

NOTICE OF AN ORDINARY MEETING OF COUNCIL

Dear Council Member

The next Ordinary Meeting of the Shire of Bridgetown-Greenbushes will be held on **Thursday, 25 March 2021** in Council Chambers commencing at 5.30pm

T Clynch, CEO



Date:

19 March 2021

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AGENDA

For an Ordinary Meeting of Council to be held in Council Chambers on Thursday, 25 March 2021 commencing at 5.30pm

Opening of Meeting

Meeting to be opened by the Presiding Member.

Acknowledgment of Country

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

Attendance, Apologies and Leave of Absence

President	- J Nicholas
Councillors	- J Bookless
	- J Boyle
	- B Johnson
	- J Moore
	- J Mountford
	- A Pratico
	- P Quinby
	- A Wilson
Officers	- T Clynch, Chief Executive Officer
	- E Denniss, Executive Manager Community Services
	- M Larkworthy, Executive Manager Corporate Services
	- G Arlandoo, Executive Manager Development & Infrastructure
	- K Dudley, Executive Assistant

Attendance of Gallery

Responses to Previous Questions Taken on Notice

Public Question Time

Petitions/Deputations/Presentations

Comments on Agenda Items by Parties with an Interest

Applications for Leave of Absence

Confirmation of Minutes

C.01/0321 Ordinary Meeting held 25 February 2021

A motion is required to confirm the Minutes of the Ordinary Meeting of Council held 25 February 2021 as a true and correct record.

C.02/0321 Special Meeting held 11 March 2021

Attachment 1 - Minutes of the Special Council Meeting 11 March 2021

A motion is required to confirm the Minutes of the Special Meeting of Council held 11 March 2021 as a true and correct record.

C.03/0321 AGM of Electors held 4 March 2021

Attachment 2 - Minutes of the AGM of Electors 4 March 2021

A motion is required to receive and note the Minutes of the AGM of Electors held 4 March 2021.

Announcements by the Presiding Member Without Discussion

Notification of Disclosure of Interest

Section 5.65 or 5.70 of the *Local Government Act 1995* requires a Member or Officer who has an interest in any matter to be discussed at a Committee/Council Meeting that will be attended by the Member or Officer must disclose the nature of the interest in a written notice given to the Chief Executive Officer before the meeting; or at the meeting before the matter is discussed.

A Member who makes a disclosure under Section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during any discussion or decision making procedure relating to the matter, unless allowed by the Committee/Council. If Committee/Council allows a Member to speak, the extent of the interest must also be stated.

Name	T Clynch
Type of Interest	Financial
Item No.	C.08/0321 – Model Standards for CEO Recruitment, Performance and Termination
Nature of Interest	The position of CEO is potentially impacted by adoption or variation of the standards.

Questions on Agenda Items by Elected Members

Consideration of Motions of which Previous Notice has been Given

C.04/0321 Southern Tourist Information Bay, Bridgetown

Submitted by Cr Bookless

Motion

1. That Council revokes Part 1 of Resolution C.14/0718 carried at its July 2018 ordinary meeting that reads:
“C.14/0718 That Council:
 1. *Endorses the removal of all structures and signage at the Information Bay at the southern end of Hampton Street.”*

2. That Council replicate the 4 information boards currently affixed to the northern information bay in Bridgetown on the southern information bay and the estimated cost of \$5,000 be funded as unbudgeted expenditure.

Reasons

It is acknowledged that Council when approving the upgrade plans for the northern information bay determined there wasn't a need to have tourist information in the southern information bay. This determination was made simply due to the expected costs of redeveloping the southern information bay to the same standard as what was proposed for the northern information bay. The information bays were subject to discussion at a recent meeting of the Bridgetown Business & Tourism Association (BGBTA) where it was identified there remained a need for current and relevant tourist information to be displayed in the southern information bay.

This Motion doesn't propose the demolition of existing structures and replacement with new structures similar to that recently constructed in the northern information bay. Rather it is proposed that the sign structure remain and that four new panels to the same dimensions of those on the northern information bay be affixed. There is sufficient room on the current sign structure for this to occur. This will allow the same information to be displayed at both information bays.

It is requested Council approve this initiative as unbudgeted expenditure rather than wait to consider allocation of funds in the 2021/22 budget. This is primarily due to the high levels of tourist visitation currently being experienced and the need to create a good brand in servicing those tourists.

Officer Comment

Under Regulation 10 of the Local Government (Administration) Regulations a notice of motion to revoke a decision is to be signed by at least 1/3 of the number of office (whether vacant or not) of members of the Council, inclusive of the mover. The required number of signatories has been provided with this notice of motion.

Council at its meeting held on 26 July 2018 resolved:

C.14/0718 That Council:

- 1. Endorses the removal of all structures and signage at the Information Bay at the southern end of Hampton Street.*
- 2. Endorses the replacement of structures and signage at the Information Bay at the northern end of Hampton Street.*
- 3. Endorses the installation of a new, static Information Bay structure and information boards at the information bay located at the northern end of Hampton Street based upon the concept at Attachment 14.*
- 4. Determines to consider interactive technology options for the visitor centre in a review of Visitor Centre service levels to be conducted in 2018/19.*

Parts 2, 3 and 4 of the Resolution have been enacted. Actioning of Part 1 was deferred pending completion of the new tourist information signage in the northern information bay which was completed a few months ago.

The Notice of Motion doesn't propose a redevelopment of the southern information bay to the scale as that carried out at the northern information bay. Instead it is proposed to retain the existing sign structure, remove the existing (out of date) signage and affix 4 information boards to the same size as that contained in the northern information bay. Measurements confirm there is sufficient space on the existing sign structure for the 4 new boards.

Cr Bookless is Council's delegate on the Bridgetown Business & Tourism Association (BGBTA).

As pointed out in Cr Bookless' Notice of Motion there aren't any funds allocated in the 2020/21 budget for works at the southern information bay therefore Council would have to approve unbudgeted expenditure (via absolute majority) for the motion to be carried.

Statutory Environment

Section 6.8 of the Local Government Act requires an absolute majority decision for expenditure not included in the annual budget.

Integrated Planning

- Strategic Community Plan -
Key Goal 1 – Our Economy will be Strong, Diverse and Resilient
Objective 1.1 - A diverse economy that provides a range of business and employment opportunities
Strategy 1.1.7 – Improve tourist facilities
- Corporate Business Plan
Strategy 1.1.7 – Improve tourist facilities
Action 1.1.7.1 - Upgrade northern information bay at Bridgetown (2020/21)
- Long Term Financial Plan – the proposed improvements to the southern information bay are not recognised in the LTFFP.

- Asset Management Plans – if affixed the new information boards would be maintained as a Shire asset.
- Workforce Plan – Not applicable
- Other Integrated Planning - Nil

Budget Implications - Nil

Whole of Life Accounting – Not Applicable

Risk Management - Nil

Voting Requirements – Absolute Majority

Reports of Officers

Reports of Officers have been divided into Departments as follows:

- CEO's Office
- Corporate Services
- Development & Infrastructure
- Community Services

CEO's Office

ITEM NO.	C.05/0321	FILE REF.	
SUBJECT	Consideration of Recommendation from Annual General Meeting of Electors – Hampton Street: Street Scape		
OFFICER	Chief Executive Officer		
DATE OF REPORT	17 March 2021		

OFFICER RECOMMENDATION

That Council:

- 1. Note the recommendation carried at its AGM of Electors held on 4 March 2021 pertaining to allocation of additional parks and gardens staff resources for more plantings and gardens maintenance in Hampton Street.*
- 2. Note that Council is currently reviewing its service levels for parks and garden services and the determination of whether more parks and gardens staff resources are required for the CBD precinct will be made as part of that review.*

Summary/Purpose

To consider the motion put at the Annual General Meeting of Electors

Background

The Annual General Meeting of Electors was held on 4 March 2021. Three decisions were made for referral to Council. These decisions are in the form of recommendations to Council. Council is not bound by the *Local Government Act 1995* to accept the recommendations; it can amend them or reject them as it is able to do with an officer recommendation.

This item deals with the following motion:

Motion Moved L Roberts, Seconded Cr Pratico

E.03/0403 That council allocate funding for garden FTE plus funding to support purchase of and planting of seasonal plants to enhance the streetscape of Hampton Street, supporting the good volunteer work done with the hanging baskets.

Officer Comment

The Parks and Gardens team currently consist of four staff excluding one vacant position.

For some time Council has been reviewing its service levels for parks and gardens. The Bridgetown CBD is one of 45 parks and gardens service areas being reviewed.

To date Council has endorsed hierarchical classifications, the setting of hierarchies for each of the 45 parks and garden service areas and identified specific service levels for each hierarchy.

The Concept Forum scheduled for 18 March 2021 will review the draft allocation of resources to meet the desired service levels for each service area. In addition to determining the level of service for each service area (including the Bridgetown CBD gardens) this process will also determine whether additional staff resources are required to effectively meet the endorsed service levels.

The annual allocation of materials and contracts to each of the 45 parks and garden service areas is also determined in the review.

Councillors will be reminded of the contents of this resolution from the AGM of Electors when considering the parks and gardens service levels at the 18 March Concept Forum. The reasons given by Ms Roberts in moving the motion at the AGM of Electors are understood and similar discussions on improvements to CBD gardens occurred with councillors in February. It is therefore assumed that the Bridgetown CBD gardens service area will be subject to considerable discussion at the Concept Forum.

Statutory Environment

5.33. Decisions made at electors' meetings

- (1) *All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —*
 - (a) *at the first ordinary council meeting after that meeting; or*
 - (b) *at a special meeting called for that purpose, whichever happens first.*
- (2) *If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.*

Integrated Planning

- Strategic Community Plan
Key Goal 2: Our natural environment is valued, conserved and enjoyed
Objective 2.2 - Enhanced parklands, reserves and gardens
Strategy 2.2.1 - Prepare and implement strategies for development and maintenance of parklands and reserves

Key Goal 5: Our leadership will be visionary, collaborative and accountable
Objective 5.2 - We maintain high standards of governance, accountability and transparency
Strategy 5.2.8 - Ensure all legislative responsibilities and requirements are met
- Corporate Business Plan
Strategy 2.2.1 - Prepare and implement strategies for development and maintenance of parklands and reserves
Action 2.2.1.1 - Establish service levels to align with hierarchy of public open spaces
- Long Term Financial Plan
If the review triggers a requirement for additional staff resources the costs of such would be reflected in the LTFP.
- Asset Management Plans - Nil
- Workforce Plan
No additional parks and gardens staff resources are identified in the current Workforce Plan

➤ Other Integrated Planning - Nil

Policy - Nil

Budget Implications

It is intended that the review of parks and gardens service levels will be completed in April so that the findings can be fed into the 2021/22 budget and Long Term Financial Plan.

Voting Requirements – Simple Majority

ITEM NO.	C.06/0321	FILE REF.	
SUBJECT	Consideration of Recommendation from Annual General Meeting of Electors – Peninsula Road Speed Limit		
OFFICER	Chief Executive Officer		
DATE OF REPORT	17 March 2021		

OFFICER RECOMMENDATION

That Council direct the CEO to submit a request Main Roads Western Australia to consider a reduction of the speed limit on Peninsula Road between Hampton Street and Maslin Reserve.

Summary/Purpose

To consider the motion put at the Annual General Meeting of Electors

Background

The Annual General Meeting of Electors was held on 4 March 2021. Three decisions were made for referral to Council. These decisions are in the form of recommendations to Council. Council is not bound by the *Local Government Act 1995* to accept the recommendations; it can amend them or reject them as it is able to do with an officer recommendation.

This item deals with the following motion:

Motion Moved N Maxfield, Seconded Cr Pratico

E.05/0403 That the Council request Mainroads WA to consider reduction of the speed limit on Peninsula Road between Hampton Street and Maslin Reserve, to take effect on completion of the current road construction is completed.

Carried

Officer Comment

Main Roads Western Australia (MRWA) are responsible for speed zones on all roads across the State. Requests for change in speed zones on local roads need to be submitted to the local government to assess the request and if supported, submit to MRWA.

Officers are supportive of the suggestion to reduce the speed limit on Peninsula Road between Hampton Street and Maslin Reserve. Traffic counters will need to be installed to obtain the necessary traffic data to submit a request to Main Roads WA

MRWA will review requests for speed zone controls as outlined in its 'Speed Zoning: Policy and Application Guidelines' provided:

- A request is received from the relevant road authority in line with this section;
- The same location has not been reviewed within the last five years (provided that there has been no significant change in conditions since that review); and
- The requested change is broadly in line with the provisions of this policy document. Main Roads may decline to undertake a request which is clearly contrary to this policy. In such cases, Main Roads will provide a reason for declining the application.

Statutory Environment

5.33. Decisions made at electors' meetings

- (1) *All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —*
 - (a) *at the first ordinary council meeting after that meeting; or*
 - (b) *at a special meeting called for that purpose, whichever happens first.*
- (2) *If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.*

Integrated Planning

- Strategic Community Plan
Key Goal 5: Our leadership will be visionary, collaborative and accountable
Objective 5.2 - We maintain high standards of governance, accountability and transparency
Strategy 5.2.8 - Ensure all legislative responsibilities and requirements are met
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning

Policy - Nil

Budget Implications – Nil

Voting Requirements – Simple Majority

ITEM NO.	C.07/0321	FILE REF.	
SUBJECT	Consideration of Recommendation from Annual General Meeting of Electors – Public Toilet Facilities		
OFFICER	Chief Executive Officer		
DATE OF REPORT	17 March 2021		

OFFICER RECOMMENDATION

That Council:

- 1. Note the recommendation carried at its AGM of Electors held on 4 March 2021 pertaining to allocation of additional staff resources for cleaning of public toilets and deep cleaning of public toilets.*
- 2. Note that as part of its 2021/22 budget process councillors have already conducted a review of public toilet cleaning service levels and agreed in-principle to funding in 2021/22 onwards the engagement of a contractor to conduct 4 high pressure cleans per annum of tiles in the Memorial Park, River Park and Hampton Street public toilets.*

Summary/Purpose

To consider the motion put at the Annual General Meeting of Electors

Background

The Annual General Meeting of Electors was held on 4 March 2021. Three decisions were made for referral to Council. These decisions are in the form of recommendations to Council. Council is not bound by the *Local Government Act 1995* to accept the recommendations; it can amend them or reject them as it is able to do with an officer recommendation.

This item deals with the following motion:

Motion Moved L Roberts, Seconded Cr Boyle

E.04/0403 That council look at public toilet facilities and allocate funding to:

- a. Deep clean and update these one at a time and*
- b. Ensure a timetable be drawn up, funding and FTE allocated to maintain this on an agreed ongoing, timetable rotation.*

Carried

Officer Comment

Councillors reviewed its service level for public toilet cleaning at the February Concept Forum in response to several public requests being received for additional cleaning of public toilets at Greenbushes Pool and Greenbushes Sportsground (camping area).

So as to inform preparation of the 2021/22 budget Councillors directed that the budget be predicated on increasing the frequency of cleaning of public toilets at these two facilities from once per week to three times per week in the months of November, December, January and February only. It was noted this would incur additional cleaning costs of \$3,855.60 in 2021/22.

At the same Concept Forum councillors also considered the cleaning frequency of other public toilets and directed that the cleaning of the public toilets at Thompson Park and the Greenbushes Roads Board building be increased from 2 times per week to 3 times per week in the months of November, December, January and February only.

Councillors also agreed in-principle to including funds (\$3,000) in its 2021/22 budget for high pressure cleaning of floor and skirting tiles in the Memorial Park, River Park and Hampton Street public toilets 4 times per annum.

Not including the changes to summer cleaning at the Greenbushes Pool, Greenbushes Sportsground (camping area), Thompson Park and Greenbushes Roads Board building (all still subject to formal budget inclusion and approval) the current cleaning schedule for public toilets is:

- Memorial Park – once per day - 7 days per week
- Hampton Street – once per day - 7 days per week
- Civic Centre External – once per day - 7 days per week
- River Park – once per day - Monday, Wednesday, Friday, Saturday, Sunday
- Bridgetown Skate Park - once per day - Monday, Wednesday, Friday
- Greenbushes Town Centre – once per day - Monday, Wednesday, Friday
- Thomson Park, Greenbushes - once per day - Monday, Friday
- Greenbushes Sportsground (hard courts) – once per day - Friday
- Bridgetown Cemetery – once per day - Friday
- Greenbushes Cemetery – once per day - Friday

Noting the above comments it is clear that Council has already completed the review being requested in the resolution from the AGM of Electors. However if Council wished to conduct a further review of public toilet cleaning this can be done with a report to be presented to the April Concept Forum.

Statutory Environment

5.33. Decisions made at electors' meetings

- (1) *All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —*
 - (a) *at the first ordinary council meeting after that meeting; or*
 - (b) *at a special meeting called for that purpose, whichever happens first.*
- (2) *If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.*

Integrated Planning

- Strategic Community Plan
Key Goal 5: Our leadership will be visionary, collaborative and accountable
Objective 5.2 - We maintain high standards of governance, accountability and transparency
Strategy 5.2.8 - Ensure all legislative responsibilities and requirements are met
- Corporate Business Plan - Nil

- Long Term Financial Plan
Any additional resourcing of public toilet cleaning would have to be included in the LTFP. The current LTFP doesn't propose any additional resourcing of this service.
- Asset Management Plans - Nil
- Workforce Plan
No additional staff resources for public toilet cleaning are identified in the Workforce Plan
- Other Integrated Planning - Nil

Policy - Nil

Budget Implications

Any changes to public toilet cleaning service levels should be made from 1 July so that if additional cleaning was to be identified the necessary increase in expenditure could be included in the annual budget.

Voting Requirements – Simple Majority

The CEO, being the author of the agenda item declares a financial interest in the item due to the CEO being potentially impacted by adoption or variation of the standards.

ITEM NO.	C.08/0321	FILE REF.	
SUBJECT	Model Standards for CEO Recruitment, Performance and Termination		
PROPONENT	Department of Local Government, Sport and Cultural Industries (DLGSC)		
OFFICER	Chief Executive Officer		
DATE OF REPORT	15 March 2021		

- Attachment 3 - Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination
- Attachment 4 - Local Government (Administration) Amendment Regulations 2021 – Explanatory Notes
- Attachment 5 - Draft Shire of Bridgetown-Greenbushes CEO Recruitment and Selection, Performance Review and Termination Standards.

OFFICER RECOMMENDATION

That with respect to the new mandatory minimum standards that cover the recruitment, selection, performance review and early termination of local government Chief Executive Officers, Council:

- 1. Pursuant to section 5.39B (2) of the Local Government Act 1995, adopt the new Model Standards for Chief Executive Officer Recruitment, Performance and Termination as shown in Attachment 5;*
- 2. Pursuant to section 5.39B (6) of the Local Government Act 1995, request the Chief Executive Officer to ensure that the adopted Standards are published on the Shire’s official website, within 5 working days of this resolution.*

Summary/Purpose

The State Government has enacted new legislation requiring all local governments to adopt mandatory minimum standards that cover the recruitment, selection, performance review and early termination of local government Chief Executive Officers.

The Local Government (Administration) Amendment Regulations 2021 (CEO Standards Regulations) bring into effect section 22 of the Amendment Act.

The Model CEO Standards provide a framework for local governments to select a CEO, review their performance and terminate their contract of employment early, in accordance with the principles of merit, probity, fairness, equity and transparency.

Background

The following regulations took effect on 3 February 2021, implementing the remaining parts of the Local Government Legislation Amendment Act 2019:

- Local Government (Administration) Amendment Regulations 2021;
- Local Government Regulations Amendment (Employee Code of Conduct) Regulations 2021; and
- Local Government (Model Code of Conduct) Regulations 2021.

Key features of the regulations relating to recruitment, selection, performance review and early termination of local government Chief Executive Officers include the requirements to:

- Establish a selection panel comprised of council members and at least one independent person to conduct the recruitment and selection process for the position of CEO;
- Establish a performance review process by agreement between the local government and the CEO; and
- Conduct a recruitment and selection process where an incumbent CEO has held the position for a period of ten or more consecutive years on expiry of the CEO's contract.

In addition, requirements for advertising vacant CEO positions have been updated to align with amendments to state-wide public notice provisions.

Local governments are required to prepare and adopt the Model Standards within three months of these regulations coming into effect (by 3 May 2021). Until such time as a local government adopts the Model Standards (with or without minor permitted variations), the regulations apply.

Officer Comment

The Department of Local Government, Sport and Cultural Industries (DLGSC) has produced Guidelines on the Standards - refer Attachment 3.

If the local government doesn't adopt the model standards, they are taken to be the Shire's Standards.

The Chief Executive Officer is of the opinion that the model standards are satisfactory to be adopted without modification, however the Council is at liberty to adjust them, as long as they are not inconsistent with the default standards in the regulations.

There is a requirement to adopt a set of Standards by the 3 May 2021.

A draft Shire of Bridgetown-Greenbushes Standard has been prepared (refer Attachment 5). The only change from the model is the insertion of the logo and name of the Shire of Bridgetown-Greenbushes.

With respect to the annual CEO performance review process it is noted that the process used by this Council for many years is consistent with the processes outlined in the model standards.

Statutory Environment

Sections of the Acts, Regulations and/or Local Laws that apply to this item include:

- Local Government Act 1995, Section 5.39B;
- Local Government (Administration) Amendment Regulations 2021; and
- Local Government (Administration) Regulations 1996.

5.39B, States:

“Adoption of model standards

(1) In this section —

model standards means the model standards prescribed under section 5.39A(1).

(2) Within 3 months after the day on which regulations prescribing the model standards come into operation, a local government must prepare and adopt standards to be observed by the local government that incorporate the model standards.*

** Absolute majority required.*

(3) Within 3 months after the day on which regulations amending the model standards come into operation, the local government must amend the adopted standards to incorporate the amendments made to the model standards.*

** Absolute majority required.*

(4) A local government may include in the adopted standards provisions that are in addition to the model standards, but any additional provisions are of no effect to the extent that they are inconsistent with the model standards.

(5) The model standards are taken to be a local government’s adopted standards until the local government adopts standards under this section.

(6) The CEO must publish an up-to-date version of the adopted standards on the local government’s official website.

(7) Regulations may provide for —

(a) the monitoring of compliance with adopted standards; and

(b) the way in which contraventions of adopted standards are to be dealt with”.

Integrated Planning

➤ Strategic Community Plan

Key Goal 5: Our leadership will be visionary, collaborative and accountable

Objective 5.2 - We maintain high standards of governance, accountability and transparency

Strategy 5.2.8 - Ensure all legislative responsibilities and requirements are met

➤ Corporate Business Plan - Nil

➤ Long Term Financial Plan - Nil

➤ Asset Management Plans – Not applicable

➤ Workforce Plan - Nil

➤ Other Integrated Planning - Nil

Policy Implications

There are no current policies of the Council that conflict with the new Standards. The Standards are adopted as a stand-alone document and will not be defined as a Council Policy.

Budget Implications

There are no current budget implications associated with the adoption of the new Standard.

The adoption of the Model Standard – which is required by law, with only minor variations permitted, and only to the extent that it is not inconsistent, will, in all probability, add to the cost of recruitment of a Chief Executive Officer. This is by virtue of the additional administrative requirements of a consultant, if a consultant is utilised, as well as the need for an external person (in addition to the consultant) to be on the recruitment panel – which may require remuneration. Research indicates that typically, prior to these legislative changes, the recruitment of a Chief Executive Officer, for a band 3 local government, and utilising a consultant (who must be licensed) costs anywhere from \$15,000 to \$35,000, plus advertising.

It is not known what additional cost might be incurred with the adoption of the 'minimum' standard, however it conceivably will certainly add administrative time, due to the additional legislated components and recording requirements.

Whole of Life Accounting - Nil

Risk Management

The adoption of the CEO Standards provides Council with an improved formalised procedure in managing the recruitment, performance or termination of a CEO. Failure to adopt the mandatory minimum standards by 3 May 2021 will place Council in breach of legislation.

Voting Requirements – Absolute Majority

ITEM NO.	C.09/0321	FILE REF.	
SUBJECT	Greenbushes CBD Parking & Safety Enhancement Project		
PROPONENT	Council & Talison Lithium Pty Ltd		
OFFICER	Chief Executive Officer		
DATE OF REPORT	16 March 2021		

Attachment 6 - Conceptual Layout of Proposed Car Park

OFFICER RECOMMENDATION

That Council:

- 1. Endorses the final concept (layout) plan for the Greenbushes CBD Parking & Safety Enhancement Project as per Attachment 6.*
- 2. Notes and acknowledges the contribution by Talison Lithium Pty Ltd to fund the land acquisition component of the Greenbushes CBD Parking & Safety Enhancement Project*
- 3. Amends the 2020/21 budget to reflect the financial contribution by Talison Lithium Pty Ltd, being unbudgeted revenue and matching unbudgeted expenditure of \$80,000 noting that in the event of expenditure being less than this amount a reduced financial contribution will be received.*
- 4. Authorise the CEO to lodge an application for subdivision to excise the land required for the Greenbushes CBD Parking & Safety Enhancement Project from Lots 35, 36 and 37 Blackwood Road, Greenbushes.*
- 5. Authorise the CEO to complete the land acquisition processes for excising the land required for the Greenbushes CBD Parking & Safety Enhancement Project from Lots 35, 36 and 37 Blackwood Road, Greenbushes.*

Summary/Purpose

To endorse the final concept (layout) plan and funding plan for the Greenbushes CBD Parking & Safety Enhancement Project, including an amendment to the 2020/21 budget and to formally acknowledge the financial contribution to the project by Talison Lithium Pty Ltd.

Background

Planning for development of a Greenbushes Town Centre Car Park has been occurring for approximately 5 years. The project is a component of Council's Growth Strategy, titled the Greenbushes CBD Parking & Safety Enhancement Project.

The key elements of the Project are:

- Purchase of identified parcels of land
- Earthworks and levelling of site to ensure level parking areas/pedestrian access
- Landscaping of the verges, open spaces around existing buildings; connecting retail spaces to pedestrian access and car parking
- Creation of pull in bay for heavy haulage vehicles and buses/coaches
- Improving access to Greenbushes CBD (universal access)
- Universal access car bays
- Caravan/trailer parking

The key benefits of the project are:

- Economic development through construction stage
- Economic development through increased accessibility to retail shops in CBD
- Improve community ownership and safety through additional activation of the town centre
- Safer access to shops supporting retail and commercial spaces through critical connection of foot traffic and accessible parking for tourists, residents and people with disability
- Reduce risk of pedestrian accessing shops in town associated with increased mine traffic movements (20% of vehicles passing through CBD are classified as heavy vehicles).

Talison Lithium has been a strong supporter of the project and has committed to fund the land acquisition costs, including but not limited to subdivision costs to excise land from existing lots, meeting any conditions of subdivision and purchase of the land from existing land owners. These costs have been estimated to be between \$70,000 and \$80,000.

The car park is to consist of 21 car vehicle bays (including 1 ACROD bay), a long vehicle area for parking of vehicles with trailers, trucks and buses, a new bus bay on Stanifer Street, landscaping and a pedestrian connection/pathway from the car park to Blackwood Road. It is also proposed to seal the entire length of the road (laneway) running from Stanifer Street to Tourmaline Street.

The original plan proposed 35 car vehicle bays but agreement wasn't reached with one land owner for purchase of the land therefore the size of the car park had to be scaled back.

To progress the project the land for the car park must be excised from existing lots. This will require an application for subdivision to the Western Australian Planning Commission for creation of a new 'car park' lot. The amount of land to be excised is approximately 500m² from Lot 37 (Greenbushes RSL) and 946m² from Lots 35 and 36 (Greenbushes Roadhouse and Post Office).

It is anticipated that the Western Australian Planning Commission won't impose conditions requiring connection of services (power, water) to the "car park" lot but will likely require a notification to be placed on the Certificate of title for the new lot restricting its use to "car park".

Council is requested to authorise the CEO to submit the application for subdivision, action any conditions of subdivision subject to the project budget being sufficient and finalise the land acquisition processes, including payments to current land owners.

Officer Comment

The Greenbushes CBD Parking & Safety Enhancement Project has been the subject of periodic discussions at Council Concept Forums, the latest being last month where councillors agreed to nominate this project for funding under Round 2 of the Local Roads and Community Infrastructure (LRCI) Program.

In its 2020/21 budget the Australian Government announced a second round of the Local Roads and Community Infrastructure (LRCI) Program. This is the program that provided \$460,521 towards the Youth Precinct project.

Under Stage 2 of the Program the Shire of Bridgetown-Greenbushes will receive funding allocation of \$431,614. This funding will be available from 1 January 2021, with all construction activity using the grant funding to be completed by 31 December 2021. Acquittal of the funding is due by 30 June 2022.

External costing of the Greenbushes CBD Parking & Safety Enhancement Project indicates it can be completed within the \$431,614 allocation above. The process for applying for this project to be approved under the LRCI Program is currently in process. Assuming this proposal is approved a further item will be presented to Council for amendment of the 2020/21 budget.

Statutory Environment

The Western Australian Planning Commission (WAPC) is responsible for approving all subdivision applications in Western Australia.

Integrated Planning

- Strategic Community Plan
 - Key Goal 4: A community that is friendly and welcoming
 - Objective 4.7 – A safe area
 - Strategy 4.7.2 - Improve parking and pedestrian accessibility in town centres
- Corporate Business Plan
 - Strategy 4.7.2 - Improve parking and pedestrian accessibility in town centres
 - Action 4.7.2.6 - Progress Growth Strategy Project – Greenbushes CBD Parking & Safety Enhancement: Develop detailed design plans, costings and funding model to upgrade/seal car park and adjacent laneway behind Greenbushes commercial businesses
- Long Term Financial Plan – The LTFP will be updated at next annual review to account for income and expenditure of the project.
- Asset Management Plans – the carpark will be an asset of the Shire and subject to normal maintenance requirements for this type of asset
- Workforce Plan - Nil
- Other Integrated Planning - Nil

Policy Implications – Nil

Budget Implications

At this stage Council should amend its 2020/21 budget to accept the unbudgeted revenue from Talison Lithium (\$80,000) and the associated expenditure of the same amount for the land acquisition stage of the Greenbushes CBD Parking & Safety Enhancement Project. It is to be noted that in the event of expenditure being less than \$80,000 a reduced financial contribution from Talison Lithium Pty Ltd will be received

Whole of Life Accounting - Nil

Risk Management

Agreement has been reached with affected land owners. Any conditions placed on the subdivision to create the “car park” lot are made at the discretion of the Western Australian Planning Commission.

Voting Requirements – Absolute Majority

ITEM NO.	C.10/0321	FILE REF.	209
SUBJECT	Rolling Action Sheet		
OFFICER	Executive Assistant		
DATE OF REPORT	16 March 2021		

Attachment 7 Rolling Action Sheet

OFFICER RECOMMENDATION

That the information contained in the Rolling Action Sheet be noted.

Summary/Purpose

The presentation of the Rolling Action Sheet allows Councillors to be aware of the current status of Items/Projects that have not been finalised.

Background

The Rolling Action Sheet has been reviewed and forms an Attachment to this Agenda.

Statutory Environment – Nil

Integrated Planning

- Strategic Community Plan - Nil
- Corporate Business Plan - Nil
- Long Term Financial Plan – Not applicable
- Asset Management Plans – Not applicable
- Workforce Plan – Not applicable
- Other Integrated Planning - Nil

Policy Implications – Not Applicable

Budget Implications – Not Applicable

Whole of Life Accounting – Not Applicable

Risk Management – Not Applicable

Voting Requirements – Simple Majority

Corporate Services

ITEM NO.	C.11/0321	FILE REF.	131
SUBJECT	February 2021 Financial Activity Statements and List of Accounts Paid in February 2021		
OFFICER	Senior Finance Officer		
DATE OF REPORT	16 March 2021		

Attachment 8 – February 2021 Financial Activity Statements

Attachment 9 – List of Accounts Paid in February 2021

OFFICER RECOMMENDATION

1. *That Council receives the February 2021 Financial Activity Statements as presented in Attachment 8.*
2. *That Council receives the List of Accounts Paid in February 2021 as presented in Attachment 9.*

Summary/Purpose

Regulation 34 of the Local Government (*Financial Management*) Regulations 1996 (the Regulations) requires a local government to prepare each month a statement of financial activity reporting on the sources and applications of its funds. Further, where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal and trust funds, a list of those accounts paid in a month are to be presented to the council at the next ordinary meeting (see Reg 13 of the Regulations).

Background

In its monthly Financial Activity Statement a local government is to provide the following detail:

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c) of the Local Government Act;
- (b) budget estimates to the end of the month to which the statement relates;
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- (e) the net current assets at the end of the month to which the statement relates.

Each of the Financial Activity Statements is to be accompanied by documents containing:

- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
- (b) an explanation of each of the material variances referred to in sub-regulation (1)(d); and
- (c) such other supporting information as is considered relevant by the Local Government.

The information in a statement of financial activity may be shown:

- (a) according to nature and type classification;
- (b) by program; or
- (c) by business unit.

The Financial Activity Statement and accompanying documents referred to in sub-regulation 34(2) are to be:

- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
- (b) recorded in the minutes of the meeting at which it is presented.

Statutory Environment

Section 6.4 (Financial Report) and Section 6.8 (Expenditure from municipal fund not included in annual budget) of the Local Government Act 1995, and Regulations 13 (List of Accounts) and 34 (Financial activity statement report) of the Local Government (*Financial Management*) Regulations 1996 apply.

Integrated Planning

- Strategic Community Plan

Key Goal 5: Our leadership will be visionary, collaborative and accountable

Objective 5.2: We maintain high standards of governance, accountability and transparency

Strategy 5.2.8: Ensure all legislative responsibilities and requirements are met

- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning – Nil

Policy

F.6. Purchasing Policy - To ensure purchasing is undertaken in an efficient, effective, economical and sustainable manner that provides transparency and accountability.

F.7. Reporting Forecast Budget Variations Policy - To set a level of reporting detail (in Financial Activity Statement) that ensures that the council is satisfied with the implementation of its annual budget.

Budget Implications

Expenditure incurred in February 2021 and presented in the list of accounts paid, was allocated in the 2020/21 Budget as amended.

Fiscal Equity – Not applicable

Whole of Life Accounting – Not applicable

Social Equity – Not applicable

Ecological Equity – Not applicable

Cultural Equity – Not applicable

Risk Management – Not Applicable

Continuous Improvement – Not applicable

Delegated Authority – Not Applicable

Voting Requirements – Simple Majority

ITEM NO.	C.12/0321	FILE REF.	101.3
SUBJECT	2020 Compliance Audit Return		
PROPONENT	Department of Local Government, Sport and Cultural Industries		
OFFICER	Executive Manager Corporate Services		
DATE OF REPORT	15 March 2021		

Attachment 10 2020 Compliance Audit Return

OFFICER RECOMMENDATION

That Council adopt the Compliance Audit Return for the 2020 calendar year (Attachment 10) prior to it being submitted to the Department of Local Government, Sport & Cultural Industries.

Summary/Purpose

Each year local governments are required to complete a mandatory Compliance Audit Return (CAR) which must be submitted to Council for adoption prior to being forwarded to the Department of Local Government, Sport & Cultural Industries.

It is a statutory requirement that the Return is to be reviewed by the Audit Committee prior to its presentation to Council.

Background

The Compliance Audit Return is completed for the previous calendar year and is one of the tools that allow Council to monitor how its organisation is functioning.

The Department of Local Government, Sport & Cultural Industries requires the Compliance Audit Return to be:

- a) Presented to Council at a meeting of the Council prior to 31st March;
- b) Adopted by the Council; and
- c) The adoption recorded in the Minutes of the meeting at which it is adopted.

Each year the Compliance Audit Return covers various categories and for the 2020 Return, the areas covered are:

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

Integrated Planning

- Strategic Community Plan

Key Goal 5: Our leadership will be visionary, collaborative and accountable

Objective 5.2: We maintain high standards of governance, accountability and transparency

Strategy 5.2.2 Staff work in an ethical manner

Strategy 5.2.8: Ensure all legislative responsibilities are met

- Corporate Business Plan

Action 5.2.2.1: Achieve full compliance in annual Compliance Audit Return

- Long Term Financial Plan - Nil

- Asset Management Plans - Nil

- Workforce Plan – Nil

- Other Integrated Planning - Nil

Policy Implications – Nil

Budget Implications – Nil

Whole of Life Accounting – Not applicable

Risk Management

Completion of the annual compliance audit return is essential for ensuring that the organization meets its statutory obligations in performing its functions.

Voting Requirements – Absolute Majority

ITEM NO.	C.13/0321	FILE REF.	133
SUBJECT	Adoption of the 2020/2021 Budget Review		
OFFICER	Chief Executive Officer Executive Manager Corporate Services		
DATE OF REPORT	15 March 2021		

Attachment 11 2020/2021 Budget Review

Attachment 12 Minutes of Audit Committee Meeting held 4 March 2021

OFFICER RECOMMENDATION

That Council:

- 1. Adopt the budget review with the variations detailed at Note 2 of the Budget Review document (Attachment 11) for the period 1 July 2020 to 31 January 2021 and amend the budget accordingly.*
- 2. Notes that the budget review recommends the proposed loan of \$532,000 for part funding of the 'Growth Strategy Project Redevelopment of the Greenbushes and Bridgetown Railway Stations Heritage Project' (as per resolution C.07/1120) not be taken out.*
- 3. Notes that funding of the 'Growth Strategy Project Redevelopment of the Greenbushes and Bridgetown Railway Stations Heritage Project' remain unchanged in the budget, noting that if any shortfalls in funding occur Council can consider transfer of funds from the Land and Buildings Reserve.*
- 4. Notes the budget review for the period 1 July 2020 to 31 January 2021 generates a budgeted surplus of \$108,067.*
- 5. Recommends that the surplus of \$108,067 be allocated to the Land and Buildings Reserve.*

Summary/Purpose

To consider and adopt the Budget Review as presented in the Statement of Financial Activity (Budget Review) for the period 1 July 2020 to 31 January 2021 and accompanying notes.

The budget review was presented to the Audit Committee on 4 March 2021 for review and a summary of the main findings of the budget review is provided in this report.

Background

A Statement of Financial Activity (Budget Review) incorporating year to date budget variations and forecasts to 30 June 2021 for the period ending 31 January 2021 is presented for Council consideration. The Local Government (*Financial Management*) Regulations 1996, regulation 33A, requires that local governments conduct a budget review between 1 January and 31 March in each financial year. A copy of the review and determination is to be provided to the Department of Local Government, Sport and Cultural Industries within 30 days of the adoption of the review.

Officer Comment

The budget review has been prepared to include information required by the Local Government Act 1995, Local Government (*Financial Management*) Regulations 1996 and Australian Accounting Standards. A budget review is a detailed comparison of the year to date (31 January 2021) actual results with the adopted or amended budget. The review process establishes whether a Local Government expects to meet its budget commitments i.e. is in receipt of income and incurs expenditure in accordance with the adopted budget.

Council's '*F.7 Reporting Forecast Budget Variations Policy*' sets a minimum reportable variance of \$1,000. In determining items to be included in the budget review this limit has been used as a general guide. As a result of the proposed adjustments presented in Note 2 of the Budget Review document the estimated closing funds have increased from \$0 to \$108,067.

In summary the estimated surplus is represented as follows:

Decrease in Operating Revenues (excluding non-cash items)	(\$108,496)
Decrease in Operating Expenses (excluding non-cash items)	\$2,269
Increase in Capital Revenues	\$42,466
Decrease in Capital Expenses	\$208,768
Decrease in Transfers from Reserves	(\$95,996)
Decrease in Transfers to Reserves	\$8,000
Increase in Opening Funds as at 1 July 2020	\$51,056
Closing Surplus as at 30 June 2021	\$108,067

Set out below is a list of significant variations included in the budget review:

Development & Infrastructure

- A number of movements between works and services jobs for wages, plant, overheads and materials/contracts that result in an overall decrease in cash requirements of approximately \$4,583.
- Three bridge renewal jobs totalling \$26,000 have been deferred as a result of a review of the 10 Year Bridge Renewal program.
- An increase in the cost to provide waste management services of \$32,523. The budget review includes a transfer from the Sanitation Reserve of this overall increase in waste management services costs.
- Spring Gully Road footpath works totalling \$5,000 have been removed as no immediate works are required. This section of path is to be reviewed as part of the Trails Strategy.
- An increase in Engineering Supervision fees totalling \$7,897.
- \$32,172 decrease in net change over costs of budgeted plant and light fleet vehicle replacements with corresponding reduction reserve transfers.
- A decrease in material/contracts expenditure for plant & vehicle operations and maintenance of \$9,681.
- Increased income estimates totalling \$20,000 for planning and building licence fees as a result of greater application numbers.
- Reduced income estimate for health inspection services of \$5,530.
- A reduction of \$5,841 in the costs of establishing the Bridgetown Dump Point.

Building Maintenance & Renewal Program

- A number of revised estimates have been included for building maintenance items resulting in overall savings of \$26,975. The following allocations have been included for some high priority building renewal works:
 - \$7,500 – Allocation for renewal works at 144 Hampton Street residence. Due to a change in tenancy of the residence this provides an ideal opportunity to undertake works prior to a new tenant occupying the property
 - \$10,000 – Allocation to improve the leach drain capacity at the Blackwood River Park
 - \$11,456 – Electrical works at the Depot to increase capacity
- Savings in building operation costs totalling \$12,084 primarily as a result of reduced utility costs.

CEO/Corporate Services/Community Services

- An increase in the General Purpose & Local Roads Financial Assistance Grants of \$18,559.
- Increased income of \$14,750 associated with rate enquiries for property sales.
- Reduced interest revenue of \$14,000 due to lower than anticipated interest rates, partly offset by a reduced transfer to reserve of \$10,000.
- Reduced Member related costs totalling \$11,563.
- Three new projects have been included as a result of recent formal and informal discussions with Council, being:
 - \$2,200 Installation of two new flag poles at the Bridgetown Leisure Centre
 - \$1,500 Public notice board upgrade at the Administration Office
 - \$6,000 For professional design and printing of the Strategic Community Plan and Corporate Business Plan
- A refund of \$16,040 in fees paid is to be received from the ATO as a result of the Superannuation Guarantee Amnesty program.
- Reduced wage costs associated with the community bus totalling \$7,412.
- An increase of \$20,000 in the Growth Strategy Project Management budget to provide additional support.
- An increase of \$20,000 in the Growth Strategy Project Bridgetown CBD Parking & Geegelup Brook Beautification project to cover detailed designs.
- \$21,816 reduction in Asset Management costs as a result of changes to the Financial Management Regulations that will not require fair values for infrastructure assets to be undertaken in 2020/21, this saving has been offset by a reduced reserve transfer.
- A \$5,347 reduction in IT support costs.
- Operation of the Bridgetown Leisure Centre is predicted to result in a reduction of the net operating subsidy by \$19,794. This is primarily as a result of increased income estimates.
- An allocation of \$10,000 has been included for improved safety of the terrace seating at the Bridgetown Leisure Centre.

- Increased allocation by \$28,000 for the lighting improvements at the Bridgetown Leisure Centre and library carparks, following full design and scoping of the project.
- Increase in wages budget offset by additional revenue or reduction in contractor expenses as follows:
 - \$46,000 for relief staff, offset by increased Workers Compensation reimbursement income
 - \$62,407 for employment of a Principal Building Control Officer in lieu of contractor
 - \$36,900 in wages for employees undertaking the Bushfire Mitigation Program in lieu of contractors

Given the positive result the budget review as presented also includes the deletion of several budgeted transfers from Reserves as follows:

- \$23,417 – Land and Buildings Reserve
- \$64,481 – Strategic Projects Reserve

The report presented to the Audit Committee recommended that the remaining estimated surplus of \$108,067 be allocated to the Land and Building Reserve.

As a result of the proposed increase in funds of the Land and Buildings Reserve the budget review does not include the new loan funding identified by Council in November 2020 (C.07/1120) to assist with funding the 'Growth Strategy Project Redevelopment of the Greenbushes and Bridgetown Railway Stations Heritage Project'. Grant applications are still pending that seek to fund the funding shortfall in these projects. Should the applications not be successful in part or in full Council could consider funding any shortfall from the Land and Buildings Reserve in lieu of new borrowings.

The mid-year budget review was considered by the Audit Committee at its meeting held 4 March 2021 where the following recommendation was carried:

Committee Recommendation *Moved Cr Moore, Seconded Cr Bookless*
AC.03/0321 That the Audit Committee recommends that Council:

1. *Endorses the budget review for the period 1 July 2020 to 31 January 2021 as presented in Attachment 3 of the Committee agenda.*
2. *Notes that the budget review recommends the proposed loan of \$532,000 for part funding of the 'Growth Strategy Project Redevelopment of the Greenbushes and Bridgetown Railway Stations Heritage Project' (as per resolution C.07/1120) not be taken out.*
3. *Notes that funding of the 'Growth Strategy Project Redevelopment of the Greenbushes and Bridgetown Railway Stations Heritage Project' remain unchanged in the budget, noting that if any shortfalls in funding occur Council can consider transfer of funds from the Land and Buildings Reserve.*
4. *Notes the budget review for the period 1 July 2020 to 31 January 2021 generates a budgeted surplus of \$108,067.*
5. *Recommends to Council that the surplus of \$108,067 be allocated to the Land and Buildings Reserve.*

Carried 3/0

Notwithstanding the wording of Part 1 of the above Committee recommendation a slight amendment to the wording of Part 1 of the recommendation to Council has occurred to ensure that the statutory wording requiring “adoption of a budget review with the variations detailed at Note 2 of the Budget Review document for the period 1 July 2020 to 31 January 2021 and amend the budget accordingly” is contained in the Council resolution.

Statutory Environment

Regulation 33A of the Local Government (*Financial Management*) Regulations 1996 requires:

- (1) Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.*
- (2) Consideration and review is to be given to a local government’s financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year.*
- (3) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (4) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

**Absolute majority required.*

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

Integrated Planning

- Strategic Community Plan
Key Goal 5: Our leadership will be visionary, collaborative and accountable
Objective 5.2: We maintain high standards of governance, accountability and transparency
Strategy 5.2.8: Ensure all legislative responsibilities and requirements are met
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning - Nil

Policy – Not applicable

Budget Implications

Specific financial implications are as outlined in Note 2 to the Budget Review document.

Whole of Life Accounting – Not applicable

Risk Management – Not applicable

Voting Requirements – Absolute Majority

Development & Infrastructure – Nil

Community Services

ITEM NO.	C.14/0321	FILE REF.	904.1
SUBJECT	CSRFF Grant Application – Tennis Club Changerooms Upgrade		
PROPONENT	Council		
OFFICER	Manager Community Development		
DATE OF REPORT	15 March 2021		

OFFICER RECOMMENDATION

That Council note that the Community Sport and Recreation Facilities Fund (CSRFF) grant application, submitted by the Shire of Bridgetown-Greenbushes for the upgrade of the male and female change-rooms at the Bridgetown Lawn Tennis Club and advise the Department of Local Government, Sport and Cultural Industries that it ranks this application as Priority 1 of 1 for the current funding round for this Shire.

Summary/Purpose

As part of the process for the Department of Local Government, Sport and Cultural Industries' Community Sport and Recreation Facilities Fund (CSRFF) the applicable local government is asked to prioritize all applications received for its district before they are lodged. Only one application exists for the 2020/21 CSRFF Small Grants winter funding round, being the renewal of the male and female change-rooms at the Bridgetown Lawn Tennis Club.

Background

The Department of Local Government, Sport and Cultural Industries provides funding to local governments and community sporting groups to assist in the construction of sport and recreation infrastructure through CSRFF.

The Department of Local Government, Sport and Cultural Industries will provide a maximum of one third of the total project costs. It is the applicant's responsibility to then obtain the remaining two thirds of the total funding required to implement the project.

The Department of Local Government, Sport and Cultural Industries, as part of their application and assessment process, seek input from local government authorities in this process, via a request to prioritize projects for the relevant local government area.

This is considered beneficial as a method of informing local government authorities about infrastructure development proposals within the area and also as a means for the local government to prioritize the projects in line with their strategic objectives.

Only one CSRFF application exists for the 2020/21 funding round, being the Shire of Bridgetown-Greenbushes' proposal for the refurbishment of the male and female change-rooms at the Bridgetown Tennis Club. This negates the need for Council to determine priority of applications as the application will automatically be ranked 1 of 1.

Officer Comment

The Shire of Bridgetown-Greenbushes application is seeking to upgrade the male and female change-rooms at the Bridgetown Lawn Tennis Club. Shire officers identified both change-rooms as needing refurbishment given the number of users of the Shire owned facility and the length of time the amenities have been in use without renewal. New standards for public amenities, new water use reduction technology have been incorporated into the project scope.

The original scope of works included upgrading the male change-rooms, however, further assessment of the female facilities identified that upgrades were also required.

The works required for both change-rooms include;

- Removal of all asbestos
- Removal of internal lining (wall and ceiling)
- Disconnection and upgrade of services (plumbing and electrical)
- Floor repairs
- Installation of new pans, showers and shower pans, vanity, exhaust fans and benchtops
- Existing walls and partitions to be re-sheeted
- New doors and windows to be installed at entry and cubicles
- Lining board and commercial vinyl installation to all floor areas
- Full length mirror in each change-room
- LED lighting throughout both change-rooms
- New GPO and switches to be installed
- Painting throughout both areas

The total project cost is estimated at \$92,670 ex GST. Council will be contributing \$62,089 towards this expenditure and is seeking \$30,581 through CSRFF (33% of the total project costs which is the maximum amount fundable under the CRSFF grant guidelines).

Budget Outline

Change-room Renewal - Bridgetown Lawn Tennis Club

Job Description	Female C/R	Male C/R	Total
Removal of Asbestos	\$3,100.00	\$3,100.00	\$6,200.00
Carpentry Works	\$8,817.00	\$11,000.00	\$19,817.00
Plumbing Works	\$11,340.00	\$14,200.00	\$25,540.00
Vinyl Works	\$5,500.00	\$5,500.00	\$11,000.00
Electrical Works	\$2,270.00	\$2,400.00	\$4,670.00
Painting	\$5,000.00	\$5,000.00	\$10,000.00
Contingency (20%)	\$7,205.00	\$8,240.00	\$15,445.00
Total	\$43,232.00	\$49,440.00	\$92,672.00

The application will reflect Council's commitment to improving community health and wellbeing by improving facilities that have the potential to attract new members and increase physical activity levels.

Statutory Environment – Not Applicable

Integrated Planning

- Strategic Community Plan
 - Key Goal 3 - Our built environment is maintained, protected and enhanced,
 - Objective 3.2 - Outdoor spaces, places and buildings are fit for purpose
 - Strategy 3.2.1 - Community spaces and buildings accommodate a wide range of interests and activities
- Corporate Business Plan - Nil
- Long Term Financial Plan
 - Funds of \$36,000 have been included in the Long Term Financial Plan in the 5 Year Proposed Renewal/Upgrade Capital Building Works Plan to cover costs associated with the initial identification of renewal works required for the male change-rooms. Of the sum set aside \$24,000 was Shire funds and \$12,000 was proposed external funding. This has changed with the increased scope of the project.
- Asset Management Plans
 - Infrastructure upgrades on Shire assets will be included in Council's Property Infrastructure Asset Management Plan once the development is complete.
- Workforce Plan - Nil
- Other Integrated Planning
 - 5 Year Proposed Renewal/Upgrade Capital Building Works

Policy Implications - Nil

Budget Implications

Should the officer recommendation be endorsed, the annual budget and corporate business plan will be updated to reflect grant income of \$30,581 towards this project and Council's contribution at \$62,089.

Whole of Life Accounting

Whole of life accounting principles are achieved through completing a detailed planning processes for infrastructure developments. This enables whole of life cycle accounting considerations to be assessed allowing for capital and maintenance costs to be identified during planning and implementation.

Risk Management

Whilst the current condition of the change-rooms is slightly degraded they don't necessarily represent a risk to the Shire. However there is a community risk in that potential participants/members of the Bridgetown Lawn Tennis Club will be discouraged from participating due to the poor condition of these facilities.

Voting Requirements - Simple Majority

ITEM NO.	C.15/0321	FILE REF.	281
SUBJECT	Bridgetown Agricultural Society Service Agreement 2019-2020 Variation Request		
PROPONENT	Council		
OFFICER	Executive Manager Community Services		
DATE OF REPORT	15 July 2018		

Attachment 13 Letter from Bridgetown Agricultural Society (20 Feb 2021)

OFFICER RECOMMENDATION - that Council approves a grant variation to allow the \$5,000 service agreement funding, originally allocated for the 2020 Bridgetown Agricultural Show, to be reallocated to the final stage of the roadworks upgrade at the Agricultural Show Grounds.

Summary/Purpose

The recommendation seeks to confirm Council's support for allowing grant variations to be sought by recipients whose events were cancelled in the 2020-2021 financial year due to COVID-19. In this particular instance, considering the Agricultural Society's request to utilise the \$5,000 originally approved to assist with 2020 Agricultural Show to be permitted to be utilised to fund the final stage of roadwork upgrade at the Show Grounds.

Background

In November 2020 Councillors informally acknowledged their willingness to consider, via a formal application and Council report/endorsement process, grant variations to community and sporting groups who received funding from the Council Community Grants/Service Agreements process for other purposes when the event/s had been impacted (not held) due COVID-19.

The officer wrote to the affected groups advising them of the opportunity to submit a grant variation for their COVID-19 impacted event in December 2020. The affected grant recipients, included Rotary (for the Blackwood Marathon event), Grow Greenbushes (for the Sunup Banquet and Greenbushes Fun Run events) and the Agricultural Society (for the annual Agricultural Show). To date, the only response has been from the Agricultural Society (Attachment 13).

Officer Comment

Like a number of local community groups, Bridgetown Agricultural Society were forced to cancel one of their main fundraising events in 2020 due to COVID-19, the Bridgetown Agricultural Show. The Show is just one of a number of fund raising events run by the Bridgetown Agricultural society which were cancelled over the 2020-2021 financial year. This has negatively impacted the revenue for the Bridgetown Agricultural Society, and other events for 2021 are still uncertain.

The Bridgetown Agricultural Society advise that they have utilized the time during COVID-19 to upgrade internal roads within the Bridgetown Show Grounds. The works have taken approximately 12 months and cost the Bridgetown Agricultural Society \$73,168. These works have been funded by the Bridgetown Agricultural Society through the compilation of a number of years' worth of Blues Camping revenue accumulate to offset road and building maintenance expenses. Rotary has contributed \$5,000 toward the road upgrades.

The final stage of the road works involves filling and compacting either side of the newly laid bitumen roads and levelling out/compacting the road verges. The cost of the final stage of works is \$5,750. The requested \$5,000 from the unspent service agreement will cover most of the costs of this final stage with the remaining \$750 to be covered by the Bridgetown Agricultural Society. The works will be complete before winter to prepare the grounds for the Blues and the 2021 Show.

Statutory Environment

Integrated Planning

- Strategic Community Plan
 - Key Goal 4 A community that is friendly and welcoming*
 - Objective 4.1 A cohesive community with a sense of pride*

- Corporate Business Plan
 - Strategy 4.1.1 Deliver and support a wide range of community activities, events and associated infrastructure*
 - Action 4.1.1.3 Fund community grants, service agreements and donations to a maximum value of \$160,000 per annum*

- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

Policy Implications

Council Policy F.1 Community Grants/Donations, Funding & Acquittals as it outlines the Guidelines and Conditions of grant funding

Budget Implications

There are no budget implications arising from the recommendation as the \$5,000 is allocated to the Bridgetown Agricultural Society in the 2020-2021 annual budget.

Whole of Life Accounting - Nil

Risk Management - Nil

Voting Requirements - Simple Majority

Receival of Minutes from Management Committees – Nil

Urgent Business Approved by Decision

Responses to Elected Member Questions Taken on Notice - Nil

Elected Members Questions With Notice

Notice of Motions for Consideration at the Next Meeting

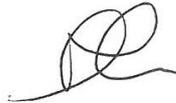
Matters Behind Closed Doors (Confidential Items)

Closure

The Presiding Member to close the meeting.

List of Attachments

Attachment	Item No.	Details
1	C.02/0321	Minutes of the Special Council Meeting 11 March 2021
2	C.03/0321	Minutes of the AGM of Electors 4 March 2021
3	C.08/0321	Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination
4	C.08/0321	Local Government (Administration) Amendment Regulations 2021 – Explanatory Notes
5	C.08/0321	Draft Shire of Bridgetown-Greenbushes CEO Recruitment and Selection, Performance Review and Termination Standards.
6	C.09/0321	Conceptual Layout of Proposed Car Park
7	C.10/0321	Rolling Action Sheet
8	C.11/0321	February 2021 Financial Activity Statements
9	C.11/0321	List of Accounts Paid in February 2021
10	C.12/0321	Compliance Audit Return
11	C.13/0321	2020/2021 Budget Review
12	C.13/0321	Minutes of Audit Committee Meeting held 4 March 2021
13	C.15/0321	Letter from Bridgetown Agricultural Society (20 Feb 2021)

Agenda Papers checked and authorised by T Clynch, CEO		19 March 2021
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MINUTES

A Special Council Meeting of the Shire of Bridgetown-Greenbushes was held on Thursday 11 March 2021.

The Presiding Member opened the meeting at 5.40pm.

The purpose of the meeting is for considering a budget amendment to allow urgent works to be carried out on the ablutions at Greenbushes Pool prior to the Easter period.

Acknowledgment of Country – Presiding Member

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

Attendance, Apologies and Leave of Absence

President	- Cr J Nicholas
Councillors	- Cr J Bookless
	- Cr J Boyle
	- Cr J Moore
	- Cr J Mountford
	- Cr A Pratico
	- Cr P Quinby
	- Cr A Wilson
Officer	- T Clynch, Chief Executive Officer
	- E Denniss, Executive Manager Community Services
	- K Dudley, Executive Assistant
Apology	- Cr B Johnson
	- M Larkworthy, Executive Manager Corporate Services
	- G Arlandoo, Executive Manager Development & Infrastructure

Attendance of Gallery – Nil

Public Question Time – Nil

Petitions/Deputations/Presentations – Nil

Comments on Agenda Items by Parties with an Interest – Nil

Notification of Disclosures of Interest – Nil

Business Items

ITEM NO.	SpC.01/0321	FILE REF.	461
SUBJECT	Greenbushes Pool Toilets – Septic Tank and Leach Drain Replacement		
OFFICER	Executive Manager Corporate Services		
DATE OF REPORT	5 March 2021		

OFFICER RECOMMENDATION that Council

- 1. Amends its 2020/21 Budget by including an expenditure allocation of \$10,000 to Job '05BU - Greenbushes Pool Toilets' for the installation of new septic tanks and leach drain at the Greenbushes Pool Reserve 22315.*
- 2. Transfers an amount up to \$10,000 from the 'Building Maintenance Reserve' as funding for replacement of the existing septic tank and French drain.*

Summary/Purpose

To consider an amendment to the 2020/21 Budget for installation of new septic tanks and leach drain for the ablutions at the Greenbushes Pool site.

Background

The Greenbushes Pool is located on an "A" Class reserve (No 22315), and has been vested in the Shire of Bridgetown-Greenbushes for recreational purposes since 6 March 1942. According to Council records the ablutions at Greenbushes Pool were constructed prior to 1973 with no major works recorded as being undertaken on the septic system since that time. Visits to the facility have increased in recent years by tourists and locals alike with overnight stays now permitted for up to 3 nights. Due to increased usage and age and of the system there is a need to replace the existing septic tank and French drain.

Officer Comment

The septic tank at the Greenbushes Pool has been pumped out twice in recent weeks. The cost of each pump out has ranged from \$700 - \$1,000. Investigations have now occurred regarding the state of the existing system. These investigations have identified that the existing system comprises of one baffled 1,200mm tank and an old style rock French drain. It is believed that the baffle in the tank may have collapsed allowing solids to leach into the French drain. There is a possibility that nearby tree roots have grown into the French drain causing the drain to clog and subsequently not being able to hold the capacity generated by current usage patterns.

The increased usage of this area for recreational purposes has put pressure on the existing system to the point it is now deemed not suitable. It is recommended that the existing single tank and French drain is replaced with two larger capacity tanks (1 x 1,500mm for solids and 1 x 1,200mm for liquids) and one new 17 – 24 meter leach drain. This proposal would create capacity within the replaced system to sufficiently cope with usage moving forward. The estimated cost for replacement of the existing system with the above specified system is expected to be \$7,500. A contingency of \$2,500 is also required for common 'rock clauses' attached by contractors when working around Greenbushes due to prevalent cap rock in the general area.

Should the officer recommendation to replace the existing system not be supported it is highly likely the facility will require regular pump outs of the septic tank on an ongoing basis at a cost of between \$700 - \$1,000 each time. Depending on contractor availability it is also possible the facility would need to be closed to the public until a contractor is available. Such action would negatively impact the Shire's reputation in relation to management of its facilities.

The recommended works are considered urgent with the Easter break and April school holiday period fast approaching. Quotations are currently being sourced and some indications from contractors is that the system could be installed prior to the Easter break.

Statutory Environment

Section 6.8. of the Local Government Act - Expenditure from municipal fund not included in annual budget, states:

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*
- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or*
 - (b) is authorised in advance by resolution*; or*
 - (c) is authorised in advance by the mayor or president in an emergency.*
- * Absolute majority required.*

(1a) In subsection (1) —
additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.

Integrated Planning

- Strategic Community Plan
 - Key Goal 3 Our Built Environment is Maintained, Protected and Enhanced
 - Objective 3.2 Outdoor spaces, places and buildings fit for purpose
 - Strategy 3.2.1 Community spaces and buildings accommodate a wide range of interests and activities
 - Strategy 3.2.5 Provide and maintain a range of facilities that cater for the community's needs
- Corporate Business Plan – Nil
- Long Term Financial Plan – Nil
- Asset Management Plans
 - Data that informs Council's Property Asset Management plan and renewal requirements will be updated to reflect the replacement of the septic tank and leach drain.
- Workforce Plan – Nil
- Other Integrated Planning - Nil

Policy Implications – Nil

Budget Implications

No specific allocation is included in Council's 2020/21 Budget for replacement of the existing septic tank and French drain at the Greenbushes Pool site. It is recommended the cost of replacing these items be funded by a transfer from the Building Maintenance Reserve. The current balance of the Building Maintenance Reserve is \$226,484 with no transfers from the reserve currently being identified in the 2020/21 Budget.

Whole of Life Accounting

Replacement of the existing septic system with a new system fit for purpose will reduce the requirement to pump out the system on a regular basis resulting in reduced whole of life costs associated with managing this facility.

Risk Management

Replacement of the septic system at the Greenbushes Pool will mitigate the risk to Council's reputation in the event of unforeseen facility closures.

Voting Requirements – Absolute Majority

**Council Decision Moved Cr Wilson, Seconded Cr Moore
SpC.01/0321 That Council**

- 1. Amends its 2020/21 Budget by including an expenditure allocation of \$10,000 to Job '05BU - Greenbushes Pool Toilets' for the installation of new septic tanks and leach drain at the Greenbushes Pool Reserve 22315.***
- 2. Transfers an amount up to \$10,000 from the 'Building Maintenance Reserve' as funding for replacement of the existing septic tank and French drain.***

***Carried 8/0
By Absolute Majority***

Matters Behind Closed Doors (Confidential Items) – Nil

Closure

The Presiding Member closed the meeting at 5.43pm

List of Attachments – Nil



ANNUAL GENERAL MEETING OF ELECTORS

MINUTES INDEX – 4 March 2021

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MINUTES

For the Annual General Meeting of Electors, held in the Council Chambers on Thursday, 4 March 2021.

Opening of Meeting

Shire President to open the meeting at 5.30pm and welcome those in attendance.

Acknowledgment of Country

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

It is with great sadness that I inform you of the passing of Brian Wheatley yesterday afternoon. Mr Wheatley was the Shire of Bridgetown-Greenbushes Chief Fire Control Officer for 23 years, Fire Control Officer for Winnejump Bush Fire Brigade for 43 years and racked up an impressive 65 plus years of volunteer fire fighting service in our community. Mr Wheatley was highly regarded in the region and by the wider bushfire volunteer community having been a member on a number of regional and state level committees.

Mr Wheatley served two terms on Council between 1983 and 1988 and 2003 to 2005.

Mr Wheatley was also a member of a number of other community organisations across the Shire for many years.

On behalf of Council I would like to extend our condolences to Mr Wheatley's family and friends.

1. Attendance and Apologies

President	- Cr Nicholas
Councillors	- Cr J Bookless
	- Cr J Boyle
	- Cr B Johnson
	- Cr J Moore
	- Cr J Mountford
	- Cr T Pratico
	- Cr P Quinby
	- Cr A J Wilson
Officers	- T Clynch, Chief Executive Officer
	- M Larkworthy, Executive Manager Corporate Services
	- K Dudley, Executive Assistant

2. Attendance of Electors

D Roberts, L Roberts, B Moore, N Maxfield

3. Confirmation of Minutes

Attachment 1

A Motion is required to confirm the Minutes of the Annual General Meeting of Electors held 6 February 2020.

Moved Cr Quinby, Seconded Cr Johnson

E.01/0403 That the Minutes of the Annual General Meeting of Electors held 6 February 2020 be confirmed as a true and correct record.

Carried

4. Annual Report & Annual Financial Report

Attachment 2

A Motion is required to receive the Annual Report and Annual Financial Report for the year ended 30 June 2020, as presented.

Presiding Member:

I take great pleasure in presenting the 2019/2020 Annual Report of the Shire of Bridgetown-Greenbushes. This report provides an overview of the Shire's activities during the year. I will address some of the major issues while a more detailed report is available in the Chief Executive's report.

The effective operation of the Shire only occurs through a considerable amount of dedication, hard work and resolve by councillors, management and staff. This has never been more evident than in 2019/20 with the need to meet the goals of the Strategic Community Plan, the Corporate Business Plan and the Long Term Financial Plan, and to cope with the unplanned demands of the COVID-19 Pandemic.

In April 2020 Council endorsed the development of a Community Response Plan which amongst other things included a zero rate increase for 2020/21, zero increase in fees and charges, the reduction of penalty rates on rates arrears, refunding of 2019/20 alfresco dining fee and the waiving of these fees for 2020/21, and many others detailed later in the annual report. In addition to these significant reductions in income, staff agreed to a wage freeze and Councillors agreed to a 10% reduction in fees and allowances.

I would like to sincerely thank all community members, councillors, management and staff for the way in which they have all dealt with the restrictions that the Pandemic brought, which has kept our community COVID free, and has enabled the local economy to gradually recovery.

In October 2019 Council elections were held to fill two vacancies in North Ward and four vacancies in South Ward. Successful councillors in North Ward were Tony Pratico and Joann Moore, and in South Ward Jenny Mountford, Barbara Johnson, Peter Quinby and John Nicholas. I am pleased to welcome new councillors Jenny Mountford and Barbara Johnson and returning councillors Tony Pratico, Joann Moore and Peter Quinby.

I would like also to acknowledge the services of retiring councillors Pat Scallan and Doreen Mackman. Pat Scallan represented North Ward for more than 18 years during which time he made an exception contribution to the Council and the communities of Greenbushes and Bridgetown. He served on numerous Council Committees both locally and regionally and was a tireless advocate for some of the projects both here in Bridgetown and in Greenbushes, such as the new Library, the new swimming pool, the Greenbushes swimming pool, and Greenbushes community garden to name just a few. He brought a strong professional approach to Council business and was never afraid to provide the alternative opinion but always supported the final decisions of Council in a united fashion.

Doreen Mackman was a councillor for 8 years and I wish to acknowledge her contribution to Council and its decision making during that time. Doreen served on numerous Council Committees and was always prepared to argue for improved Council services to the community.

I want to wish both councillors all the best for the future and thank them for their respective contributions.

The Shire continues to be an active member of the Blackwood Alliance of Councils and the Shires of Manjimup and Nannup have now been formally joined by the Shire of Donnybrook-Balingup. The Alliance permits issues of a regional basis to be addressed by the contributing Shires. Projects such as the Warren Blackwood Bridle Trail and Local Tourism Association have been the major projects during this financial year and have been achieved through the cooperation and goodwill of the respective participating Councils.

Based around the planned expansion of the Talison Lithium mining enterprise in Greenbushes and the doubling of the workforce, of which approximately 60% would reside within the Shire, Council has developed a Growth Strategy which is intended to drive population growth, create jobs, generate economic activity and increase revenue to the State. The Strategy is focused on:

- Economic Development;
- Youth and Recreation;
- Heritage and Tourism; and
- Safety and Industry

Through a series of meetings planned to lobby State Government politicians we have been able to secure some funding toward the first of the projects in the Strategy. We have also been fortunate to secure some Commonwealth funding to these projects. Shire funds together with these State and Commonwealth funds will see four of the projects completed next financial year.

Finally, I wish to express my sincere thanks to all those people who give generously of their time volunteering in the myriad of community groups in the Shire. You are the people that keep this community safe, ensure that it is a vibrant and appealing community to both residents and visitors alike.

**Moved Cr Pratico, Seconded Cr Wilson
E.02/0403 That the Annual Report & Annual Financial Statements for the
2019/20 year be received as presented.**

Carried

5. General Business Regarding the Financial Statements

Nil

6. General Business

Mr Brian Moore

Question

I am concerned with the number of sub standard sealed roads we have in Bridgetown. It appears that these roads have been dug up to facilitate sewerage or drainage works then filled in and resealed. Subsequent to these repairs the fill sinks and the road subsides.

- (1) Does the Shire have any form of remedy that requires the Agencies involved to return and undertake rectification work, or does this simply become the Shire's responsibility?

Response

Legally there isn't a remedy as service authorities have a legal right to work within the road reserve. Where inadequate compaction of filled service duct trenches leads to subsidence of the trench in the road carriageway this typically isn't evident until about a year after the works occurred. This has been an issue for the local government sector for many years and WALGA has lobbied on the issue for many years without great success. Shire works staff has also noticed many examples on our roads of subsiding trenches and will attempt to contact relevant service authorities to request remedial works occur.

Question

In November 2012, the shire approved the establishment of a childcare/daycare facility on the corner of Famers Lane and Roe Street.

The approval contained a number of conditions and advice notes including the monitoring of the roads to ensure that the parents of the children did not cause damage to the Shire's roads. Further, the Shire required the applicant to provide 6 parking bays on the property.

That wasn't the end of it, Condition 5 required that any overflow parking is to utilise the on street parking on Roe Street only, and no parking is permitted on the verge area of Farmers Lane, without specific consent from the Shire of Bridgetown-Greenbushes.

- (1) Can the CEO please advise whether the monitoring of the road condition near the property has revealed any damage caused by parents dropping the children off at the day care facility.

Response

No damage to the road has been identified.

- (2) Can the CEO advise why, such parking restrictions were imposed when apparently it is not against Shire rules to conduct a business from Farmers Lane, with no off-street parking and to leave numerous work trailers and small earthmoving machinery parked in the marked bays for weeks on end.

Response

The conditions of development approval for the outbuilding approved in 2014 will be assessed to determine if compliance is occurring and if not, what action is necessary. The Shire is aware that many trade businesses store products in sheds at their place of residence or park equipment. Typically this type of activity hasn't been considered to be a 'home based business' and therefore development approval isn't required. This is on the basis that impacts on adjoining businesses are negligible. The circumstances of the business operations, including on-street parking will be investigated.

- (3) The provision of 6 parking bays completely destroyed what was the backyard of this building turning it into a sealed hard surface. Is there any possibility that this condition can be amended given that the schools opposite are not required to provide off road parking for the parents to drop their children off?

Response

Council has the power to amend conditions of approval if an application for such is submitted by the proponent. With respect to comparing with nearby schools it should be noted that St Brigid's School does have a car park for some staff. Although Bridgetown Primary School doesn't have a car park a few years ago the Department of Education did make a monetary contribution to the redevelopment of car parking in Rose Street. Local government development approval isn't required for Government schools.

The Shire of Bridgetown-Greenbushes did lobby the Department of Education approximately 10 years ago for a staff car park and drop off/pick up zone to be constructed within the school grounds however the Department, after conducting preliminary investigations determined that mainly due to topography a car park couldn't be sited within the school grounds. It was this process that led to the Department of Education making its monetary contribution to improvements to on-street parking near the school.

Also it should be noted that the original date of development of both schools goes back a long time and the consideration of parking may not have been topical at that time.

Question

Bridgetown is well known for its main street “streetscape”, and it is a talking point for visitors to the town. Some years ago the footpaths were replaced by brick paving. Since that time, apart from one general maintenance of sunken bricks, no other remedial work has been undertaken.

- (1) Has any consideration been given to a pressure clean of the main street footpaths?

Response

This will be considered utilizing either contractors (subject to budgeted funds being available) or internal resources.

A walk along the main street also reveals numerous down pipes outside businesses that require replacement and/or repair. This presumably is the responsibility of the shop owners.

- (1) Can the Shire impose work orders on the owners of these premises, and will they?

Response

The poor standard of gutters and downpipes on some verandahs of buildings in Hampton Street have been noticed. When the gutters or downpipes can't function effectively road users can be affected. The Shire does have power to issue orders but in the first instance would seek to engage with those property owners to get the problems fixed. Failing that orders under relevant legislation can be issued.

I also notice that, on occasions, dog faeces can be seen on the footpath. It would be beneficial to have “doggy poo” bags available somewhere along the Hampton Street. Possibly Settlers Rest may be the ideal spot.

- (1) Would the shire consider this request please?

Response

Yes this can be considered. Council includes funds in its budget for these bags and associated signage.

Question

Forrest Street between Barlee Street and the Primary School

There is faint evidence on the road surface that parking restrictions have been in place on Forrest Street in the past. I have been requesting the remarking of these restrictions for some time now without success. Realistically, parents stopping to pick up their children from the back of the school will not cease no matter what markings or restrictions are placed in the area.

- (1) Perhaps prior to any new marking being undertaken, the area could be examined by Shire staff or the Roadwise committee to establish whether any other suggestions could be made re the safety of children arriving and departing the school.

Response

The parking on Forrest Street has been piece meal over several years. A safety audit of this precinct could be undertaken. So as to properly engage with the school and Department of Education it would be recommended that an independent consultant conduct the safety audit.

Mrs Lois Roberts

Question

I would like to put forward a motion that the Shire do two things to encourage tourists to stop, and linger in town:

1. They allocate funding for garden FTE plus funding to support purchase of and planting of seasonal plants to enhance the streetscape of Hampton Street, supporting the good volunteer work done with the hanging baskets.
2. They look at public toilet facilities and allocate funding to:
 - a. Deep clean and update these one at a time and
 - b. Ensure a timetable be drawn up, funding and FTE allocated to maintain this on an agreed ongoing, timetable rotation.

Motion Moved L Roberts, Seconded Cr Pratico

E.03/0403 That council allocate funding for garden FTE plus funding to support purchase of and planting of seasonal plants to enhance the streetscape of Hampton Street, supporting the good volunteer work done with the hanging baskets.

Carried

Motion Moved L Roberts, Seconded Cr Boyle

***E.04/0403 That council look at public toilet facilities and allocate funding to:
a. Deep clean and update these one at a time and
b. Ensure a timetable be drawn up, funding and FTE allocated to maintain this on an agreed ongoing, timetable rotation.***

Carried

Mr Nick Maxfield

Question

Peninsula Road is being sealed, which is an excellent outcome for a potentially dangerous piece of road. However, with that comes the potential for increased speed along the road. The current speed limit changed from 50km/h to 70 km/h and people don't abide by those limits, I think with the widening of the road, they will drive faster.

I would like the Shire to consider reducing the speed limit, at least to 60km/h until it passes the residential area.

Response:

The Shire can put this to Main Roads WA to consider.

Motion Moved N Maxfield, Seconded Cr Pratico

E.05/0403 That the Council request Main Roads WA to consider reduction of the speed limit on Peninsula Road between Hampton Street and Maslin Reserve, to take effect on completion of the current road construction is completed.

Carried

Question

One of the objectives of the Shire is to encourage and support the youth of this town, I was quit disturbed a month or so ago when I learnt that the Blackwood Youth Action Group, when they were running their skate park function for the kids were not supported by the Shire in allowing them to access an external tap on the toilet building, the usage of the power outlet from the library or to unlock the bollard between the kiosk and skate park to allow equipment to be moved through easily. I want to ask why this event wasn't supported by the Shire and why the attitude prevailed.

Response

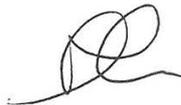
The CEO advised that he would investigate further.

7. Closure

Shire President to close the meeting at 6.00pm

8. List of Attachments

Attachment	Item No.	Details
1	3	Minutes of the AGM of Electors held 2 February 2020
2	4	Annual Report & Annual Financial Report 2019/2020

Minutes checked and authorised by CEO, T Clynch		12/03/2021
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CERTIFICATION OF MINUTES

As Presiding Member, I certify that the Minutes of the Annual Meeting of Electors held 4 March 2021 were confirmed as a true and correct record of the proceedings of that meeting at the Annual Meeting of Electors held on

.....(Date).....



LOCAL GOVERNMENT ACT REVIEW ►► DELIVERING FOR THE COMMUNITY

Attachment 3

Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination

***Local Government (Administration) Amendment
Regulations 2021***

February 2021

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Preface

The *Local Government Legislation Amendment Act 2019* includes a requirement for model standards covering the recruitment and selection, performance review and termination of employment of local government Chief Executive Officers (CEOs). These reforms are intended to ensure best practice and greater consistency in these processes between local governments.

The accompanying guidelines outline the recommended practice for local governments in undertaking these processes. These guidelines will assist local governments in meeting the model standards prescribed in the *Local Government (Administration) Amendment Regulations 2021*.

The standards and guidelines have been developed by the Department of Local Government, Sport and Cultural Industries (Department), in consultation with representatives from the Public Sector Commission, the Ombudsman, the Western Australian Local Government Association (WALGA) and Local Government Professionals WA (LGPro). The Department gratefully acknowledges the participation and contribution of these representatives.

The Department notes that the content of these guidelines does not necessarily reflect the views or policies of the organisations or individuals that have been consulted.

Part 1 – Recruitment and Selection

One of the fundamental roles of the council is the employment of the local government's CEO. The CEO is responsible for implementing the council's strategic vision and leading the local government administration.

Principles

A local government must select a CEO in accordance with the principles of merit, equity and transparency. A local government must not exercise nepotism, bias or patronage in exercising its powers. Additionally, a local government must not unlawfully discriminate against applicants. Section 5.40 of the *Local Government Act 1995* (Act) lists a number of general principles of employment that apply to local governments.

Recruitment and Selection Standard

The minimum standard for recruitment and selection will be met if:

- S1.1** The council has identified and agreed to the qualifications and selection criteria necessary to effectively undertake the role and duties of the CEO within that particular local government context.
- S1.2** The council has approved, by absolute majority, the Job Description Form (JDF) which clearly outlines the qualifications, selection criteria and responsibilities of the position. The JDF is made available to all applicants.
- S1.3** The local government has established a selection panel to conduct the recruitment and selection process. The panel must include at least one independent person who is not a current elected member, human resources consultant, or staff member of the local government.
- S1.4** The local government attracts applicants through a transparent, open and competitive process (this is not necessary for vacancies of less than one year). The local government must advertise a vacancy for the position of CEO in the manner prescribed.
- S1.5** The local government has assessed the knowledge, experience, qualifications and skills of all applicants against the selection criteria.
- S1.6** The local government has verified the recommended applicant's work history, qualifications, referees and claims made in their job application.
- S1.7** The appointment is merit-based, with the successful applicant assessed as clearly demonstrating how their knowledge, skills and experience meet the selection criteria.

Recruitment and Selection Standard cont.

- S1.8** The appointment is made impartially and free from nepotism, bias or unlawful discrimination.
- S1.9** The council has endorsed by absolute majority the final appointment.
- S1.10** The council has approved the employment contract by absolute majority.
- S1.11** The local government re-advertises the CEO position and undertakes a recruitment and selection process after each instance where a person has occupied the position for ten (10) consecutive years.

Guidelines

Recruitment and selection process

The council of the local government should act collectively throughout the recruitment and selection process. To uphold the integrity of the process, the council must resist any attempt to influence the outcome through canvassing or lobbying.

The local government should carefully consider the role of the CEO. This includes the CEO's legislated powers and functions and their role as the head of the administrative arm of the local government. In determining the selection criteria for the position of CEO, it will be important for a local government to consider the needs of the community and the specific skills and experience that will be required of the CEO in that particular local government. The competencies the council looks for in its CEO should reflect the council's strategic community plan.

Once the essential skills and experience which form the selection criteria for the position have been established, the local government must set out the selection criteria (essential and desirable) and the responsibilities of the position in a Job Description Form (JDF). If emphasis is placed on certain selection criteria, this should be highlighted in the JDF so that applicants are aware of this. For example, some level of project management experience will usually be an important criterion, but if the local government is undertaking a major development such as a new recreation centre, added emphasis may need to be given to this criterion.

The JDF must be approved by an absolute majority of the council.

Advertising

The local government should ensure that applicants are clearly informed about the application process, such as the application requirements, the closing date for applications and how applications are to be submitted. It is essential that this process is transparent and that each step in the process is documented. Associated records must be kept in a manner consistent with the *State Records Act 2000* (WA).

It is a requirement that a local government is to give Statewide public notice if the position of CEO becomes vacant. Statewide public notice must contain:

- details of the remuneration and benefits offered;
- details of the place where applications are to be submitted;
- the date and time applications close;
- the duration of the proposed contract;
- a web address where the JDF can be accessed;
- contact details for a person who can provide further information; and
- any other relevant information.

In order to attract the best possible pool of applicants for the position of CEO, it is recommended that local governments use a diverse range of advertising methods, mediums and platforms (in addition to the advertising requirement under section 5.36(4) of the Act). For example:

- advertising on the local government's website;
- posting on online jobs boards (e.g. SEEK);
- sharing the advertisement via professional networks; and
- undertaking an executive search.

A local government must publicly advertise the CEO position if the same person has remained in the job for 10 consecutive years. This requirement does not prevent the incumbent CEO from being employed for another term, provided they are selected in accordance with the standards for recruitment and selection.

Selection panel and independent person

Local governments are required to establish a selection panel to conduct and facilitate the recruitment and selection process. The selection panel should be made up of elected members (the number of which is determined by the council) and must include at least one independent person. The independent person cannot be a current elected member, human resources consultant, or staff member of the local government. Examples of who the independent person could be include:

- former elected members or staff members of the local government;
- former elected members (such as a Mayor or Shire President) or staff members of *another* local government;
- a prominent or highly regarded member of the community; or
- a person with experience in the recruitment of CEOs and senior executives.

The panel are responsible for assessing applicants and making a recommendation to council regarding the most suitable applicant or applicants. The essence of the role of an independent panel member is to bring an impartial perspective to the process and reduce any perception of bias or nepotism.

It is essential that prior to a person's appointment to a selection panel they are informed of the duties and responsibilities of their role and that of the panel. It is recommended that local governments develop a policy or terms of reference to facilitate this process that incorporate the standards for recruitment at Division 2 of the *Local Government (Administration) Amendment Regulations (No.2) 2020*. A policy should include important information that outlines:

- The primary functions of the panel;
- Roles and responsibilities of panel members;
- Composition of the panel;
- Duration of term;
- Desirable criteria for appointment to the panel;
- A requirement that panel members sign a confidentially agreement and agree to the duties and responsibilities of their role; and
- Any other information the local government deems necessary for the panel to effectively carry out their role.

Independent human resources consultant

A local government should seek independent advice from a human resources consultant where the council lacks the capacity or expertise to facilitate the recruitment and selection process (or any aspect of it). A member of the human resources team within a local government should not be involved in the recruitment of a new CEO.

The consultant should not be associated with the local government or any of its council members. The consultant can be an independent human resources professional, recruitment consultant, or recruitment agency.

An independent human resources consultant can provide advice to the selection panel on how to conduct the recruitment process, or a local government may engage a consultant to support it in undertaking certain aspects of the recruitment process, such as one or more of the following:

- development or review of the JDF;
- development of selection criteria;
- development of assessment methods in relation to the selection criteria;
- drafting of the advertisement;
- executive search;
- preliminary assessment of the applications;
- shortlisting;
- drafting questions for interview;
- coordinating interviews;
- preparing the selection summary assessment and recommendation;

- arranging for an integrity check and/or police clearance; and
- assisting the council in preparing the employment contract.

The consultant is not to be directly involved in determining which applicant should be recommended for the position, their role is not one of decision-maker.

It is recommended that rigorous checks be conducted on any independent consultants before they are engaged to ensure they have the necessary skills and experience to effectively assist the council. Local government recruitment experience may be beneficial but is not a requirement.

The independent human resources consultant must be able to validate their experience in senior executive recruitment and appointments. It is important to note that if the local government uses a consultant or agency to assist in finding applicants, they will require an employment agent licence under the *Employment Agents Act 1976* (WA).

A good independent human resources consultant will bring expertise, an objective perspective and additional human resources to what is a complex and time-consuming process. Given the time and effort involved in finding a competent CEO, and the cost of recruiting an unsuitable CEO, there can be a good business case for spending money on a human resources consultant.

If a decision is made to engage an independent human resources consultant, it is imperative that the council maintains a high level of involvement in the process and enters into a formal agreement (contract) with them. In order to manage the contract efficiently, and ensure an effective outcome, regular contact with the consultant is required during the recruitment process. As with any contractor engagement, the local government must ensure their procurement and tender processes comply with the Act and the procurement policy of the local government.

Council's responsibilities

A human resources consultant cannot undertake the tasks for which the council is solely responsible. An independent consultant cannot and should not be asked to:

- Conduct interviews: This should be done by the selection panel. However, council may decide to interview applicants recommended by the selection panel. A consultant can provide support with interviews, providing advice on the recruitment and selection process and writing up recommendations. The consultant may also arrange referee reports and checks of applicants.
- Make the decision about who to appoint to the position of CEO: Only the council can make this decision, drawing upon advice from the selection panel.
- Negotiate the terms and conditions of employment: Noting that the consultant should be able to provide advice on remuneration constraints and other terms and conditions.

Creating Diversity

In order to ensure all applicants are given an equal opportunity for success, selection methods need to be consistent and objective. In a structured interview, each applicant should have the opportunity to answer the same primary questions with follow-up questions used to illicit further detail or clarification. Behavioural-based interview

questions are objective and gauge the applicants' suitability, reducing biases in assessment (see examples below).

Basing a selection decision on the results of a number of selection methods can help to reduce procedural shortcomings and ensure the best applicant is chosen. Psychometric, ability and aptitude testing are considered to be valid, reliable and objective. While applicants with extensive experience and reputable education may appear to be more qualified, an objective assessment of each person's ability and personal traits can help to provide a clearer picture of the applicant.

Where possible, it is recommended that local governments ensure diversity on the selection panel. This may be achieved by ensuring gender, ethnicity, age and experiential diversity is represented on the panel. Diversity is also a consideration when selecting an independent person for the selection panel, particularly where there is a lack of diversity on the council. A diverse selection panel will assist in making quality decisions regarding suitable applicants.

Individuals are often unaware of biases they may have. For this reason, it is helpful for the selection panel to undertake training about unconscious biases. Awareness of unconscious biases assists individuals in preventing those biases from interfering in their decision making. For example, if there are considerable discrepancies in the assessment scores between two panel members, discussion will be required to ensure bias has not influenced these scores. Allowing team members to acknowledge and recognise prejudices is essential to managing those biases. The following biases should be addressed:

- "Similar-to-me" effect - if interviewers share the same characteristics with the applicants or view those characteristics positively, they are more likely to score them highly;
- "Halo" effect – interviewers may let one quality (such as race, gender, looks, accent, experience, etc.) positively or negatively affect the assessment of the applicant's other characteristics.

Due Diligence

It is essential that the local government ensures that the necessary due diligence is undertaken to verify an applicant's qualifications, experience and demonstrated performance. This includes:

- verifying an applicant's qualifications such as university degrees and training certificates;
- verifying the applicant's claims (in relation to the applicant's character, details of work experience, skills and performance) by contacting the applicant's referees. Referee reports should be in writing in the form of a written report, or recorded and verified by the referee;
- requesting that an applicant obtains a national police clearance as part of the application process; and
- ensuring no conflicts of interests arise by looking to outside interests such as board membership and secondary employment.

A council may wish to contact a person who is not listed as an applicant's referee,

such as a previous employer. This may be useful in obtaining further information regarding an applicant's character and work experience, and verifying related claims. The applicant should be advised of this and be able to provide written comments to the council.

A search of social media and whether an applicant has an online presence may also assist in identifying potential issues. For example, an applicant may have expressed views which are in conflict with the local government's values. This should be made clear in the application information. To ensure the integrity of the recruitment process, a council must act collectively when performing due diligence.

Selection

Once the application period closes, the selection panel, or consultant on behalf of the selection panel, must assess applications and identify a shortlist of applicants to be interviewed.

In shortlisting applicants for the interview phase, the selection panel should consider the transferable skills of applicants and how these would be of value in the role of CEO. The selection panel should not overlook applicants who do not have experience working in the local government sector.

It is important that the assessment process is consistent for all applicants. For example, each applicant is asked the same interview questions which are related to the selection criteria and each are provided with the same information and undertake the same assessments.

Elected members should declare any previous association with an applicant or any potential conflict of interest at the time of shortlisting if they are part of the selection panel. Similarly, if the interviews involve the full council, the elected member should make an appropriate declaration before the interviews commence. If the potential conflict of interest is significant or a member's relationship with an applicant may result in claims of nepotism, patronage or bias, the council may need to consider whether to exclude the elected member from the process. The decision should be documented and recorded for future reference.

Selecting an applicant should be based on merit; that is, choosing an applicant that is best suited to the requirements of the position and the needs of the local government. This involves the consideration and assessment of applicants' skills, knowledge, qualifications and experience against the selection criteria required for the role. As part of the selection process, a council may consider it appropriate for each of the preferred candidates to do a presentation to council.

The appointment decision by the council should be based on the assessment of all measures used, including:

- assessment technique(s) used (e.g. interview performance);
- quality of application;
- referee reports;
- verification and sighting of formal qualifications and other claims provided by the applicant; and
- other vetting assessments used (e.g. police checks, integrity checks, etc.).

Employment contract

In preparing the CEO's employment contract, the council must ensure the contract includes the necessary provisions required under section 5.39 of the Act and associated regulations.

Section 5.39 of the Act provides that a CEO's employment contract must not be for a term exceeding five years. The term of a contract for an acting or temporary position cannot exceed one year.

Further, the employment contract is of no effect unless it contains:

- the expiry date of the contract;
- the performance review criteria; and
- as prescribed under regulation 18B of the Administration Regulations, the maximum amount of money (or a method of calculating such an amount) to which the CEO is to be entitled if the contract is terminated before the expiry date. The amount is not to exceed whichever is the lesser of:
 - the value of one year's remuneration under the contract; or
 - the value of the remuneration that the CEO would have been entitled to, had the contract not been terminated.

It is recommended that the council seeks independent legal advice to ensure that the contract is lawful and able to be enforced. In particular, advice should be sought if there is any doubt as to the meaning of the provisions of the contract.

Councils should be aware that CEO remuneration is determined by the Salaries and Allowances Tribunal and the remuneration package may not fall outside the band applicable to the particular local government.

The CEO's employment contract should clearly outline grounds for termination and the termination process in accordance with the standards in regulations.

The council of the local government must approve, by absolute majority, the employment contract and the person they appoint as CEO.

Appointment

A decision to make an offer of employment to a preferred applicant must be made by an absolute majority of council. If the preferred applicant accepts the offer and the proposed terms of the contract without negotiation, there is no further requirement for council to endorse the applicant and the contract. However, if there is a process of negotiation to finalise the terms and conditions of the contract, council is required to endorse the appointment and approve the CEO's employment contract by absolute majority. In both instances, the employment contract must be signed by all parties.

The council should notify both the successful individual and the remaining unsuccessful applicants as soon as possible before publicly announcing the CEO appointment.

The successful applicant should not commence duties with the local government as CEO until the employment contract has been signed.

The unsuccessful applicants (including those not interviewed) should be notified of the outcome of their application. It is recommended that the local government creates a template letter for unsuccessful applicants that can be easily personalised with the applicants' details and sent out quickly.

The council should keep a record of their assessment of the unsuccessful applicant(s) and provide the unsuccessful applicant(s) with the opportunity to receive feedback on their application, or interview performance if they were granted an interview. Should an unsuccessful applicant request feedback, it is recommended that a member of the selection panel provides this. If a recruitment consultant is used, they may undertake this task.

Confidentiality

The local government should ensure that all information produced or obtained during the recruitment and selection process is kept confidential. This includes applicants' personal details, assessment details, the selection report and outcome of the process. This ensures privacy requirements are met and maintains the integrity of the process. It is recommended that selection panel members and councillors sign a confidentiality agreement to ensure that they are aware of their obligations.

CEO induction

Local governments should ensure that they provide the CEO with all of the necessary information on the local government's processes, policies, procedures and systems at the commencement of the CEO's employment.

New CEOs are eligible to participate in the Local Government CEO Support Program which is a joint initiative of the Department and LG Pro to provide mentoring and general support to those appointed to the position of CEO in a local government for the first time. The program runs for six to nine months from the time a CEO is appointed and involves the CEO being matched with a mentor that best meets their needs.

The program provides the CEO with an opportunity (through meetings and on-going correspondence) to discuss a wide range of issues with their appointed mentor in the strictest confidence. The program is aimed at addressing the individual needs of the CEO. Examples of issues that may be covered include the following:

- Role of the CEO
- Governance
- Strategic and long-term planning
- Legislative framework
- Relationships and dealing with council members
- Risk management
- Resource management
- Managing the business of Council
- Family considerations

Part 2 – Performance Review

Principles

The standards regarding CEO performance review are based on the principles of fairness, integrity and impartiality.

Performance Review Standards

The minimum standard for performance review will be met if:

- S2.1** Performance criteria is specific, relevant, measurable, achievable and time-based.
- S2.2** The performance criteria and the performance process are recorded in a written document, negotiated with and agreed upon by the CEO and council.
- S2.3** The CEO is informed about how their performance will be assessed and managed and the results of their performance assessment.
- S2.4** The collection of evidence regarding performance outcomes is thorough and comprehensive.
- S2.5** Assessment is made free from bias and based on the CEO's achievements against documented performance criteria, and decisions and actions are impartial and transparent.
- S2.6** The council has endorsed the performance review assessment by absolute majority.

Guidelines

Section 5.38 of the Act provides that, for a CEO who is employed for a term of more than one year, the performance of a CEO is to be reviewed formally at least once in every year of their employment.

In addition to this minimum requirement, it is recommended that the council engages in regular discussions with the CEO regarding their performance against the performance criteria, including progress and ways that the CEO can be supported. Any changes to the CEO's performance agreement such as changes to the performance criteria should also be discussed, and agreed to, between the council and the CEO, as the matter arises.

Employment contract and performance agreement

Section 5.39, of the Act requires the employment contract to specify the performance criteria for the purpose of reviewing the CEO's performance. This will include ongoing permanent performance criteria. A local government may wish to have a separate additional document called a "performance agreement" which includes the

performance review criteria in the employment contract, additional criteria (e.g. the performance indicators in relation to specific projects) and how the criteria will be assessed. The performance agreement should be negotiated and agreed upon by the CEO and the council. The performance agreement may also set out the CEO's professional development goals and outline a plan to achieve these goals.

Performance Criteria

Setting the performance criteria is an important step. One of the CEO's key responsibilities is to oversee the implementation of council's strategic direction, and so it is important to align the CEO's performance criteria to the goals contained in the council's Strategic Community Plan and Corporate Business Plan. Accordingly, as these plans are updated, the CEO's performance criteria should be updated to reflect the changes.

In leading the administrative arm of a local government, the CEO is responsible for undertaking core tasks, the achievement of which will contribute to the effectiveness of the council. It is important that the outcomes associated with these tasks are measurable and clearly defined. These could be in relation to:

- service delivery targets from the council's Strategic Community Plan;
- budget compliance;
- organisational capability;
- operational and project management;
- financial performance and asset management;
- timeliness and accuracy of information and advice to councillors;
- implementation of council resolutions;
- management of organisational risks;
- leadership (including conduct and behaviour) and human resource management; and
- stakeholder management and satisfaction.

Performance criteria should focus on the priorities of the council and, if appropriate, can be assigned priority weighting in percentages. The council and CEO should set goals related to target outcomes for future achievement in the performance criteria. Goals should be specific, measurable, achievable, relevant and time-based.

Following the determination of the performance criteria and goals, the council will need to determine how to measure the outcomes of each criteria. It is important to relate performance indicators to the selection criteria used in selecting the CEO. For example, if the CEO has been selected due to their financial experience and ability to improve the local government's finances, indicators regarding improved revenue and reduced expenses are obvious starting points.

Considering the context within which the local government is operating is important. For example, if a significant financial event occurs, such as a downturn in the economy, financial performance indicators will likely need to be adjusted. It is important that such contextual factors are given appropriate weighting and that goals are flexible to allow regular adjustment. Adjustments may be initiated by either the CEO or the council. Councils need to be realistic in terms of their expectations of a CEO's performance and provide appropriate resources and support to facilitate the

achievement of performance criteria.

Performance review panel

It is recommended that the council delegates the CEO performance review to a panel (e.g. comprising certain council members and an independent observer). The panel has a duty to gather as much evidence as possible upon which to base their assessments. The role of the review panel includes developing the performance agreement in the first instance, conducting the performance review and reporting on the findings and recommendations of the review to council. It is also recommended that council develop a policy to guide the performance review process. A policy might include the composition of the panel, primary functions, the role and appointment of an independent consultant, and the responsibilities of review panel members.

Independent consultant

If a council lacks the resources and expertise to meet the expected standard of performance review, the council should engage an external facilitator to assist with the process of performance appraisal and the development of the performance agreement. The local government should ensure that the consultant has experience in performance review and, if possible, experience in local government or dealing with the performance review of senior executives. The consultant should not have any interest in, or relationship with, the council or the CEO.

With guidance from the performance review panel, a consultant can facilitate the following tasks:

- setting performance criteria;
- preparing the performance agreement;
- collecting performance evidence;
- writing the performance appraisal report;
- facilitating meetings between the performance review panel;
- assisting with the provision of feedback to the CEO;
- formulating plans to support improvement (if necessary); and
- providing an objective view regarding any performance management-related matters between the concerned parties.

Assessing performance

It is a requirement of the regulations that the process by which the CEO's performance will be reviewed is documented and agreed to by both parties. Council and the CEO must also agree on any performance criteria that is in addition to what is specified in the CEO's contract of employment. The option to include additional criteria for performance review purposes by agreement provides a degree of flexibility for both parties in response to changing circumstances and priorities.

It is essential that CEO performance is measured in an objective manner against the performance criteria alone. It is important that reviews are impartial and not skewed by personal relationships between the review panel and the CEO. Close personal relationships between the panel members and the CEO can be just as problematic as extremely poor relationships. Evidence of CEO performance may come from an array of sources, many of which the CEO themselves can and should provide to the

council as part of regular reporting. These sources include:

- achievement of key business outcomes;
- interactions with the council and progress that has been made towards implementing the council's strategic vision;
- audit and risk committee reports;
- workforce metrics (e.g. the average time to fill vacancies, retention rate, information about why people leave the organisation and staff absence rate);
- incident reports (e.g. results of occupational health and safety assessments, the number and nature of occupational health and safety incident reports, and the number and nature of staff grievances);
- organisational survey results;
- relationships (e.g. with relevant organisations, stakeholder groups, and professional networks); and
- insights from key stakeholders (this could be done by way of a survey to obtain stakeholder input).

It is important that, in addition to looking at the achievement of key performance indicators (KPIs), the council considers the following:

- How the CEO has achieved the outcomes. In particular, whether or not their methods are acceptable and sustainable.
- The extent to which current performance is contingent upon current circumstances. Has the CEO demonstrated skills and behaviours to address and manage changes in circumstances which have affected his or her performance? (for example, the impact of COVID-19.)
- What the CEO has done to ensure the wellbeing of staff and to maintain trust in the local government.

The council should consider the attention the CEO has given to ensuring equal employment opportunity, occupational health and safety, privacy, managing potential conflicts of interest, and complying with procurement process requirements.

Addressing performance issues

Once the CEO's performance has been assessed, it is essential that any areas requiring attention or improvement are identified, discussed with the CEO and a plan is agreed and put in place to address these. The plan should outline the actions to be taken, who is responsible for the actions and an agreed timeframe.

The performance review panel must decide on an appropriate course of action that will address the performance issue. This may include professional development courses, training, counselling, mediation, mentoring or developing new work routines to ensure specific areas are not neglected. The performance review panel should then arrange for regular discussion and ongoing feedback on the identified performance issues, ensuring improvements are being made.

It is important to keep in mind that a local government falling short of its goals is not always attributable to the CEO. External factors may have resulted in initial performance expectations becoming unrealistic. Failure to meet performance criteria does not necessarily mean the CEO has performed poorly and, for this reason,

performance and outcome should be considered separately. Where ongoing issues have been identified, the council will need to take a constructive approach and seek to develop the CEO's competency in that area.

While there are obligations on the council to manage the CEO in regard to their performance, when it extends into potential wrongdoing (misconduct), the council should be referring the matter to the Public Sector Commission or Corruption and Crime Commission. This provides an independent process to follow and ensures probity, natural justice and oversight of allegations.

Confidentiality

The council must ensure that accurate and comprehensive records of the performance management process are created. Any information produced must be kept confidential.

Part 3 – Termination

Principles

The standards for the termination of a local government CEO's employment (other than for reasons such as voluntary resignation or retirement) are based on the principles of fairness and transparency. Procedural fairness is a principle of common law regarding the proper and fair procedure that should apply when a decision is made that may adversely impact upon a person's rights or interests.

Termination Standards

The minimum standards for the termination of a CEO's contract will be met if:

- S3.1** Decisions are based on assessment of the CEO's performance as measured against the documented performance criteria in the CEO's contract.
- S3.2** Performance issues have been identified as part a performance review (conducted within the preceding 12 months) and the CEO has been informed of the issues. The council has given the CEO a reasonable opportunity to improve and implement a plan to remedy the performance issues, but the CEO has not subsequently remedied these issues to the satisfaction of the local government.
- S3.3** The principle of procedural fairness is applied. The CEO is informed of their rights, entitlements and responsibilities in the termination process. This includes the CEO being provided with notice of any allegations against them, given a reasonable opportunity to respond to those allegations or decisions affecting them, and their response is genuinely considered.
- S3.4** Decisions are impartial and transparent.
- S3.5** The council of the local government has endorsed the termination by absolute majority.
- S3.6** The required notice of termination (which outlines the reasons for termination) is provided in writing.

Guidelines

Reasons for termination

The early termination of a CEO's employment may end due to:

- poor performance;
- misconduct; or
- non-performance or repudiation of contract terms.

There is a difference between poor performance and serious misconduct. Poor performance is defined as an employee not meeting the required performance criteria or demonstrating unacceptable conduct and behaviour at work, it includes:

- not carrying out their work to the required standard or not doing their job at all;
- not following workplace policies, rules or procedures;
- unacceptable conduct and behaviour at work;
- disruptive or negative behaviour at work;
- not meeting the performance criteria set out in the employment contract and/or performance agreement unless these are outside the CEO's control;
- not complying with an agreed plan to address performance issues;
- failing to comply with the provisions of the *Local Government Act 1995* and other relevant legislation;
- failing to follow council endorsed policies.

Serious misconduct can include when an employee:

- causes serious and imminent risk to the health and safety of another person or to the reputation or revenue of the local government; or
- behaves unlawfully or corruptly; or
- deliberately behaves in a way that's inconsistent with continuing their employment.

Examples of serious misconduct can include:

- matters arising under section 4(a), (b) and (c) of the *Corruption, Crime and Misconduct Act 2003*;
- theft;
- fraud;
- assault;
- falsification of records;
- being under the influence of drugs or alcohol at work; or
- refusing to carry out appropriate and lawful resolutions of council.

Misconduct is also defined in section 4 of the *Corruption, Crime and Misconduct Act 2003* (WA). Under this Act, misconduct can be either serious or minor and the obligation to notify the Public Sector Commission (PSC) or the Corruption and Crime Commission (CCC) is paramount.

Termination on the basis of misconduct is covered by employment law. A local government should seek independent legal, employment or industrial relations advice prior to a termination. A council should also seek independent advice during the termination process including advice on the relevant employment legislation affecting CEO employment and the application of that legislation to their specific circumstances. This will ensure that a council complies with employment law during the entire termination process.

A local government is required to endorse the decision to terminate a CEO's employment by way of an absolute majority decision. A local government must certify that the termination was in accordance with the adopted standards in regulations.

Opportunity to improve and mediation

If a CEO is deemed to have been performing poorly, the council must be transparent and inform the CEO of this. It is important that the CEO is given an opportunity to remedy the issues within a reasonable timeframe as agreed between the CEO and the council. The council should clearly outline the areas in need of improvement, and with the CEO's input, determine a plan to address any issues. If a plan for improvement is put in place and the CEO's performance remains poor, then termination may be necessary. If a local government decides to terminate the employment of the CEO it must have conducted a performance review in the previous 12 months in accordance with section 5.38 of the Act.

Where the concerns or issues relate to problematic working relationships or dysfunctional behaviour, it is recommended that a council engages an independent accredited mediator to conduct a mediation between the parties. A mediation session may be useful in assisting parties to understand and address issues before the situation escalates to a breakdown in the working relationship (which affects the ability of the CEO to effectively perform their duties) and the subsequent termination of the CEO's employment.

Termination report

The council should prepare a termination report which outlines the reasons for termination, the opportunities and assistance provided to the CEO to remedy any issues, and an explanation of the CEO's failure to do so. Council must provide prior opportunities and support to the CEO to assist them in remedying the issues which form the basis of the termination. It is a requirement of the regulations that council must provide written notice to the CEO outlining the reasons for their decision to terminate. In addition, council must certify that the termination of the CEO's employment was carried out in accordance with the standards set out in regulations.

Confidentiality

Local governments should ensure that the termination process is kept confidential. The CEO is to be informed of their rights and entitlements. Notice of termination of employment is required to be given in writing. Where possible, the news of termination of employment should also be delivered in person. The CEO should be provided with a letter outlining the reasons for, and date of, the termination of their employment.

Before making any public announcements on the termination of the CEO, a council should ensure that the entire termination process is complete, including that the CEO has been informed in writing of the termination.

Disclaimer

It is outside the scope of these guidelines to provide legal advice, and local governments should seek their own legal advice where necessary. Guidance as to legal requirements and compliance in relation to the termination of employment is provided by the Fair Work Commission at www.fwc.gov.au, the Fair Work Ombudsman at www.fairwork.gov.au and the Western Australian Industrial Relations Commission at www.wairc.wa.gov.au.

LOCAL GOVERNMENT (ADMINISTRATION) AMENDMENT REGULATIONS 2021 – EXPLANATORY NOTES

CEO Standards Explanatory Notes

Section in Amendment Act	Explanation
<p><i>Local Government Legislation Amendment Act 2019.</i> Section 22 – Sections 5.39A, 5.39B & 5.39C.</p>	<p>The <i>Local Government (Administration) Amendment Regulations 2021</i> brings into effect Section 22 of the <i>Local Government Legislation Amendment Act 2019</i> (the Amendment Act).</p> <p>5.39A - Model standards for CEO recruitment, performance and termination. 5.39B - Adoption of Model Standards 5.39C - Policy for temporary employment or appointment of CEO.</p>

	Regulation	Explanation
1	Citation	This provision sets out the citation title of the instrument.
2	Commencement	These regulations come into effect as follows – <ul style="list-style-type: none"> • Regulations 1 & 2 – on the day on which they are published in the <i>Gazette</i> (2 February 2021); • The rest of the regulations – on the day on which the <i>Local Government Legislation Amendment Act 2019</i> section 22 comes into effect (3 February 2021).
3	Regulations amended	These regulations amend the <i>Local Government (Administration) Regulations 1996</i> (Administration Regulations).

	Regulation	Explanation
4	<p>Regulation 18A amended</p> <p>Regulation 18A – Vacancy in position of CEO or senior employee to be advertised (Act s.5.36(4) and 5.37(3)).</p>	<p>Regulation 18A(1) is being amended to align with the new State-wide public notice provisions. If the position of CEO, or of a senior employee, becomes vacant the local government must give State-wide public notice of the position in accordance with the requirements of the Local Government Act (sections 5.36(4) and 5.37(3)).</p> <p>Regulation 18A(2)(da) provides that the State-wide public notice must include a website address where the job description form (JDF) for the position can be accessed.</p>
5	<p>Regulation 18C and 18D deleted</p> <p>Regulation 18C – Selection and appointment process for CEOs</p> <p>Regulation 18D – Performance review of CEO, local government’s duties as to</p>	<p>Regulation 18C is repealed. The prescribed model standards for CEO recruitment and appointment outlined at Schedule 2 (Clauses 3-14) of the <i>Local Government (Administration) Amendment Regulations 2021</i> replace 18C.</p> <p>Local governments are required to determine the selection criteria for the position of CEO prior to a recruitment process being undertaken. The local government must approve by a resolution of an absolute majority of council, a job description form which sets out the duties and responsibilities of the position (5(2)(a)) and details the selection criteria (5(2)(b)).</p> <p>A position vacancy must be advertised in accordance with 5.36(4) of the <i>Local Government Act</i> and 18A of the <i>Local Government (Administration) Regulations 1996</i>. A JDF form must also be made available on the local government’s official website.</p> <p>As part of the process of selection, a panel must be established to conduct the recruitment and selection for appointment to CEO. The selection panel must be</p>

	Regulation	Explanation
		<p>made up of council members and at least one independent person who is not a current councillor, human resources consultant, or employee of the local government. The independent person should have experience in the recruitment and selection of CEO's and / or senior executives. It is the role of the selection panel to recommend one or more suitable applicants to the position of CEO based on the selection criteria outlined in the JDF.</p> <p>A final decision to make an offer of appointment to the position of CEO must be made by an absolute majority of council. The resolution must also approve the proposed terms of the contract.</p> <p>Regulation 18D is repealed. The prescribed model standards for performance review outlined at Division 3 of the of the <i>Local Government (Administration) Amendment Regulations 2021</i> (clauses 15-19) replace 18D.</p> <p>Local governments are required to review the performance of a CEO annually in accordance with section 5.38 of the Act. Division 3 sets out the process for performance review, including establishing the performance criteria upon which to base the review and the requirement to endorse the performance review assessment by absolute majority on its completion.</p> <p>The CEO must be notified of the results of the performance review, including any issues identified in relation to the performance of the CEO, and how the local government proposes to address and manage those issues.</p>
6	Regulations 18FA to 18FC inserted	Regulation 18FA sets out the model standards for local governments in relation to the recruitment, performance review and termination of employment of a local government CEO.

	Regulation	Explanation
	<p>Regulation 18FA – Prescribed model standards for CEO recruitment, performance and termination (Act s.5.39A(1)).</p> <p>Regulation 18FB – Certification of compliance with adopted standards for CEO recruitment (Act s.5.39B(7))</p> <p>Regulation 18FC – Certification of compliance with adopted standards for CEO termination (Act s.5.39B(7)).</p>	<p>Regulation 18FB requires local governments to certify that they have complied with the adopted standards under section 5.39B(7)(a) of the Act. 18FB applies in relation to the recruitment and appointment of a local government CEO. As soon as practicable after a person is employed as CEO, the local government (council), must by resolution of an absolute majority, certify the appointment was made in accordance with the adopted standards.</p> <p>A copy of the resolution to appoint the CEO must be provided to the Department of Local Government, Sport and Cultural Industries (DLGSC) within 14 days of the resolution being passed.</p> <p>Regulation 18FC requires a local government to certify that they have complied with the adopted the standards under section 5.39B(7)(a) of the Act. 18FC applies in relation to the termination of a CEO’s employment contract.</p> <p>If a local government makes the decision to terminate the employment of the CEO, they must certify that the termination was carried out in accordance with the adopted standards for termination by a resolution of an absolute majority. A copy of the resolution must be provided to DLGSC within 14 days of the resolution being passed.</p>
7	Schedule 2 inserted – Model Standards for CEO recruitment, performance and termination	Schedule 2 inserts the model standards for CEO recruitment, performance and termination of employment.
	Division 1 – Preliminary provisions	

	Regulation	Explanation
1.	Citation	<p>New section 5.39B of the Amendment Act requires local governments to adopt the Model Standards within three months of these Regulations coming into operation. The Model Standards, as drafted, provide a template for local governments to adopt the Standards as their own by inserting their local government name.</p> <p>In accordance with section 5.39B, local governments can include additional provisions provided they are consistent with the model standards.</p> <p>To adopt the standards, a resolution needs to be passed by an absolute majority. Once the standards are adopted, it must be published on the local government's website.</p>
2.	Terms used	<p>This clause defines <i>Act, additional performance criteria, applicant, contract of employment, contractual performance criteria, job description form, local government, selection criteria and selection panel</i>. All other terms used have the same meaning as in the Act unless the contrary intention appears.</p>
Division 2 – Standards for recruitment of CEO's		
3.	Overview of Division	<p>Clause 3 sets out the standards to be observed by the local government in relation to the recruitment of CEOs.</p>
4.	Application of Division	<p>Regulation 18C of the <i>Local Government (Administration) Regulations 1996</i> is repealed. Instead, clause 4 applies in relation to Division 2 - the recruitment and selection process for a local government CEO.</p>

	Regulation	Explanation
		<p>Division 2 does not apply in the event that the position of CEO is to be filled by a person in a prescribed class or in relation to the renewal of the CEO's contract, unless the CEO has been employed for a period of 10 or more consecutive years and a period of 10 or more years has elapsed since a selection and recruitment process was carried out.</p> <p>For the purposes of 5.36(5)(a), a person in a prescribed class includes a person who is and will continue to be employed by another local government and is contracted for a period of less than five years, or the person will be acting in the position of CEO for a period of less than one year.</p>
5.	<p>Determination of selection criteria and approval of job description form</p>	<p>Clause 5 deals with determining the selection criteria for the position of CEO. It is a requirement that the local government base the selection criteria on the necessary skills, knowledge, experience and qualifications necessary to effectively perform the role and responsibilities associated with the position.</p> <p>The local government must approve (by absolute majority) a job description form (JDF) that sets out the duties and responsibilities of the position and the selection criteria.</p>
6.	<p>Advertising requirements</p>	<p>Clause 6 deals with advertising the position of CEO where the position becomes vacant or the incumbent has held the position for 10 or more consecutive years. It is a requirement of the Local Government Act (s 5.36(4)) that upon the position of CEO becoming vacant, it must be advertised in a manner prescribed. Regulation 18A of the <i>Local Government (Administration) Regulations 1996</i> sets out the requirements for State-wide advertising.</p>

	Regulation	Explanation
7.	Job description form to be made available by local government	<p>Clause 7 requires a local government to provide a copy of the JDF to a person upon request. The local government must either provide the web address where the JDF can be downloaded, or alternatively if the person is unable to access the website, email a copy, or send a hard copy in the post.</p>
8.	Establishment of selection panel for employment of CEO	<p>Clause 8 requires a local government to establish a selection panel to conduct the selection and recruitment process for appointment of a person to the position of CEO.</p> <p>The selection panel must be comprised of council members and at least one independent person. The independent person (or persons) must not be:</p> <ul style="list-style-type: none"> • a councillor; • a human resources consultant; or • an employee of the local government; <p>It is recommended that an independent person have relevant experience in the recruitment and selection of CEO's and / or senior executives. It is the role of the selection panel to recommend one or more suitable applicants to the position of CEO based on the selection criteria outlined in the JDF.</p> <p>It is at the discretion of the local government to determine the number of people on the selection panel.</p>
9.	Recommendation by selection panel	<p>It is the role of the selection panel to recommend a preferred applicant, or applicants, for appointment to the position of CEO. Clause 9 requires an assessment to be made of each applicant's ability to perform the role of CEO</p>

	Regulation	Explanation
		<p>based on their knowledge, experience, qualifications and skills as measured against the selection criteria outlined in the JDF.</p> <p>The selection panel is required to provide a summary of assessment of each applicant, along with the panel's recommendation as to which applicant, or applicants, are suitable to be employed in the position of CEO.</p> <p>If the selection panel considers none of the applicants suitable for appointment, they must recommend to the local government that a new recruitment and selection process be carried out. The selection panel may also recommend changes be made to the duties and responsibilities of the position, or the selection criteria.</p> <p>The selection panel must act in an impartial and transparent manner and in accordance with the principles set out in section 5.40 of the Act.</p> <p>The selection panel is responsible for ensuring that any applicant, or applicants, they recommend for appointment have demonstrated they meet the selection criteria and have had their qualifications verified. The selection panel must exercise due diligence in verifying referees, work history, skills and any other claims made by the applicant.</p> <p>The local government must have regard to, but is not bound to accept, a recommendation made by the selection panel.</p>
10.	Application of clause 5 where new process carried out	<p>If the selection panel finds that none of the applicants are suitable to be appointed to the position of CEO, they must advise the local government in accordance with 9(3)(a).</p>

	Regulation	Explanation
		<p>Clause 10 requires the recruitment and selection process to be undertaken again if the selection panel advises the local government it considers none of the applicants to be suitable for appointment to the position of CEO.</p> <p>Unless the selection panel recommends changes be made to the duties and responsibilities of the position, or the selection criteria, clause 5 does not apply. In this instance, the original JDF previously approved by the local government (under clause 5) is the JDF form for the purposes of the new recruitment and selection process.</p>
11.	Offer of employment in position of CEO	<p>Clause 11 requires the decision to make an offer of employment to an applicant to the position of CEO is made by an absolute majority of council.</p> <p>The council must approve making the offer of employment to the preferred applicant and the proposed terms of the contract to be entered into.</p>
12.	Variations to proposed terms of contract of employment	<p>Clause 12 applies where the contract terms of the CEO's employment are amended from the original contract offer as a result of negotiations between the successful applicant and the local government.</p> <p>It is a requirement that council approve the terms of the negotiated contract by an absolute majority decision.</p>
13.	Recruitment to be undertaken on expiry of certain CEO contracts	<p>Clause 13 applies if a local government CEO has held the position for a period of 10 or more consecutive years upon expiry of the CEO's contract. Regulation</p>

	Regulation	Explanation
		<p>13 also applies if a period of 10 or more consecutive years has elapsed since a recruitment and selection process for the position has occurred and the incumbent CEO has notified the local government that they wish to have their contract of employment renewed upon its expiry.</p> <p>Subclause 13(2)(a)(ii) is drafted to allow for the possibility that a CEO who has, for example, held office for 10 years and has their contract renewed for another 5-year term following the recruitment and selection process. In this instance, clause 13(2)(a)(ii) will operate to ensure that another 10 years can pass before another recruitment process is required. In the absence of clause 13(2)(a)(ii), when the renewed term came to an end, the CEO would have held the position for 15 consecutive years and clause 13(2)(a)(i) would operate to require a new process be undertaken.</p> <p>The local government must carry out the recruitment and selection process before expiry of the incumbent CEO's contract.</p> <p>The incumbent CEO may have their contract of employment renewed upon expiry if they are selected in accordance with the recruitment and selection process at subclause (3).</p>
14.	Confidentiality of information	<p>Clause 14 requires confidentiality to be observed by the local government as part of the process of recruitment and selection. Information obtained as part of this process must only be used for, or in connection with, recruitment and selection.</p>

	Regulation	Explanation
	Division 3 – Standards for review of performance of CEOs	
15.	Overview of Division	<p>Regulation 18D is repealed. Division 3 effectively deals with the requirement to consider the performance review of the CEO in accordance with section 5.38 of the Act.</p> <p>Division 3 sets out the standards to be observed by the local government in relation to the review of the performance of the CEO.</p>
16.	Performance review process to be agreed between local government and CEO	<p>Clause 16 requires the local government and the CEO to agree on the process for performance review and any performance criteria that are additional to those specified in the contract. For example, the local government and the CEO may wish to include additional performance criteria after 1 or 2 years into a contract term as circumstances and priorities change.</p> <p>The process for performance review must be consistent with clauses 17 (Carrying out a performance review), 18 (Endorsement of the performance review) and 19 (CEO to be notified of the results of the performance review).</p> <p>The process for performance review and the selection criteria upon which the review will be based must be set out in a written document.</p>
17.	Carrying out a performance review	Clause 17 deals with how a review of a CEO's performance must be carried out.

	Regulation	Explanation
		A performance review must be carried out in an impartial and transparent manner. It must also be comprehensive, and evidence based. The CEO's performance must be measured against the performance criteria as specified in the CEO's contract and any other performance criteria as agreed to and set out in the documented process for performance review.
18.	Endorsement of performance review by local government	Clause 18 requires that a performance review is endorsed by an absolute majority of council upon completion.
19.	CEO to be notified of results of performance review	<p>Clause 19(a) requires a local government to notify the CEO of the results of the performance review in writing. If the review identifies any performance issues, the local government must outline how it proposes to address and manage those issues.</p> <p>The local government must notify the CEO of the results of the performance review after it has been endorsed by an absolute majority of council.</p>
	Division 4 – Standards for termination of employment of CEO's	
20.	Overview of Division	Clause 20 sets out the standards to be observed by the local government in relation to the termination of employment of a CEO.
21.	General principles applying to any termination	Clause 21 outlines the general principles that must apply to any termination of a CEO's employment contract. Decisions relating to termination of employment must be made in an impartial and transparent manner.

	Regulation	Explanation
		<p>A CEO must be afforded procedural fairness in relation to the process for termination of employment, this includes:</p> <ul style="list-style-type: none"> a) being informed of their rights, entitlements and responsibilities; b) notification of any allegations against the CEO; c) being given a reasonable opportunity to respond to the allegations; d) and genuinely considering any response provided by the CEO to the allegations.
22.	<p>Additional principles applying to termination for performance-related reasons</p>	<p>Clause 22(1) applies if the local government proposes to terminate the employment of a CEO based on the CEO's work-related performance.</p> <p>Subclauses 22(2)(a)-(d) and 22(3) require that a CEO's employment must not be terminated unless the local government has:</p> <ul style="list-style-type: none"> • previously identified any issues with the CEO's performance as part of the performance review process; • informed the CEO of the performance issues; • given the CEO reasonable opportunity to address and implement a plan to remedy the performance issues; • determined that the CEO has not remedied the performance issues to the satisfaction of the local government; and • 22(3) reviewed the performance of the CEO within the preceding 12 months in accordance with 5.38(1) of the Local Government Act.
23.	<p>Decision to terminate</p>	<p>Clause 23 requires that a decision to terminate the employment of a CEO must be made by an absolute majority of council.</p>

	Regulation	Explanation
24.	Notice of termination of employment	Clause 24 requires that a local government must provide notice in writing of the decision to terminate the employment of a CEO. Written notice must include the local government's reasons for termination.



Adopted Standards for CEO Recruitment, Performance and Termination

Schedule 2 — Model standards for CEO recruitment, performance and termination [Local Government Act 1995 S5.39A & Local Government (Administration) Regulations 1996 R18FA].

1. Citation

These are the Shire of Bridgetown-Greenbushes Standards for CEO Recruitment, Performance and Termination.

2. Terms used

(1) In these standards —

Act means the Local Government Act 1995;

additional performance criteria means performance criteria agreed by the local government and the CEO under clause 16(1)(b);

applicant means a person who submits an application to the local government for the position of CEO;

CEO means the local government's Chief Executive Officer;

contract of employment means the written contract, as referred to in section 5.39 of the Act, that governs the employment of the CEO;

contractual performance criteria means the performance criteria specified in the CEO's contract of employment as referred to in section 5.39(3)(b) of the Act;

job description form means the job description form for the position of CEO approved by the local government under clause 5(2);

local government means the [insert name of local government];

selection criteria means the selection criteria for the position of Chief Executive Officer determined by the local government under clause 5(1) and set out in the job description form;

selection panel means the selection panel established by the local government under clause 8 for the employment of a person in the position of CEO.

(2) Other terms used in these standards that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — Standards for recruitment of CEOs

3. Overview of Division

This Division sets out standards to be observed by the local government in relation to the recruitment of CEOs.

4. Application of Division

(1) Except as provided in subclause (2), this Division applies to any recruitment and selection process carried out by the local government for the employment of a person in the position of CEO.

(2) This Division does not apply —

(a) if it is proposed that the position of CEO be filled by a person in a class prescribed for the purposes of section 5.36(5A) of the Act; or

(b) in relation to a renewal of the CEO's contract of employment, except in the circumstances referred to in clause 13(2).

5. Determination of selection criteria and approval of job description form

(1) The local government must determine the selection criteria for the position of CEO, based on the local government's consideration of the knowledge, experience, qualifications and skills necessary to effectively perform the duties and responsibilities of the position of CEO of the local government.

(2) The local government must, by resolution of an absolute majority of the council, approve a job description form for the position of Chief Executive Officer which sets out —

(a) the duties and responsibilities of the position; and

(b) the selection criteria for the position determined in accordance with subclause (1).

6. Advertising requirements

(1) If the position of CEO is vacant, the local government must ensure it complies with section 5.36(4) of the Act and the

Local Government (Administration) Regulations 1996 regulation 18A.

(2) If clause 13 applies, the local government must advertise the position of CEO in the manner referred to in the Local Government (Administration) Regulations 1996 regulation 18A as if the position was vacant.

7. Job description form to be made available by local government

If a person requests the local government to provide to the person a copy of the job description form, the local government must —

(a) inform the person of the website address referred to in the Local Government (Administration) Regulations 1996 regulation 18A(2)(da); or

(b) if the person advises the local government that the person is unable to access that website address —

(i) email a copy of the job description form to an email address provided by the person; or

(ii) mail a copy of the job description form to a postal address provided by the person.

8. Establishment of selection panel for employment of CEO

(1) In this clause —

independent person means a person other than any of the following —

(a) a council member;

(b) an employee of the local government;

(c) a human resources consultant engaged by the local government.

(2) The local government must establish a selection panel to conduct the recruitment and selection process for the employment of a person in the position of CEO.

(3) The selection panel must comprise —

(a) council members (the number of which must be determined by the local government); and

(b) at least 1 independent person.

9. Recommendation by selection panel

(1) Each applicant's knowledge, experience, qualifications and skills must be assessed against the selection criteria by or on behalf of the selection panel.

(2) Following the assessment referred to in subclause (1), the selection panel must provide to the local government —

(a) a summary of the selection panel's assessment of each applicant; and

(b) unless subclause (3) applies, the selection panel's recommendation as to which applicant or applicants are suitable to be employed in the position of CEO.

(3) If the selection panel considers that none of the applicants are suitable to be employed in the position of CEO, the selection panel must recommend to the local government —

(a) that a new recruitment and selection process for the position be carried out in accordance with these standards; and

(b) the changes (if any) that the selection panel considers should be made to the duties and responsibilities of the position or the selection criteria.

(4) The selection panel must act under subclauses (1), (2) and (3) —

(a) in an impartial and transparent manner; and

(b) in accordance with the principles set out in section 5.40 of the Act.

(5) The selection panel must not recommend an applicant to the local government under subclause (2)(b) unless the selection panel has —

(a) assessed the applicant as having demonstrated that the applicant's knowledge, experience, qualifications and skills meet the selection criteria; and

(b) verified any academic, or other tertiary level, qualifications the applicant claims to hold; and

(c) whether by contacting referees provided by the applicant or making any other inquiries the selection panel considers appropriate, verified the applicant's character, work history, skills, performance and any other claims made by the applicant.

(6) The local government must have regard to, but is not bound to accept, a recommendation made by the selection panel under this clause.

10. Application of cl. 5 where new process carried out

(1) This clause applies if the local government accepts a recommendation by the selection panel under clause 9(3)(a) that a new recruitment and selection process for the position of CEO be carried out in accordance with these standards.

(2) Unless the local government considers that changes should be made to the duties and responsibilities of the position or the selection criteria —

(a) clause 5 does not apply to the new recruitment and selection process; and

(b) the job description form previously approved by the local government under clause 5(2) is the job description form for the purposes of the new recruitment and selection process.

11. Offer of employment in position of CEO

Before making an applicant an offer of employment in the position of CEO, the local government must, by resolution of an absolute majority of the council, approve —

(a) the making of the offer of employment to the applicant; and

(b) the proposed terms of the contract of employment to be entered into by the local government and the applicant.

12. Variations to proposed terms of contract of employment

(1) This clause applies if an applicant who is made an offer of employment in the position of CEO under clause 11 negotiates with the local government a contract of employment (the negotiated contract) containing terms different to the proposed terms approved by the local government under clause 11(b).

(2) Before entering into the negotiated contract with the applicant, the local government must, by resolution of an absolute majority of the council, approve the terms of the negotiated contract.

13. Recruitment to be undertaken on expiry of certain CEO contracts

(1) In this clause —

commencement day means the day on which the Local Government (Administration) Amendment Regulations 2021 regulation 6 comes into operation.

(2) This clause applies if —

(a) upon the expiry of the contract of employment of the person (the incumbent CEO) who holds the position of CEO —

(i) the incumbent CEO will have held the position for a period of 10 or more consecutive years, whether that period commenced before, on or after commencement day; and

(ii) a period of 10 or more consecutive years has elapsed since a recruitment and selection process for the position was carried out, whether that process was carried out before, on or after commencement day; and

(b) the incumbent CEO has notified the local government that they wish to have their contract of employment renewed upon its expiry.

(3) Before the expiry of the incumbent CEO's contract of employment, the local government must carry out a recruitment and selection process in accordance with these standards to select a person to be employed in the position of CEO after the expiry of the incumbent CEO's contract of employment.

(4) This clause does not prevent the incumbent CEO's contract of employment from being renewed upon its expiry if the incumbent CEO is selected in the recruitment and selection process referred to in subclause (3) to be employed in the position of CEO.

14. Confidentiality of information

The local government must ensure that information provided to, or obtained by, the local government in the course of a recruitment and selection process for the position of CEO is not disclosed, or made use of, except for the purpose of, or in connection with, that recruitment and selection process.

Division 3 — Standards for review of performance of CEOs

15. Overview of Division

This Division sets out standards to be observed by the local government in relation to the review of the performance of CEOs.

16. Performance review process to be agreed between local government and CEO

(1) The local government and the CEO must agree on —

(a) the process by which the CEO's performance will be reviewed; and

(b) any performance criteria to be met by the CEO that are in

addition to the contractual performance criteria.

(2) Without limiting subclause (1), the process agreed under subclause (1)(a) must be consistent with clauses 17, 18 and 19.

(3) The matters referred to in subclause (1) must be set out in a written document.

17. Carrying out a performance review

(1) A review of the performance of the CEO by the local government must be carried out in an impartial and transparent manner.

(2) The local government must —

(a) collect evidence regarding the CEO's performance in respect of the contractual performance criteria and any additional performance criteria in a thorough and comprehensive manner; and

(b) review the CEO's performance against the contractual performance criteria and any additional performance criteria, based on that evidence.

18. Endorsement of performance review by local government

Following a review of the performance of the CEO, the local government must, by resolution of an absolute majority of the council, endorse the review.

19. CEO to be notified of results of performance review

After the local government has endorsed a review of the performance of the CEO under clause 18, the local government must inform the CEO in writing of —

(a) the results of the review; and

(b) if the review identifies any issues about the performance of the CEO — how the local government proposes to address and manage those issues.

Division 4 — Standards for termination of employment of CEOs

20. Overview of Division

This Division sets out standards to be observed by the local government in relation to the termination of the employment of CEOs.

21. General principles applying to any termination

(1) The local government must make decisions relating to the termination of the employment of a CEO in an impartial and transparent manner.

(2) The local government must accord a CEO procedural fairness in relation to the process for the termination of the CEO's employment, including —

(a) informing the CEO of the CEO's rights, entitlements and responsibilities in relation to the termination process; and

(b) notifying the CEO of any allegations against the CEO; and

(c) giving the CEO a reasonable opportunity to respond to the allegations; and

(d) genuinely considering any response given by the CEO in response to the allegations.

22. Additional principles applying to termination for performance-related reasons

(1) This clause applies if the local government proposes to terminate the employment of a CEO for reasons related to the CEO's performance.

(2) The local government must not terminate the CEO's employment unless the local government has —

(a) in the course of carrying out the review of the CEO's performance referred to in subclause (3) or any other review of the CEO's performance, identified any issues (the performance issues) related to the performance of the CEO; and

(b) informed the CEO of the performance issues; and

(c) given the CEO a reasonable opportunity to address, and implement a plan to remedy, the performance issues; and

(d) determined that the CEO has not remedied the performance issues to the satisfaction of the local government.

(3) The local government must not terminate the CEO's employment unless the local government has, within the preceding 12-month period, reviewed the performance of the CEO under section 5.38(1) of the Act.

23. Decision to terminate

Any decision by the local government to terminate the employment of a CEO must be made by resolution of an absolute majority of the council.

24. Notice of termination of employment

(1) If the local government terminates the employment of a CEO, the local government must give the CEO notice in writing of the termination.

(2) The notice must set out the local government's reasons for terminating the employment of the CEO.

– End of Schedule

A copy of these Standards is to be placed on the local government's official website, pursuant to Section 5.39B(6) of the Local Government Act 1995.



ROLLING ACTION SHEET

ROLLING ACTION SHEET
December 2020 (encompassing Council Resolutions up to Council Meeting held 17 December 2020)

Where a tick is indicated this Item will be deleted in the next update

Council Decision No.	Wording of Decision	Responsible Officer	Past comments	Progress since last report	√
C.14/0310 Preliminary Report – Plantation Exclusion Zones	<p>That Council:</p> <ol style="list-style-type: none"> 1. Agrees that any consideration of plantation exclusion zones should also address the Greenbushes, North Greenbushes and Hester townsites, the Yornup township and existing or proposed local development areas throughout the Shire municipality. 2. Directs the Chief Executive Officer to prepare preliminary documentation and present a report to a future meeting of Council to initiate a scheme amendment to Town Planning Scheme No. 3 seeking to modify Table I to prohibit 'Afforestation' within the Rural zone of the scheme area. 3. Directs the Chief Executive Officer to present all planning applications for 'Afforestation' for land within Town Planning Scheme No. 3 to Council for determination, until such time as the scheme amendment required by Point 2 above has been finalised. 4. Directs the Chief Executive Officer to engage a suitably qualified consultant to undertake a Bush Fire Hazard Assessment of the Shire municipality, in consultation with FESA, and in accordance with the Planning for Bush Fire Protection document. 	L Guthridge	<ol style="list-style-type: none"> 1. Noted. 2. Presented to Council in August 2011 for initial adoption. Advertising period closed on 8 December 2011. Amendment adopted by Council on 25 January 2012 and forwarded to WAPC for final approval. Amendment gazetted 8 June 2012. 3. Noted. 4. Funding application was successful – Council accepted funds at March 2011 meeting. Bushfire Hazard Strategy Consultant Brief finalised and tenders called for by 14 September 2011. Final report received and adopted by Council in August 2012 for purpose of future public consultation. Council in March 2016 	<p><u>March 2021</u> All aspects of the resolution have been completed excepting review of Plantations Policy – a report will be submitted to the April Council meeting on this review.</p>	

	<p>5. Directs the Chief Executive Officer to commence a comprehensive review of the Shire's Plantation Applications Policy to address the following issues:</p> <ul style="list-style-type: none"> a) Definition of woodlots and shelter belts and list of acceptable locally native tree species. b) Location of surrounding development and adequate bush fire risk assessment and management, with reference to FESA Guidelines for Plantation Fire Protection. c) Other natural resource management issues identified in the Shire's Managing the Natural Environment Policy and Natural Environment Strategy. <p>6. Following completion of Points 4 and 5 above, the Chief Executive Officer is to present a report to a future meeting of Council for further consideration.</p>		<p>resolved not to progress. See Point 6 below.</p> <p>5. Commenced but little progress to date, pending adoption of Bushfire Hazard Strategy. No further action progressed. New detailed Bushfire Hazard Level Assessment to be prepared for Local Planning Strategy, with recommendations for plantation exclusion (August 2017).</p> <p>November 2018 New draft Bushfire Hazard Assessment being prepared by consultant, to assist further consideration of plantation exclusion.</p> <p>December 2018 CEO and Manager Planning met with bushfire consultant on 28 November 2018. Bushfire Hazard Assessment nearing completion for presentation to Council early in 2019.</p> <p>6. Noted. Draft Bush Fire Hazard Strategy adopted by Council in August 2012 for the purpose of future public consultation along with scheme amendments. See Item C.19/0812 below. No further action to be taken with strategy as per C.18/0216. No further action on policy review (May 2016).</p> <p>January 2019 Final draft Bushfire Hazard Strategy received for Staff review, to be presented to Council by March 2019. No progress made of Plantation Applications Policy Review.</p> <p>February 2019 Bushfire Hazard Level Assessment feedback sent to consultant for finalising document. Research commenced for Plantation Applications Policy Review.</p>		
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		<p>March 2019 Final Bushfire Hazard Level Assessment received for staff review then to be presented to Council in April 2019. Research commenced for Plantation Applications Policy Review.</p> <p>April 2019 Final BHL report received still under review for presentation to Council in May 2019. BHL to also be sent to DPLH and DFES. Further research into Plantation Applications Policy review not progressed.</p> <p>July 2019 Final BHL report received still under review for presentation to Council in August 2019. BHL to also be sent to DPLH and DFES. Further research into Plantation Applications Policy review not progressed.</p> <p>August 2019 BHL to be presented to Council in November 2019.</p> <p>September 2019 Draft BHL referred to DPLH and DFES for preliminary feedback, before being presented to Council.</p> <p>October 2019 Preliminary response received from DFES on draft BH. Pending feedback from DPLH.</p> <p>November 2019 Preliminary response received from DFES on draft BHL. Pending feedback from DPLH.</p> <p>December 2019 Preliminary response received from DFES on draft BHL. Pending feedback from DPLH.</p> <p>January 2020 Preliminary response received from DFES on draft BHL. Pending feedback from DPLH.</p>		
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			<p>February 2020 Preliminary response received from DFES on draft BHL. Pending feedback from DPLH.</p> <p>March 2020 Preliminary response received from DFES on draft BHL. Pending feedback from DPLH.</p> <p>April 2020 Preliminary response received from DFES on draft BHL. Pending feedback from DPLH.</p> <p>May 2020 Preliminary response received from DFES on draft BHL. Contact with DPLH made in May 2020 for pending feedback. Meeting to be scheduled shortly.</p> <p>June 2020 Meeting with DPLH scheduled for 26 June 2020 to discuss draft Bushfire Hazard Level Assessment.</p> <p>July 2020 Meeting with DPLH scheduled held on 26 June 2020 to discuss draft Bushfire Hazard Level Assessment. Councillor Briefing to be held on 23 July 2020 regarding draft Bushfire Hazard Level Assessment and other bushfire issues.</p> <p>August 2020 Councillor Briefing held 23 July 2020 on findings of the BHL and bushfire framework review update. Final BHL to be presented to Council in August 2020 for adoption.</p> <p>September 2020 Bushfire Hazard Level Assessment adopted by Council 27 August 2020. Local Planning Strategy progressing. Plantation Applications Policy still to be reviewed.</p>	
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			<p>October 2020 Plantation Applications Policy still to be reviewed.</p> <p>February 2021 No progress since last update</p>		
<p>C.16/0513 Greenbushes Overnight Stay Facility</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Endorse the proposal to establish a short term caravan and camping transit park (6 sites) at the Greenbushes Sportsground, adjacent to the old cricket pavilion. 2. Endorse the proposal to redevelop the old cricket pavilion to a “camper’s bunkhouse” with 4 bunks being provided. 3. Seek the approval of the Minister for Local Government for approval of the transit park and bunkhouse 4. Consider allocation of a sum of \$6,000 in the 2013/14 budget for development of the transit park and hikers bunkhouse. 	T Clynch	<p>An application has been submitted to the Department of Local Government (October 2013).</p> <p>Approval for the use of the land as a transient caravan park has been granted (subject to conditions) by the Department of Lands. The approval of the Minister for Local Government is now required and an application is being submitted (September 2014).</p> <p>Concerns have been raised by Water Corporation due to proximity to Greenbushes water supply and it appears that until such time as the water supply dam is discontinued (as proposed under new integrated water supply project) the transit caravan park will be deferred (May 2015).</p> <p>Progression of this proposal can be seen as a linkage to Council’s request for acquisition of the Dumpling Gully Precinct – Resolution C.02/1216 (April 2017).</p> <p>November 2018 The processes involved in Council’s acquisition of the Dumpling Gully Precinct is far longer and complicated than originally estimated by all parties however there is a commitment from both DBCA and Water Corporation to progress it.</p> <p>In the meantime the process for preparing a</p>	<p>March 2021 Some aspects of this resolution have been superseded by content included in the proposed Greenbushes Sportsground Precinct project, specifically relating to the camping area. A Camping Strategy is to be prepared that will address the “camper’s bunkhouse” concept.</p>	√

		<p>concept plan for the Greenbushes Sportsground precinct could be commenced and this will be referred to the next Concept Forum for discussion.</p> <p>January 2019 Refer item in Council agenda about de-vesting of Greenbushes water supply catchment area which is the first step in the Dumpling Gully dams being vested in the Shire for recreational and irrigation purposes.</p> <p>February 2019 Submission lodged with Department of Water and Environmental Regulation recommending that the Greenbushes Catchment Area should be abolished under the Country Areas Water Supply Act 1947.</p> <p>April 2019 Discussion at the April Concept Forum occurred and identified the need to complete the planning phase of this project and re-engage with the Greenbushes community. A report will be presented to Council.</p> <p>September 2019 A large scale plan (encompassing the feedback from previous community consultation) is currently being prepared for presentation at a forthcoming community engagement session.</p> <p>October 2019 A draft plan has been prepared as a precursor to community consultation.</p> <p>December 2019 Update Plan has been completed. Next round of community consultation to commence in January.</p> <p>February 2020 Community consultation currently occurring.</p> <p>March 2020 Awaiting completion of community</p>		
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			<p>engagement period before any submissions will be assessed.</p> <p>April 2020 Submissions currently being assessed.</p> <p>May 2020 Update provided to May Concept Forum. Intending to present findings of community consultation to the Greenbushes community prior to matter being presented to Council. Timing of community presentation subject to further easing of COVID-19 public gathering restrictions.</p> <p>July 2020 Staff to attend next Grow Greenbushes meeting to provide feedback on community consultation for the project.</p> <p>September 2020 Community briefing on outcomes of community consultation scheduled for 30 September 2020 in Greenbushes.</p> <p>October 2020 Community briefing on outcomes of community consultation held on 30 September 2020 in Greenbushes. It is now intended to proceed with the development of detailed plans and costings in order to make the project 'shovel ready' for future grant opportunities.</p> <p>January 2021 Preparation of a scope of works for consultants to progress the conceptual design of the Greenbushes Sportsground and Tourism Precinct project is being prepared in house for review by ELT and issue in February 2021</p> <p>February 2021 No progress since last update</p>		
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<p>C.03/1116 RV Friendly Towns</p>	<p>That Council consider the registration and promotion of Bridgetown as an RV Friendly Town and Greenbushes as an RV Destination and request the CEO present a report back to Council on the requirements and implications of obtaining such registrations.</p>	<p>T Clynych</p>	<p>Assessment against guidelines of Campervan and Motorhome Club of Australia Limited (CMCA) has commenced (March 2017).</p> <p>The requirement for a dump point is a mandatory requirement for registration as a RV Friendly Town and assessment of options is currently occurring to enable a report back to Council (April 2017).</p> <p>A meeting has recently been held with representatives of the Bridgetown Agricultural Society regarding development of a dump point at the showgrounds (June 2017).</p> <p>Greenbushes appears to comply with the requirements necessary to obtain "RV Friendly Destination" Status and the Visitor Centre Manager is in the process of submitting an application (February 2018).</p> <p>An application to Water Corporation is currently being prepared for a sewerage connection for a dump point at the railway car park. This will enable a cost estimate to be conducted. Funding of the dump point is a proposed new action in the updated corporate Business Plan proposed to be presented to the budget workshop (May 2018).</p> <p>Discussions occurred at August Council Concept forum. Railway car park site confirmed. Costings and design for both sewerage and holding tank options being progressed (September 2018).</p>	<p><u>March 2021</u> A Camping Strategy is to be prepared and will address the RV Friendly Towns requirements.</p>	
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		<p>November 2018 Discussion occurred at the November Concept forum about the proposed dump point in Bridgetown and direction was given to staff to further investigate waste water disposal options.</p> <p>February 2019 Application has been lodged with Water Corporation for a sewer connection for a dump point in the railway car park.</p> <p>March 2019 Planning and cost estimates for establishment of a dump point in the railway car park is being completed in time for 2019/20 budget considerations. Greenbushes site – refer comments for Resolution C.16/0513 on Page 5.</p> <p>April 2019 An application has been submitted to Water Corporation for connection to sewer for the proposed dump point in the railway car park. A dump point at the Greenbushes Sportsground is being investigated as part of the planning for that precinct.</p> <p>June 2019 At the June Concept Forum council determined to include funding in 2019/20 for installation of a sewer connected dump point in the railway car park. This funding will be confirmed in the 2019/20 budget.</p> <p>October 2019 The approval process for connection of sewer to the proposed dump point in the railway car park (Bridgetown) has commenced.</p> <p>The draft concept plan for the Greenbushes Sportsground Precinct shows a proposed dump point.</p> <p>November 2019</p>		
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		<p>Application for sewer connection for dump point in railway car park has been submitted to Water Corporation.</p> <p>February 2020 Dump point application for Bridgetown has been submitted and installation is expected by June 2020. Signage to incorporate dump point insignia will be required and this will be an opportunity to review advance warning signage on entrance to Bridgetown.</p> <p>Greenbushes camp area is included in current community consultation for Greenbushes Sportsground Precinct.</p> <p>May 2020 Installation of the dump point in railway car park has been deferred as trenching of Spencer Street is required for sewer connection and plumber raised concerns about trenching in Winter. Works have been rescheduled for Spring.</p> <p>Greenbushes camp area is included in current community consultation for Greenbushes Sportsground Precinct.</p> <p>January 2021 Preparation of a scope of works for consultants to progress the conceptual design of the Greenbushes Sportsground and Tourism Precinct project is being prepared in house for review by ELT and issue in February 2021.</p> <p>The Bridgetown dump point has been installed and is now operational. Directional street signage has been ordered and awaiting supply.</p> <p>February 2021 Directional signage to dump point, electric vehicle recharge station, caravan parking, etc. installed.</p>		
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<p>C.02/1216 Acquisition of Dumpling Gully Precinct</p>	<p>That Council request the CEO to investigate the options of the Shire of Bridgetown-Greenbushes taking ownership of the Dumpling Gully Dams (and associated area) commonly called the Dumpling Gully Precinct to incorporate the area into a Shire Reserve which can be developed for both passive and active recreation activities for the community and to manage and protect the Wetlands and associated unique fauna and flora of the region.</p>	<p>T Clynych</p>	<p>Correspondence forwarded to Water Corporation on 23 December 2016. Response received 28 February 2017 indicating in-principle support to the proposal (April 2017).</p> <p>A meeting was held with the Water Corporation and Talison Lithium on 19.6.17 to further discuss the processes for de-proclamation of the drinking water source and the need to engage with DPAW (July 2017).</p> <p>A meeting is scheduled for 3 September with Water Corporation to progress this matter (September 2018).</p> <p>Advice received from Water Corporation that is continuing to work with Department of Water and Environmental Regulation (DWER) about excising the dam from State Forest (requires Cabinet approval) and resolving the water allocation issues. A follow up meeting with DWER is being planned (October 2018).</p> <p>January 2019 Refer item in January agenda.</p> <p>February 2019 Submission lodged with Department of Water and Environmental Regulation recommending that the Greenbushes Catchment Area should be abolished under the Country Areas Water Supply Act 1947.</p> <p>September 2019 DWER is currently conducting stakeholder consultation on the abolition of the Greenbushes Catchment Area under the Country Areas Water Supply Act 1947 on the basis that water quality issues with this</p>	<p>March 2021 No progress since last update.</p>
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		<p>source means that it is no longer used by the Water Corporation to supply public drinking water. The DWER recommendation is that the catchment should now be abolished to enable increased recreation, tourism and customary activities.</p> <p>October 2019 The process to transfer the land from State Forest is progressing.</p> <p>March 2020 The Shire President and CEO had a meeting with the Minister for Environment about growth strategy projects and took the opportunity to ask for an update on transfer of the former Water Corporation dams to the Shire. A response was subsequently received from the Minister advising that DBCA is supportive in-principle of the Shire's request to use the dams for recreation but a number of issues need to be addressed with both the Shire and Water Corporation. A meeting of all parties is to be requested to expedite the matter.</p> <p>May 2020 A meeting of relevant agencies is required but hasn't been able to be arranged due to COVID-19. With the current easing of restrictions a meeting is to be scheduled.</p> <p>July 2020 A meeting with DBCA is being arranged for August.</p> <p>August 2020 A meeting was held with DBCA to discuss a number of matters including the dumpling gully precinct. This led to an understanding that a meeting with all parties (Shire, DBCA and Water Corporation) needs to be held and this is currently being arranged.</p> <p>September 2020 A request has been submitted to DBCA for a</p>		
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			<p>meeting to be held between Shire, DBCA and Water Corporation to identify issues to enable this proposal to be progressed.</p> <p>January 2021 No further progress.</p> <p>February 2021 No progress since last update</p>		
C.05/1216 Greenbushes Townsite Carpark	<p>That Council:</p> <ol style="list-style-type: none"> 1. Adopts in principle the proposed Greenbushes Town Centre Carpark and Access Concept Plan. 2. Authorises the CEO to progress discussion with the landholders to acquire private property adjacent to the laneway at the rear of the shopping area on the corner of Blackwood Road and Stanifer Streets in Greenbushes for the purposes of creating a formalised car parking area. 3. Requests the CEO to finalise the plan to include appropriate drainage, road access and parking and traffic ways. 4. Requests the CEO to identify suitable funding opportunities for the project. 	T Clynh	<p>Letters sent to affected property owners in order to commence consultation on possible ceding of private land for the project (March 2017).</p> <p>Cr Scallan provided an update to the February 2018 Standing Committee meeting advising:</p> <ul style="list-style-type: none"> • Consultation still in progress • Owner now supportive of concept • Commercial discussions to commence • Once agreement in place discussions will be had with other landowners • Detailed design work now progressing in parallel <p>The CEO meet with Grow Greenbushes representatives on 31 May 2018 to discuss pathway for acquiring land and investigating grant opportunities (June 2018).</p> <p>An updated concept plan has been received and is being assessed (July 2018).</p> <p>Letters have been sent to land owners requesting written agreement to the proposals for land acquisition (September 2018).</p>	<p>March 2021 Refer item in March Council agenda.</p>	√

		<p>Responses have been received from 2 of the 3 land owners with the other advising that a response will be provided by early to mid November (October 2018).</p> <p>November 2018 Two grant applications have been submitted for this project and will be determined by March 2018.</p> <p>January 2019 Revised offers for land acquisition are to be sent to the property owners.</p> <p>February 2019 Awaiting confirmation from Talison about funding commitment to the land acquisition component of the project before sending updated offers to affected land owners.</p> <p>March 2019 Grant application was unsuccessful.</p> <p>April 2019 Updated land acquisition offers have been sent to affected property owners.</p> <p>May 2019 This is one of the projects identified for inclusion in Council's infrastructure plan prepared for the purpose of assessing and leveraging the expected population increase associated with the Talison Expansion Project.</p> <p>August 2019 Car park design is being amended to reflect decision of one of the land owners not to accept offer to purchase land.</p> <p>September 2019 Discussions have been held with Talison on the proposed revised design of the car park, excluding the land unable to be purchased. A final plan and cost estimates are expected by the end of September.</p> <p>October 2019</p>		
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		<p>Talison has made some variations to the carpark design and intends to consult with the Greenbushes community on those changes.</p> <p>The updated plan is to be presented to the November Concept Forum.</p> <p>November 2019</p> <p>Discussions being held with Talison Lithium P/L on final negotiations with affected property owners and process to follow for acquisition of the subject land.</p> <p>February 2020</p> <p>Meeting held with Talison Lithium to discuss project. Board approval to meet land acquisition costs is currently being obtained. Talison Lithium is also reviewing construction cost estimates.</p> <p>March 2020</p> <p>Updated land acquisition costs provided to Talison to enable its Board to consider funding allocation to the project.</p> <p>June 2020</p> <p>Land acquisition is to be funded by Talison as part of the Greenbushes CBD Parking & Safety Enhancement Project in the Growth Strategy. Advice was received from Talison in June that due to economic factors the funding of the land acquisition had to be deferred until 2021/22.</p> <p>January 2021</p> <p>Talison Mine Manager Craig Dawson advised on 24 December that the Board of Directors have approved funding to facilitate the purchase of the land. CEO is liaising with landowners to confirm intent to sell remains. Business Plan for this project is complete including project plan and costings. One identified funding source is Round 2 of LRCIP and this is currently being investigated further.</p>		
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			<p>February 2021 Subdivision application to excise land being prepared.</p>	
<p>C.03/0217 Potential Outsourcing of Selected Park Maintenance Functions</p>	<p>That the CEO report back to Council prior to or during the 2017/18 budget process on the implications and processes that would be required for Council to consider calling for expressions of interest from suitable contractors to take over maintenance of a number of Shire parks including but not limited to Memorial Park, Blackwood River Park, Geegelup Park and Thompson Park.</p>	<p>T Clynh</p>	<p>Compilation of existing maintenance functions and associated resources currently occurring which is required for report to Council. Report being prepared for June meeting. Further reporting is to occur by the end of the year.</p> <p>Council workshop to occur in February.</p> <p>Workshop held on 22.2.18 with the directions from that workshop to be used to refine the service levels before formal presentation back to Council (March 2018)</p> <p>Investigation into processes and specifications for calling tenders for selected outsourcing is currently occurring (July 2018).</p> <p>November 2018 A tender document for mowing of passive open spaces is currently being prepared.</p> <p>December 2018 The completion of the tender document has been deferred until completion of the organisational restructure and new workforce plan. Discussion on this occurred at the Council workshop held on 10.12.18.</p> <p>February 2019 With completion of the Workforce Plan preparation of the park mowing tender is to be progressed.</p> <p>June 2019 Discussion on parks and gardens service levels occurred at the June concept forum and the intent is to revisit those service</p>	<p>March 2021 Further workshopping of these service levels occurred at the March Concept Forum.</p>

		<p>levels commencing with a councillor/staff workshop to be scheduled in September/October. In the meantime the proposal to investigate outsourcing of mowing services will be deferred.</p> <p>August 2019 Taking into account restrictions imposed on council under its 'Election Caretaker Period' Policy the proposed workshop on parks and gardens service levels will be scheduled for November.</p> <p>October 2019 A scope for the proposed workshop has been developed and will be presented to the November Concept Forum as well as an update on "service level" modelling being done by the south west integrated planning network (of which the Shire is a member).</p> <p>November 2019 Discussion occurred at November Concept Forum with workshop scheduled for approximately February 2020.</p> <p>December 2019 Update Discussion occurred at November Concept Forum. Council workshop to be held in February 2020.</p> <p>March 2020 Due to other urgent matters arising the scheduling of the workshop in March didn't occur. A date in April is to be sought.</p> <p>June 2020 At the June 2020 Concept Forum staff and councillors workshopped the hierarchical classifications and the setting of hierarchies for each park and reserve. This information feeds into the next workshop planned for the August Concept Forum which will be for the identification of specific service levels for each hierarchy.</p> <p>September 2020</p>		
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		<p>A second workshop was held with councillors at the September Concept Forum.</p> <p>October 2020 A workshop session was held at the September Concept Forum. Councillors expressed support for the Levels of Service noting that it is a live document. The next step is for Shire staff to plan, implement and control technical service levels to influence the community service levels including the allocation of resources to service activities that the organisation undertakes to best achieve the desired service levels in this document and any other essential activities. These will be linked to the asset management plan and the annual budgets covering operations and maintenance. Assessment of costs and risks within resources available in the long-term financial plan may result in trade-off of service levels performance and/or an improvement plan to achieve a sustainable position. The financial implications will be discussed in the next 6 months.</p> <p>January 2021 Development & Infrastructure Services and Corporate Services are currently assessing the financial implications to best achieve the desired service levels and any other essential activities.</p> <p>February 2021 Service levels to be workshopped at March Concept Forum.</p>		
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<p>C.08/0917 Preparation of Shire of Bridgetown-Greenbushes Local Planning Strategy and Local Planning Scheme No 6</p>	<p>That Council:</p> <ol style="list-style-type: none"> Notes that the draft Local Planning Strategy adopted by Council in November 2012 has not been endorsed by the Western Australian Planning Commission for the purpose of advertising and will not be further progressed. Notes the appointment of Lush Fire & Planning to prepare a Bushfire Hazard Level Assessment to guide preparation of a new Local Planning Strategy and Local Planning Scheme for the Shire of Bridgetown-Greenbushes. Pursuant to regulation 11 of the Planning and Development (Local Planning Schemes) Regulations 2015, directs the Chief Executive Officer to prepare a new Local Planning Strategy for all land within the Shire of Bridgetown-Greenbushes municipality, as per the Scheme Map Area marked in Attachment 9. Pursuant to section 72 of the Planning and Development Act 2005 and regulation 19 of the Planning and Development (Local Planning Schemes) Regulations 2015, directs the Chief Executive Officer to prepare a new Local Planning Scheme No. 6, for all land within the Shire of Bridgetown-Greenbushes municipality, as per the Scheme Map Area in Attachment 9, and upon gazettal will revoke Town Planning Scheme No. 3 and Town Planning Scheme No. 4. Pursuant to section 72 of the Planning and Development Act 2005 and regulation 20 of the Planning and Development (Local Planning Schemes) Regulations 2015, directs the Chief Executive Officer to forward to the Western 	<p>L Guthridge</p>	<ol style="list-style-type: none"> Noted. Noted. Preliminary investigations completed. Preliminary draft report received February 2018 for staff review. Meeting scheduled with Department of Planning, Lands and Heritage for 8 March 2018 for preliminary advice. Follow up meeting with DPLH staff on 27 March 2018, working with consultant on modifications. Draft report to be presented to Council in July 2018 (April 2018). Contact has since been made with a planning consultant to assist in completion of the Local Planning Strategy (June 2018). Consultant has been engaged (July 2018). Meeting held with DPLH staff on 4 September 2018 (September 2018). Noted. Noted. Correspondence sent to WAPC on 26 October 2017. Response received. Noted. To be actioned. <p>November 2018 Liaison with Shire's planning consultant and DPLH staff continuing.</p> <p>December 2018 Sections of draft LPS prepared by planning consultant currently being reviewed by Shire staff.</p> <p>January 2019 Final draft Bushfire Hazard Level Assessment received for Shire staff review. Further consultation with planning consultant</p>	<p>March 2021 A consultant has been engaged to assist with completion of the Local Planning Strategy.</p>	
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	<p>Australian Planning Commission:</p> <p>a) A copy of Council's resolution deciding to prepare a new Local Planning Strategy and Local Planning Scheme No. 6 for the Shire of Bridgetown-Greenbushes; and</p> <p>b) A map marked Scheme Map Area signed by the Chief Executive Officer, on which is delineated the area of land proposed to be included in the Local Planning Strategy and Local Planning Scheme No. 6 for the Shire of Bridgetown-Greenbushes.</p> <p>6. Subject to receiving notification from the Western Australian Planning Commission pursuant to regulation 20 of the Planning and Development (Local Planning Schemes) Regulations 2015, directs the Chief Executive Officer to:</p> <p>a) publish a notice within a newspaper circulating in the Shire district of the passing of the resolution deciding to prepare a Local Planning Strategy and Local Planning Scheme No. 6 for the Shire of Bridgetown-Greenbushes.</p> <p>b) forward a copy of the notice to and seeking a memorandum in writing setting out any recommendations in respect of the resolution to:</p> <p>(i) the local government of each district that adjoins the local government district;</p> <p>(ii) each licensee under the Water Services Act 2012 likely to be affected by the scheme;</p>		<p>undertaken in December 2018. Shire staff working through detailed zoning and lot analysis for all townsites and investigation areas.</p> <p>February 2019 Zoning and Precinct Analysis completed and forwarded to planning consultant for consideration. See C.14/0310 above in relation to Bushfire Hazard Level Assessment.</p> <p>March 2019 Meeting scheduled with DPLH staff, SWDC staff and planning consultant. See C.14/0310 above in relation to Bushfire Hazard Level Assessment.</p> <p>April 2019 Meeting held with DPLH and SWDC staff in March 2019. Planning Consultant working on Planning Precinct Analysis. See C.14/0310 above in relation to Bushfire Hazard Level Assessment.</p> <p>May 2019 Liaison with DPLH staff, planning consultant and bushfire consultant continuing.</p> <p>June 2019 Further liaison with planning consultant continuing.</p> <p>July 2019 Further liaison with planning consultant and DPLH continuing.</p> <p>August 2019 Further liaison with planning consultant required.</p> <p>September 2019 Preliminary draft Local Planning Strategy referred to DPLH for feedback.</p> <p>October 2019 Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p>		
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	<p>(iii) the Chief Executive Officer of the Department of Biodiversity, Conservation and Attractions assisting in the administration of the Conservation and Land Management Act 1984; and</p> <p>(iv) each public authority likely to be affected by the scheme, including the Department of Water and Environment Regulation pursuant to section 81 of the Planning and Development Act 2005.</p>	<p>November 2019 Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p>December 2019 Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p>January 2020 Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p>February 2020 Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p>March 2020 Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p>April 2020 Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p>May 2020 Contact made with DPLH for pending feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.. Meeting to be held as soon as possible. Feedback</p> <p>June 2020 Preliminary feedback from DPLH received on draft Local Planning Strategy. Meeting with DPLH scheduled for 26 June 2020 to discuss draft Bushfire Hazard Level Assessment and draft Local Planning Strategy.</p> <p>July 2020 Meeting with DPLH held on 26 June 2020 to discuss draft Bushfire Hazard Level</p>		
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			<p>Assessment and draft Local Planning Strategy. Follow up meeting with DPLH scheduled for 27 July 2020 to discuss draft Local Planning Strategy, with further work continuing.</p> <p>August 2020 Councillor Briefing held 23 July 2020 on findings of the BHL and bushfire framework review update. Final BHL to be presented to Council in August 2020 for adoption. Work on draft Local Planning Strategy continuing.</p> <p>September 2020 Bushfire Hazard Level Assessment adopted by Council 27 August 2020. Local Planning Strategy progressing.</p> <p>January 2021 Geoff Lush from Lush Fire and Planning Consultants have been appointed to assess (and provide an estimate for same) for what work is required to progress and complete the Local Planning Strategy.</p> <p>Once an estimate is received it will be determined if the Shire appoints Lush Fire and Planning in line with budget constraints.</p> <p>February 2021 No progress since last update</p>		
C.06/0418 Proposed Road Closure for Amalgamation – Adjoining Roe Street, Bridgetown	<p>That Council, in relation to the proposed closure for amalgamation of the road adjoining Roe Street, Bridgetown, as per Attachment 8:</p> <ol style="list-style-type: none"> Notes the public submissions received, as per Attachment 10, and the Shire staff responses in the Schedule of Submissions, as per Attachment 11. Pursuant to s.58 of the Land Administration Act 1997 supports the proposed closure of unmade and unnamed road adjoining Roe Street, Bridgetown, between Lot 3 (99) and Lot 4 (101) Roe Street, Bridgetown, for amalgamation with 	L Guthridge	<ol style="list-style-type: none"> Noted Noted. Referred to DPLH on 2 May 2018, response pending. <p>November 2018 A list of all outstanding actions referred to the Department Planning, Lands and Heritage (as listed in this Rolling Action Sheet) is to be compiled and a meeting requested with relevant staff of that</p>	March 2021 An update on this proposal has been requested from DPLH.	

	<p>adjoining land.</p> <p>3. Directs the Chief Executive Officer to forward relevant information to the Department of Planning, Lands and Heritage seeking approval from the Minister for Lands in relation to Point 2.</p>	<p>department in order to progress them to conclusion.</p> <p>December 2018 No progress since November update.</p> <p>January 2019 Decision of DPLH pending on proposed road closure. Overall audit of outstanding matters not progressed.</p> <p>March 2019 Decision of DPLH pending on proposed road closure. Overall audit of outstanding matters commenced and liaison continuing with DPLH staff.</p> <p>May 2019 DPLH response still pending.</p> <p>June 2019 Response from DPLH still pending.</p> <p>July 2019 Response from DPLH still pending.</p> <p>August 2019 Response from DPLH still pending.</p> <p>September 2019 Liaison continuing with DPLH regarding land distribution.</p> <p>October 2019 Liaison continuing with DPLH regarding land distribution.</p> <p>November 2019 Pending final response from DPLH.</p> <p>November 2019 Pending final response from DPLH.</p> <p>January 2020 DPLH response still pending. Contact made January 2020.</p> <p>February 2020 DPLH response still pending.</p> <p>March 2020 DPLH response still pending.</p> <p>April 2020 DPLH response still pending.</p>		
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C.08/0718 Licence to Occupy – Greenbushes Railway Station	<p>That Council:</p> <ol style="list-style-type: none"> Writes to Arc Infrastructure advising the Greenbushes Discovery Centre Incorporated has expressed a long- term goal to relocate the Greenbushes Railway Station Building to the Greenbushes Discovery Centre, 38 Blackwood Road, Greenbushes as an extension to that facility. Inform Arc Infrastructure that the Shire of Bridgetown Greenbushes and Greenbushes Discovery Centre have received letters from the Public Transport Authority giving permission for the relocation of the building when finances/grant funding opportunities enable this to occur. Enquire whether a Licence to Occupy the land and buildings would be necessary given the agreement with the PTA for community end-use for the building. 	T Clynych	<p>Correspondence has been forwarded to Arc Infrastructure (September 2018)</p> <p>November 2018 A response to the Shire’s correspondence is yet to be received.</p> <p>May 2019 A meeting is currently being sought with Arc Infrastructure to progress this and other rail related issues.</p> <p>June 2019 At a meeting with Arc Infrastructure held on 17 June this matter was discussed. The Public Transport Authority (PTA) has granted its approval to the proposed removal of the railway station from its current site and Arc Infrastructure will now prepare an agreement for amendment of its licence with PTA.</p> <p>March 2020 No progress since last update. Note this project is not a ‘Shire’ project but a ‘Grow Greenbushes’ project so Shire involvement</p>	<p>March 2021 Approvals have been given for the removal of the railway station from its current site. Business case planning has been completed and funding either obtained or applied for.</p>

	<p>4. Assist the Greenbushes Discovery Centre finalise the business plan for consideration by all parties, including potential funding partners.</p>		<p>is minimal. July 2020 Council has earmarked the funding of this project in 2020/21 via grant opportunities. A business case is currently being developed with the majority of information being provided by Grow Greenbushes. October 2020 Discussions have been initiated with Arc Infrastructure and Public Transport Authority to determine any outstanding matters that require attention or approval for the Greenbushes Railway Station relocation to proceed. January 2021 This project has been included in the Shire's Growth Strategy with funding sources identified in line with the CBP. The preparation of a tender for required works to relocate and fit out the building is currently being prepared. February 2021 No progress since last update</p>	
<p>C.04/0519 Development of Plans for Upgrade of Bridgetown CBD Parking and Geegelup Brook Beautification</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Amend its 2018/19 budget to include \$25,000 unbudgeted expenditure for the purpose of funding the preparation of detailed design plans for improvements to the Bridgetown CBD parking behind the shops on the western side of Hampton Street and the beautification of the adjacent Geegelup Brook. 2. Seek the input of its Sustainability Advisory Committee in identifying the key elements in the Geegelup Brook Beautification Project, including channel widening, public access and revegetation. 	<p>T Clynych</p>	<p>June 2019 Consulting engineer still to be engaged. August 2019 The resolution from Council's May 2019 meeting required the CEO to seek the input of the Sustainability Advisory Committee in identifying the key elements in the Geegelup Brook Beautification Project, including channel widening, public access and revegetation. Discussion on this matter is scheduled to occur at the SAC meeting to be held on 21.8.19. September 2019 The CEO did discuss the scope of the project with members of the Sustainability Advisory Committee and obtained useful</p>	<p>March 2021 No progress since last update</p>

	<p>3. Transfer the sum of \$25,000 from the Strategic Projects Reserve to fund the unbudgeted expenditure.</p>		<p>feedback. A project scope is currently being prepared and investigations are occurring into suitable landscape architects to progress the design of the creek beautification and car park design.</p> <p>October 2019 A request for quote has been prepared and has been sent to three selected landscape architects.</p> <p>February 2020 A meeting with interested consultants is being scheduled.</p> <p>March 2020 Five consultants were invited to attend a site visit to discuss the project. The aim of the site visit was to invite interested consultants to quote on the preparation of a detailed project brief and tender document to support the Project. One consultant accepted the invitation (the others declined or did not respond). The consultant has provided a quote which will be reviewed by the Executive Leadership Team on 24 March 2020.</p> <p>April 2020 Consultant selected to prepare scope of works.</p> <p>May 2020 Scope of works completed. Next step is to seek quotes/proposals from consultants (landscape designers/engineers) for the project.</p> <p>January 2021 The Development Infrastructure Group (internal) has reviewed the draft scope/tender documents and they are now waiting review by ELT (expected to occur in February).</p> <p>February 2021 No progress since last update</p>		
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<p>C.02/0619 Installation of Statue</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Considers investigating the installation of a Statue to acknowledge DW Stinton as the founder of the Tin Fields in 1886 and the subsequent significant impact ongoing mining of Tin, Tantalum and now Lithium has, and is continuing to have on Greenbushes, the Shire of Bridgetown Greenbushes, the Region and Western Australia. 2. In progressing such an investigation, the proposal be presented to the Blackwood Valley Arts Alliance with a view to developing a working partnership or group with possible representation from Grow Greenbushes and the Shire to develop a project plan and to identify funding sources for the proposal. 	<p>E Denniss</p>	<p>July 2019 Letters of invitation issued to Grow Greenbushes, Blackwood Valley Arts Alliance and Ms Trudy Clothier seeking to arrange a meeting to discuss the project and the development of public art in general.</p> <p>August 2019 Each group/individual has confirmed receipt of the letter. Grow Greenbushes and Blackwood Valley Arts Alliance responses pending. Ms Trudy Clothier response confirmed interest in attending meeting.</p> <p>October 2019 All Stakeholders have confirmed interest in a collaborative approach to the development of Public Art, in Particular a proposal to expand art trails in Greenbushes and Bridgetown. EMCS, Grow Greenbushes Representatives and Ms Trudy Clothier will attend a meeting of Blackwood Valley Arts Alliance (Blackwood Creative) on 5 November to formally identify roles, responsibilities and progress of project planning and grant funding.</p> <p>November 2019 EMCS attending a meeting of Blackwood Creative Inc on Tuesday 5 November, along with representatives from Grow Greenbushes. Discussion on potential funding bodies and the need for the development of a business plan, including full budget (income and expenditure) and concept designs/artist selection process/community engagement ensued. Inform agreement to progress stage 3 to include Greenbushes statue, revision of art trail booklet to include existing and proposed public art in Greenbushes and to identify key future public art proposals in Bridgetown. Formal acknowledgement of establishment</p>	<p>March 2021 The residents who originally expressed interest in the installation of a statue to acknowledge DW Stinton no longer reside in Greenbushes. Officers are continuing to work collaboratively with Blackwood Creatives and Grow Greenbushes on the development of the art trail. Informal conversations with both stakeholders have highlighted the need to update the Art Trail booklet to include new art installation in Bridgetown and all of the Public Art in Greenbushes (photographs, maps and descriptions of artwork). This is progressing at an operational level and the collaborative approach will be documented in the development of a Public Art Service Delivery Statement to allow for ongoing community development in this area.</p>	<p>✓</p>
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		<p>of working partnership with Grown Greenbushes, Shire and Blackwood Creative to be documented and issued to all parties via correspondence by 30 November 2019.</p> <p>December 2019 No responses from stakeholders received as yet. Informal discussions with Grow Greenbushes and Blackwood Creatives continuing.</p> <p>January 2020 Review of Council's Public Art Strategy is scheduled for February 2020 to include preliminary feedback from discussions with Grow Greenbushes and Blackwood Creatives. Council endorsement of this document will be sought in due course.</p> <p>February 2020 EMCS meeting with Blackwood Creatives and Grow Greenbushes on 10 March to discuss public art and progress of project planning for relevant projects.</p> <p>March 2020 Blackwood Creatives have provided written confirmation to support the collaborative approach to public art in Bridgetown and Greenbushes. Grow Greenbushes written confirmation pending. EMCS attended March meeting of Blackwood Creatives and preliminary discussions regarding how to proceed were held (pending correspondence from Grow Greenbushes confirming involvement). Suggested start points include review of Public Art Strategy and the Art Trail Booklet (to include Water Corp funded art and all existing public art in Greenbushes). Focus would then shift to the overall proposal to develop additional public art in both towns.</p> <p>April 2020</p>		
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			<p>Letter of response from Grow Greenbushes still pending. Verbal advice is that the Committee support the collaborative approach. No meetings held to progress collaboration due to COVID19. EMCS to commence review of Public Art Strategy in May 2020.</p> <p>July 2020 Preliminary review completed for ELT consideration – to be followed by consultation with Blackwood Creatives and wider community.</p> <p>October 2020 Written confirmation received from Grow Greenbushes officially confirming commitment to work collaboratively with BC and Shire on public art projects. Invite also issued to the Greenbushes Art Trail organizing committee. Response pending. BC has had a number of changes to committee roles/vacancies. EMCS will need to meet with new committee to ensure ongoing participation in public art projects as previously endorsed in BC meetings.</p> <p>January 2021 No further progress.</p> <p>February 2021 No progress since last update</p>		
<p>C.13/0619 Community Engagement Outcomes – Visitor Information Management Model and Visitor Information Services Location</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Host a consultation event to engage with the local business and tourism sector/s with regard to the management model and location of service delivery of the Visitor Centre. 2. Directs the CEO to commence formal discussions with the Bridgetown-Greenbushes Business and Tourism Association to explore the viability of a 	E Denniss	<p>July 2019 Staff have developed a data base of main street traders, local business and tourism operators (including existing VC members) and are in the process of arranging date, time and venue of consultation (to be held in partnership with BGBTA as a follow up to the June After 5 Networking Function where Paul Matenaar (Chairman of SFBVTA) provided an update on the progress/development of the SFBVTA. Date</p>	<p>March 2021 The consultant has met with the BGBTA and Bridgetown CRC on 2 occasions. A survey for business owners and tourism operators will be completed in March 2021. Financial modelling, SWOT and Risk Assessment are currently being undertaken by the consultant in preparing the Business Case.</p>	

	<p>community management model under their auspice.</p> <p>3. Determines to finalize the management model of the Visitor Centre prior to further investigations into potential location changes to the delivery of services.</p>		<p>of consultation likely to be early August (TBC).</p> <p>August 2019 Invitations have been issued to the forum scheduled for 5.30pm on Wednesday 28 August at Scott's.</p> <p>September 2019 Consultation event held on 28 August 2019 in partnership with the BGBTA. Business/tourism industry survey prepared to be opened 16 September and conclude 31 October.</p> <p>October 2019 Online survey remains open until 31 October 2019. Responses to be assessed and report to Council November 2019.</p> <p>November 2019 Consultation event completed. Survey of industry (business/tourism operators) completed and findings presented at November Concept Forum. Formal approaches to Bridgetown CRC and Blackwood Creatives Inc to be completed by 30 November. Preparation of business case to outsource service provision of visitor information services (in current location) to commence.</p> <p>December 2019 Investigations into suitable consultants to assist with preparation of business case have commenced. No response from either stakeholder to correspondence issued in November received to date.</p> <p>January 2020 Response from Bridgetown CRC has been received indicating interest in exploring the management model and opportunities to outsource service delivery of the Visitor Centre received. CEO and EMCS to meet with CRC Board on 11 February 2020.</p>		
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		<p>February 2020 CEO and EMCS met with Bridgetown CRC to discuss relevant issues. Meeting with BGBTA to be scheduled.</p> <p>March 2020 Bridgetown CRC board have submitted an overview as to how this organization could foresee the delivery of visitor information services within their auspice. BGBTA have not yet responded to an invitation to meet. A follow up letter will be issued inviting them to progress their interest via submission of an overview as to how it sees the delivery of visitor information services within their auspice. Depending on the response to this request, the business case development aspect of the review can begin with either or both overviews as the starting point (via appointed consultant to work with either or both groups).</p> <p>April 2020 A follow up letter was issued to BGBTA. EMCS advised verbally on 22 April BBTA are considering the preparation of a framework of how/what services they see aligning with their operations. Anticipate this will be received in May.</p> <p>May 2020 Update provided to the May Concept Forum where it was noted that the business case will be based on 2 options, one being the Bridgetown CRC managing the visitor centre and jigsaw gallery and the other option being the Bridgetown CRC managing the visitor centre and the BGBTA managing the jigsaw gallery.</p> <p>July 2020 CEO and EMCS met with a suitable consultant on 22 July 2020. Priority for business case development is the 3 Growth</p>		
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			<p>Strategy projects identified by SWDC as 'shovel ready' (due by 30 August). Once these are completed Visitor Centre business cases can commence (in consultation with key stakeholders).</p> <p>September 2020 Focus remains on finalizing the 5 growth strategy projects with 3 draft business cases completed to date.</p> <p>October 2020 Due to workload identified consultant is not able to progress the VC business cases. Investigation of other consultants currently underway.</p> <p>January 2021 Consultant has been appointed and first meeting with Shire reps (EMCS) will occur in January. Once project timeline is finalized at that meeting key stakeholders (Bridgetown CRC and BGBTA) will be advised and project commenced. Anticipated timeline is for a completed business case and report to Council by May.</p>	
C.07/1119 Proposal to Remove Two Parking Bays in Steere Street	<p>That Council:</p> <ol style="list-style-type: none"> 1. Defer any consideration for removal of car parking bays in Steere Street pending investigations into possible redesign of the Civic Centre car park and conversion of Stewart Street into a one way thoroughfare. 2. Request the CEO to investigate and report back on the possibility and practicalities of changing Stewart Street to a one way street, including an assessment of whether the Hampton Street end of the street can be retained as two way access. 3. Request the CEO to investigate and report 	T Clynych	<p>March 2020 No progress since last update</p> <p>April 2020 Work has commenced on preparing plans for possible redesign of car park as well as investigations into Stewart Street design and traffic flow.</p> <p>May 2020 Plans completed and will be presented to June Concept Forum.</p> <p>June 2020 Awaiting feedback from MRWA before tabling plans at Concept Forum.</p> <p>July 2020 A report will be presented to the August Concept Forum</p> <p>August 2020</p>	<p>March 2021 A report will be prepared for the April Council Meeting.</p>

	back on redesigning the Civic Centre car park including the possibility of making each entrance to the car park one-way only.		<p>Revised plans were presented to the August Concept Forum for discussion and will shortly be subject to a community consultation exercise.</p> <p>September 2020 Community consultation to commence shortly.</p> <p>January 2021 The consultation period had been extended and submissions will be received until 4pm on Friday 22 January 2021.</p> <p>February 2021 Submissions being assessed.</p>	
C.03/0320 Request for Pathway connecting Highland Estate to Town Centre	<p>That Council:</p> <ol style="list-style-type: none"> 1. Receive the correspondence noting the request by residents of Highland Estate for construction of a pathway for pedestrian and cycling between the Estate and town centre. 2. Request the CEO to investigate the potential alignment of a pathway connecting Highland Estate to the existing Nelson Street pathway. The results of this investigation, including cost estimates and potential funding sources, is to be presented back to Council for the 2020/21 review of the 10 Year Strategic Works Program. 	T Clynch	<p>April 2020 Response has been sent to proponent of the petition.</p> <p>September 2020 No progress since last update. This proposal will be raised for consideration by councillors at next review of 10 year strategic works plan.</p> <p>October 2020 At the October Concept Forum there was discussion about the parameters guiding the next review of the 10 Year Strategic Works Program. Included in this discussion was the question of whether councillors wished to consider allocating more funding for construction of dual use paths and the feedback provided was that no changes to current funding parameters was supported. Nevertheless the possible scheduling of planning and/or construction of a pathway to Highland Estate will be included for discussion at the next review of the 10 Year Strategic Works Program</p> <p>January 2021 No further progress</p> <p>February 2021 No progress since last update</p>	<p>March 2021 This project has been included in the scorecard matrix used for development of the 10 Year Works Plan. This was discussed at the March Concept Forum with a final draft Plan to be presented to the April Concept Forum.</p>

<p>C.04/0320 Order to Take Measures to Prevent Straying Stock</p>	<ol style="list-style-type: none"> 1. That Council withdraw the order placed on the owner of the property at RSN 298 Connell Road, Catterick requiring the owner to make necessary arrangements to ensure that stock is contained within that property and to remove any existing cattle grids within the road reserve of Connell Road. 2. That the CEO report back to Council on the need for determining a position or policy on the use of cattle grids on public roads. 	<p>T Clynch</p>	<p>April 2020 Order has been withdrawn.</p> <p>Work yet to be commenced on cattle grids position/policy.</p> <p>August 2020 An audit of gates and cattle grids within road reserves is currently being undertaken in order to inform preparation of a draft policy</p> <p>January 2021 No further progress</p> <p>February 2021 No progress since last update</p>	<p>March 2021 No progress since last update</p>	
<p>C.05/0320 Statement of Local Environmental Risks and their Mitigation</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Receive the 'Statement of Local Environmental Risks and their Mitigation' prepared by Sustainability Advisory Committee. 2. Consider in the upcoming review of the Corporate Business Plan the bringing forward the preparation of a climate change strategy to 2020/21. 3. Direct the CEO to prepare a scope for preparation of a climate change strategy and present back to Council by July 2020. 	<p>T Clynch</p>	<p>April 2020 Work on scope yet to commence.</p> <p>June 2020 At the June Concept Forum discussion occurred on a recent initiative put forward at a meeting of the Warren Blackwood Alliance of Councils which proposes the member local governments joining together to prepare a sub-regional climate change strategy. Further investigations into this initiative will occur in early 2020/21 and if a sub-regional approach is agreed the preparation of a local climate change strategy would be deferred until after the sub-regional strategy is completed.</p> <p>July 2020 The CEO attended the SAC meeting of 15 July to discuss the sub-regional climate change strategy proposal. Further discussion with other local governments is to occur at next Warren Blackwood Alliance of Councils meeting on 4 August</p> <p>August 2020 Some preliminary discussion about a possible sub-regional climate change strategy occurred at a meeting of the Warren</p>	<p>March 2021 The first meeting of the Warren Blackwood Alliance of Councils Climate Change Working Group has been held.</p>	<p>√</p>

			<p>Blackwood Alliance of Councils held on 4 August 2020. Some of the other councils were yet to form a position on the proposal so discussion was deferred until the next meeting to be held in November.</p> <p>January 2021 Council appointed Cr Boyle and Cr Quinby and the CEO appointed the Waste Environmental Officer to the Warren Blackwood Alliance of Councils Climate Change Working Group. The develop a climate change declaration for each Council will be considered at their meeting on 15 February 2021</p> <p>February 2021 First meeting of sub-regional climate change group held on 15 February 2021.</p>	
C.14/0520 Proposed Reserve Rationalisation	That Council noting that no public submissions were received, and pursuant to Section 51, 56 and 58 of the Land Administration Act 1997, supports the proposed change in purpose from Public Recreation to Public Purpose and rationalisation of Reserve 48886, Lot 1 Balmoral Drive, Bridgetown, facilitated through partial road widening and closure of Balmoral Drive, as shown on Attachment 13, and directs the Chief Executive Officer to seek approval from the Minister for Lands.	L Guthridge	<p>June 2020 Written request forwarded to DLPH for Minister's approval.</p> <p>July 2020 DPLH acknowledgement received 7 July 2020. Pending formal response.</p> <p>August 2020 DPLH acknowledgement received 7 July 2020. Pending formal response.</p> <p>September 2020 DPLH acknowledgement received 7 July 2020. Pending formal response.</p> <p>January 2021 No further progress</p> <p>February 2021 No progress since last update</p>	<p>March 2021 Survey instructions have been released by DPLH and quotes for survey are currently being obtained.</p>
C.05/0620 Review of Local Laws	<p>That Council resolves to undertake a review of the following Local Laws in accordance with section 3.16 of the Local Government Act and to give local public notice of its intent to undertake the review:</p> <ul style="list-style-type: none"> Activities on Thoroughfares and Trading in Thoroughfares & Public Places Local Law; 	T Clynh	<p>August 2020 Statutory advertising inviting submissions on review of Council Local Laws was published in Manjimup Bridgetown News on 12 August. Notice was also placed on Shire website and a "news" story uploaded on website and</p>	<p>March 2021 No progress since last update</p>

	<ul style="list-style-type: none"> • Bush Fire Brigades Local Law; • Cats; • Cemeteries; • Dogs; • Fencing; • Health; • Local Government Property; • Parking & Parking Facilities; • Pest Plants; and • Standing Orders. 		<p>Facebook. Closing date for submissions is 25 September 2020.</p> <p>September 2020 Awaiting conclusion of statutory community consultation period.</p> <p>January 2021 Council received one submission on the review of Council Local Laws. 28 January 2021 council agenda includes a report with recommendations from the Sustainability Advisory Committee in regards to the review.</p> <p>February 2021 Submissions being assessed.</p>	
C.14/0620 Bridgetown Railway Station – Detailed Design	<p>That Council:</p> <ol style="list-style-type: none"> 1. Endorse the detailed designs and costings for the Bridgetown Railway Station – 2020 Update – Conservation and Reuse as Office (Attachment 17). 2. Direct the CEO to commence discussions with the Blackwood Environment Society and Blues at Bridgetown regarding potential relocation from their current offices in the Visitor Centre Building to the (redeveloped) Bridgetown Railway Station. 	T Clynch	<p>August 2020 Business Case currently being developed which will assist in securing outstanding grant funding to enable the project to proceed. Discussions with Blues at Bridgetown and Bridgetown-Greenbushes Community Landcare yet to commence.</p> <p>September 2020 Federal funding secured for 50% of this project value via Drought Funding. Business case being developed along with 4 other growth strategy projects each as an individual business case. Discussions with Blues at Bridgetown and Bridgetown-Greenbushes Community Landcare yet to commence.</p> <p>October 2020 EOI submitted to Lotterywest under COVID-19 funding streams to determine if the project aligned with community connection stream. EOI successful. Invitation to submit a full application seeking \$282,500 funding for this project submitted. Business case completed.</p> <p>January 2021 Advice from Lotterywest still pending. Business case completed. Tender</p>	<p>March 2021 No progress since last update</p>

			specifications currently being prepared. February 2021 No progress since last update	
C.05/0720 Trial of Condom Dispensing Machine	That Council: <ol style="list-style-type: none"> 1. Notes the feedback from the trial of having free condom vending machines in the library toilets. 2. Approves the installation of coin operated condom dispensing machines in the male and female change rooms at the Bridgetown Leisure Centre. 3. Funds the purchase and installation of the vending machines at an approximate cost of \$1,800 with these funds to be included in the 2020/21 budget. 4. Acknowledges that Blackwood Youth Action will be responsible for management of the vending machines, including purchase of stock and receipt of income from sale of the products. 5. Notes that signage (posters) will be displayed in the change rooms explaining the importance of having condom dispensing machines in our community and requesting respect for the initiative. 6. Advises Blackwood Youth Action that in the event of damage occurring to the vending machines it shouldn't be assumed that the Shire will fund replacement machines. 7. Reviews the suitability of the leisure centre as the location for condom vending machines at such time as the proposed Blackwood Youth Action youth facility is 	T Clynch	August 2020 Awaiting adoption of 2020/21 budget before purchasing vending machines. October 2020 Vending machines have been ordered. January 2021 No further progress. February 2021 Communication occurring with machine distributor about sourcing suitable coin mechanism machines.	March 2021 No progress since last update

	developed and operational.			
C.03/1120 South West Regional Councils Designated Area Migration Agreement (DAMA) Memorandum of Understanding	That Council: <ol style="list-style-type: none"> 1. Instructs the Chief Executive Officer to execute the South West Regional Councils Designated Area Migration Agreement (DAMA) Memorandum of Understanding as per Attachment A. 2. Approves in-principle the allocation of a maximum \$5,000 in the 2021/22 budget as its contribution towards the DAMA initiative. 3. Requests that further consideration be given to a scale of contributions by South West Councils based on population, current ABS job statistics or other appropriate comparative tool. 	T Clynh	December 2020 Memorandum of Understanding yet to be circulated for endorsement. January 2021 No further progress. February 2021 No progress since last update	March 2021 No progress since last update
C.07/1120 Proposed New Borrowing for Growth Strategy Projects Redevelopment of the Greenbushes and Bridgetown Railway Stations Heritage Project	That Council: <ol style="list-style-type: none"> 1. Exercise its power to borrow by establishing a new loan in the amount of \$532,000 for a term of twenty (20) years. The purpose of the facility being to assist with funding the Growth Strategy Projects – Redevelopment of the Greenbushes and Bridgetown Railway Stations. 2. Gives one month's local public notice of the proposal. 3. Makes application to the Western Australian Treasury Corporation (WATC) to establish a new Term Fixed Rate Loan with a limit of \$532,000 for a term of twenty (20) years. 4. Following the required local public notice period authorises the CEO to complete all necessary documents required to effect the new loan in accordance with Council's WATC Master Lending Agreement. 5. Amends its 2020/21 Budget to include receipt of new loan funds totalling \$532,000 and a corresponding reduction in 'unconfirmed grant funding' for the 	M Larkworthy	December 2020 Local Public Notice was given in the Manjimup Bridgetown Times edition of 9.12.20 January 2021 Local public notice period has ended, no submissions were received. Once the grant funding submission outcome is known the loan amount will be determined and application made to WATC for the loan funding. February 2021 No progress since last update	March 2021 As part of the 2020/21 Budget Review it is proposed to delete the requirement for this loan.

	<p>identified projects.</p> <p>6. Notes that a grant funding submission is still pending. Should the grant funding be approved the loan amount and term will be reduced to a lesser amount and a shorter term of ten (10) years.</p>				
C.04/1220 Speed Limit Greenbushes Grimwade Road	That Main Roads Western Australia be requested to review the current open speed limit on Greenbushes Grimwade Road between the timber mill and intersection with Forest View Court with specific consideration to be given to making this section of road a 60km/h speed limit.	G Arlandoo	<p>January 2021 Correct signage has been installed by Main Roads WA to formalise the official speed zoning on this road. However, there is a case to be made that it could be 60-80kph given that the section is a partially built-up area on a local distributor road. The necessary forms will be submitted to Main Roads WA for a reduced speed limit once more traffic data is obtained.</p> <p>February 2021 No progress since last update</p>	<p>March 2021 Application has been submitted to MRWA.</p>	
C.12/1220 Proposed Memorandum of Understanding (MOU) for Maintenance of the Greenbushes Town Square	<p>That Council:</p> <ol style="list-style-type: none"> Endorses the draft revised Memorandum of Understanding (MOU) for maintenance of the Greenbushes Town Square as per Attachment 15. Instructs the Chief Executive Officer to execute the MOU on behalf of the Council with the Greenbushes Community Garden Committee. Continues allocating \$1,000 per annum towards the Greenbushes Community Garden Committee to assist with the purchase of reticulation, plants and seedlings. 	G Arlandoo	<p>January 2021 MOU sent to Greenbushes Community Garden Committee for review and/or execution.</p> <p>February 2021 MOU endorsed.</p>	<p>March 2021 MOU has been endorsed.</p>	√
C.13/1220 Greenbushes Community Resource Centre (CRC)	That Council approve the updated Memorandum of Understanding outlining service delivery expectations, roles, responsibilities and payments, with the Greenbushes CRC and delegate the CEO to liaise with the Greenbushes CRC to finalize and	E Denniss	<p>January 2021 MOU sent to CRC for CRC Board review</p> <p>February 2021 MOU endorsed.</p>	<p>March 2021 CRC Board has signed MOU and returned to Shire.</p>	√

Memorandum of Understanding (MOU) – Service Delivery	sign the agreement.				
C.04/0121 Local Government Elections 2021	That Council: 1. Declare, in accordance with Section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2021 ordinary election, together with any other elections or polls which may also be required, and 2. Declare, in accordance with Section 4.61(2) of the Local Government Act 1995 that the election is conducted as a postal election.	T Clynch	February 2021 Letter was sent to the Electoral Commission on 02/02/2021 confirming that the election will be conducted as a postal; election and would be the responsibility of the Electoral Commission		√
C.07/0121 Proposed Removal of Light Poles at the Greenbushes Sportsground (hardcourt)	That Council approve the removal of all lighting poles from the Greenbushes sportsground hardcourts and approve unbudgeted expenditure of up to \$14,000 for this to be undertaken.	G Arlandoo	February 2021 Contractor booked in to undertake the work.	March 2021 Work completed	√
C.09/0121 Application for Planning Approval for Use Not Listed – Reception Centre	That Council: 1. Pursuant to Clause 3.2.5 and 4.3.3 of Town Planning Scheme No. 4, determines that the proposed Use Not Listed – Reception Centre on Lot 142 (RSN 767) Pensinsula Road Hester Brook is consistent with the objective of the Rural Zone 3 – Blackwood Valley and may be considered for development approval subject to public consultation and detailed assessment. 2. Directs the Chief Executive Officer to undertake necessary public consultation in relation to Point 1 above, and grants delegated authority to the Chief Executive Officer to determine the development application, where no objections are received, subject to appropriate conditions.	L Guthridge	February 2021 The proposed Use Not Listed – Reception Centre is currently out for public comment.	March 2021 Public comment period has closed and no submissions were received. Assessment of application currently occurring prior to determination under delegated authority.	
C.08/0121 RFT02 – 2021 Blackwood River Foreshore	C.08/0121 That Council: 1. Accept Tender from LD Total for RFT 02-	L Guthridge	February 2021 LD Total has been provided with letter of intent to enter into contract. A reduction in	March 2021 Contract has been sent to Contractor for signing.	√

Project	<p>20/21 – Blackwood River Foreshore Project at a price of \$1,146,082.91 (EX-GST);</p> <p>2. Authorise the Chief Executive Officer to enter into a Contract with LD Total once the negotiated value of the Contract is within Budget inclusive of the revised capital works, 5% contingency and Superintendence/Contract Administration costs;</p> <p>3. Delegate to the Chief Executive Officer to negotiate minor variations to the Contract and remove the following scope of works in the following order of priority to reduce the Contract price within budget:</p> <ul style="list-style-type: none"> • River Walk Trail – Retaining Walls and associated Balustrading; • Pedestrian Bridge Trail – Path and associated infrastructure to connect to the Caravan Park; • Rectory Trail - Second feature Bridge Crossing; • River Walk Trail – 3 carpark bays at Layman Street; • Rectory Trail – Picnic Shelter and associated access path; <p>4. Delegate to the Chief Executive Officer to negotiate further reduction in the Contract Price by looking for opportunities to reduce the level of quality control in respect to geotechnical testing requirements and 'as constructed' documentation for the Project;</p> <p>5. Delegate to the Chief Executive Officer to accept a Tender from the second preferred Tenderer as per Section 20 of the Local Government (Functions and General) Regulations 1996 in the</p>		scope of works is currently being negotiated in line with Council resolution.		
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	<p>event that the Shire of Bridgetown-Greenbushes is unable to enter into Contract with LD Total because negotiations to reduce the Contract price is not successful;</p> <p>6. Reject the tender from Dronow Contracting Pty Ltd as its tender was non-compliant;</p>				
C.04/0221 Proposed Lease of Shire Land – Lot 55 Rose Street, Bridgetown	<p>1. Note there were no submissions received on the proposed disposition (lease) of Lot 55 Rose Street, Bridgetown to Mr Phillip John Holroyd</p> <p>2. Determine that the use of Lot 55 Rose Street, Bridgetown as a storage yard for the adjacent business of 'Bridgetown Timber Sales' is appropriate for the land and therefore supports the leasing of the land for that purpose.</p> <p>3. Enter into a lease of Lot 55 Rose Street, Bridgetown to Mr Phillip John Holroyd in accordance with the terms of the draft lease (Attachment 3) with the new lease to commence on 1 April 2021 and run to 30 June 2026.</p> <p>4. Authorise the CEO to endorse the draft lease upon its endorsement by Mr Phillip John Holroyd.</p>	T Clynch		March 2021 Draft lease sent to lessee for signing.	
C.08/0221 Significant Matters Raised in 2019/20 Audit Report	<p>1. Receives the report on the significant matters raised in the 2019/20 Audit Report as presented in Attachment 8.</p> <p>2. Authorises the CEO to forward a copy of this report to the Minister and publish the report on Council's official website.</p>	M Larkworthy		March 2021 Report has been forwarded to the Minister and published on Council's website.	√



SHIRE OF BRIDGETOWN-GREENBUSHES

MONTHLY FINANCIAL REPORT

For the Period Ended 28 February 2021

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Program)
For the Period Ended 28 February 2021

Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
	\$	\$	\$	\$	%
Operating Revenues					
Governance	369	177	16,474	16,297	9207.25%
General Purpose Funding - Rates	4,736,413	4,720,852	4,738,689	17,837	0.38%
General Purpose Funding - Other	933,580	692,602	694,837	2,235	0.32%
Law, Order and Public Safety	1,245,646	325,051	327,374	2,323	0.71%
Health	7,130	94	33	(61)	(64.89%)
Education and Welfare	5,859	433	396	(37)	(8.44%)
Housing	24,045	16,024	14,208	(1,816)	(11.33%)
Community Amenities	1,050,920	1,005,360	997,501	(7,859)	(0.78%)
Recreation and Culture	3,361,455	195,459	206,106	10,647	5.45%
Transport	1,950,001	378,888	389,345	10,457	2.76%
Economic Services	153,874	130,175	126,041	(4,134)	(3.18%)
Other Property and Services	144,926	105,495	197,451	91,956	87.17%
Total Operating Revenue	13,614,218	7,570,610	7,708,457	137,847	
Operating Expenses					
Governance	(1,157,838)	(736,721)	(730,976)	5,745	0.78%
General Purpose Funding	(123,757)	(72,466)	(69,447)	3,019	4.17%
Law, Order and Public Safety	(1,201,782)	(771,492)	(683,493)	87,999	11.41%
Health	(163,837)	(106,032)	(60,663)	45,369	42.79%
Education and Welfare	(195,474)	(149,549)	(144,754)	4,795	3.21%
Housing	(21,939)	(21,697)	(26,045)	(4,348)	(20.04%)
Community Amenities	(1,839,597)	(1,086,439)	(1,134,532)	(48,093)	(4.43%)
Recreation and Culture	(3,180,098)	(1,791,875)	(1,738,092)	53,783	3.00%
Transport	(4,043,433)	(2,730,287)	(2,536,638)	193,649	7.09%
Economic Services	(808,393)	(519,933)	(498,746)	21,187	4.07%
Other Property and Services	(88,803)	(57,659)	(132,030)	(74,371)	(128.98%)
Total Operating Expenditure	(12,824,951)	(8,044,150)	(7,755,416)	288,734	
Funding Balance Adjustments					
Add back Depreciation	3,752,464	2,555,715	2,525,619	(30,096)	
Adjust (Profit)/Loss on Asset Disposal	7,140	3,122	8,670	5,548	
Less Grants Recognised in Prior Year	(1,080,648)	(987,598)	(987,598)	0	
Adjust Provisions and Accruals	1,442	0	534	534	
Net Cash from Operations	3,469,665	1,097,699	1,500,265	402,567	
Capital Revenues					
Proceeds from Disposal of Assets	329,760	162,218	166,201	3,983	2.46%
Total Capital Revenues	329,760	162,218	166,201	3,983	
Capital Expenses					
Land and Buildings	(2,455,391)	(137,745)	(129,817)	7,928	5.76%
Infrastructure - Roads	(852,780)	(652,277)	(470,191)	182,086	27.92%
Infrastructure - Footpaths	(10,000)	0	0	0	
Infrastructure - Drainage	(40,374)	(13,836)	(10,493)	3,343	24.16%
Infrastructure - Parks and Ovals	(13,103)	(13,103)	0	13,103	100.00%
Infrastructure - Bridges	(1,094,582)	(630,258)	(631,198)	(940)	(0.15%)
Infrastructure - Other	(1,854,653)	(57,172)	(50,970)	6,202	10.85%
Plant and Equipment	(1,440,595)	(744,823)	(738,442)	6,381	0.86%

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Program)
For the Period Ended 28 February 2021

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Capital Expenses (Continued)						
Furniture and Equipment		(37,864)	(12,617)	(12,617)	0	0.00%
Total Capital Expenditure	9	(7,799,342)	(2,261,831)	(2,043,728)	218,103	
Net Cash from Capital Activities		(7,469,582)	(2,099,613)	(1,877,527)	222,086	
Financing						
Proceeds from New Debentures	10	312,500	0	0	0	
Self-Supporting Loan Principal	10	8,976	4,447	4,447	0	0.00%
Transfer from Reserves	7	2,317,272	1,476,496	1,476,496	0	0.00%
Repayment of Debentures	10	(260,734)	(129,412)	(129,412)	0	0.00%
Principal of Lease payments	10	(37,933)	(29,254)	(29,254)	0	0.00%
Transfer to Reserves	7	(541,529)	(8,384)	(8,384)	0	0.00%
Net Cash from Financing Activities		1,798,552	1,313,892	1,313,892	0	
Net Operations, Capital and Financing		(2,201,365)	311,978	936,631	624,653	
Opening Funding Surplus(Deficit)	2	2,187,365	2,187,365	2,238,421	51,056	
Closing Funding Surplus(Deficit)	2	(14,000)	2,499,343	3,175,052	675,709	

In accordance with Council's variance policy explanation of material variances are reported at sub program level.

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

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 28 February 2021

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Operating Revenues						
Rates	11	4,672,388	4,669,062	4,674,534	5,472	0.12%
Operating Grants, Subsidies and Contributions		2,097,704	1,172,661	1,181,914	9,253	0.79%
Grants, Subsidies and Contributions for the Development of Assets		5,065,687	203,229	205,372	2,143	1.05%
Fees and Charges		1,535,718	1,360,724	1,377,832	17,108	1.26%
Interest Earnings		83,027	59,932	49,110	(10,822)	(18.06%)
Other Revenue		151,594	100,074	213,634	113,560	113.48%
Profit on Disposal of Assets	8	8,100	4,928	6,061	1,133	22.99%
Total Operating Revenue		13,614,218	7,570,610	7,708,457	137,847	
Operating Expenses						
Employee Costs		(4,722,949)	(3,024,458)	(3,013,050)	11,408	0.38%
Materials and Contracts		(3,306,024)	(1,692,898)	(1,466,530)	226,368	13.37%
Utility Charges		(303,741)	(197,184)	(172,945)	24,239	12.29%
Depreciation on Non-Current Assets		(3,752,464)	(2,555,715)	(2,525,619)	30,096	1.18%
Interest Expenses		(68,819)	(35,038)	(35,908)	(870)	(2.48%)
Insurance Expenses		(264,564)	(261,549)	(262,062)	(513)	(0.20%)
Other Expenditure		(391,150)	(269,258)	(264,572)	4,686	1.74%
Loss on Disposal of Assets	8	(15,240)	(8,050)	(14,731)	(6,681)	(83.00%)
Total Operating Expenditure		(12,824,951)	(8,044,150)	(7,755,416)	288,734	
Funding Balance Adjustments						
Add back Depreciation		3,752,464	2,555,715	2,525,619	(30,096)	
Adjust (Profit)/Loss on Asset Disposal	8	7,140	3,122	8,670	5,548	
Less Grants Recognised in Prior Year		(1,080,648)	(987,598)	(987,598)	0	
Adjust Provisions and Accruals		1,442	0	534	534	
Net Cash from Operations		3,469,665	1,097,699	1,500,265	402,567	
Capital Revenues						
Proceeds from Disposal of Assets	8	329,760	162,218	166,201	3,983	2.46%
Total Capital Revenues		329,760	162,218	166,201	3,983	
Capital Expenses						
Land and Buildings		(2,455,391)	(137,745)	(129,817)	7,928	5.76%
Infrastructure - Roads		(852,780)	(652,277)	(470,191)	182,086	27.92%
Infrastructure - Footpaths		(10,000)	0	0	0	
Infrastructure - Drainage		(40,374)	(13,836)	(10,493)	3,343	24.16%
Infrastructure - Parks and Ovals		(13,103)	(13,103)	0	13,103	100.00%
Infrastructure - Bridges		(1,094,582)	(630,258)	(631,198)	(940)	(0.15%)
Infrastructure - Other		(1,854,653)	(57,172)	(50,970)	6,202	10.85%
Plant and Equipment		(1,440,595)	(744,823)	(738,442)	6,381	0.86%
Furniture and Equipment		(37,864)	(12,617)	(12,617)	0	0.00%
Total Capital Expenditure	9	(7,799,342)	(2,261,831)	(2,043,728)	218,103	
Net Cash from Capital Activities		(7,469,582)	(2,099,613)	(1,877,527)	222,086	

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 28 February 2021

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Financing						
Proceeds from New Debentures	10	312,500	0	0	0	
Self-Supporting Loan Principal	10	8,976	4,447	4,447	0	0.00%
Transfer from Reserves	7	2,317,272	1,476,496	1,476,496	0	0.00%
Repayment of Debentures	10	(260,734)	(129,412)	(129,412)	0	0.00%
Principal of Lease payments	10	(37,933)	(29,254)	(29,254)	0	0.00%
Transfer to Reserves	7	(541,529)	(8,384)	(8,384)	0	0.00%
Net Cash from Financing Activities		1,798,552	1,313,892	1,313,892	0	
Net Operations, Capital and Financing		(2,201,365)	311,978	936,631	624,653	
Opening Funding Surplus(Deficit)	2	2,187,365	2,187,365	2,238,421	51,056	
Closing Funding Surplus(Deficit)	2	(14,000)	2,499,343	3,175,052	675,709	

In accordance with Council's variance policy explanation of material variances are reported at sub program level.

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

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Sub Program)
For the Period Ended 28 February 2021

	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Note	\$	\$	\$	\$	%	
Operating Revenues						
Governance						
Members of Council	50	0	269	269		
Other Governance	319	177	16,205	16,028	9055.21%	▲
General Purpose Funding - Rates						
Rates	4,736,413	4,720,852	4,738,689	17,837	0.38%	
Other General Purpose Funding	933,580	692,602	694,837	2,235	0.32%	
Law, Order and Public Safety						
Fire Prevention	1,101,589	299,011	299,691	680	0.23%	
Animal Control	21,750	19,868	20,886	1,018	5.12%	
Other Law, Order and Public Safety	122,307	6,172	6,797	625	10.12%	
Health						
Prev Services - Inspection and Admin	7,130	94	33	(61)	(64.89%)	
Education and Welfare						
Other Education	859	433	396	(37)	(8.44%)	
Aged and Disabled - Other	5,000	0	0	0		
Housing						
Staff Housing	24,045	16,024	14,208	(1,816)	(11.33%)	▼
Community Amenities						
Sanitation - General Refuse	967,106	949,554	947,380	(2,174)	(0.23%)	
Sanitation - Other	200	0	0	0		
Sewerage	24,500	16,328	8,633	(7,695)	(47.13%)	▼
Urban Stormwater Drainage	11,364	0	0	0		
Town Planning and Regional Develop	31,000	28,334	30,597	2,263	7.99%	
Other Community Amenities	16,750	11,144	10,891	(253)	(2.27%)	
Recreation and Culture						
Public Halls and Civic Centres	443,157	5,337	4,479	(858)	(16.07%)	
Other Recreation and Sport	1,848,276	172,875	185,084	12,209	7.06%	▲
Libraries	28,850	8,111	7,118	(993)	(12.24%)	
Heritage	1,032,609	573	639	66	11.49%	
Other Culture	8,563	8,563	8,786	223	2.60%	
Transport						
Streets and Road Construction	1,768,286	203,229	203,229	(0)	(0.00%)	
Streets and Road Maintenance	181,565	175,659	186,052	10,393	5.92%	▲
Parking Facilities	50	0	65	65		
Traffic Control	100	0	0	0		
Economic Services						
Tourism and Area Promotion	37,953	27,454	27,929	475	1.73%	
Building Control	39,521	37,587	42,996	5,409	14.39%	▲
Economic Development	40,400	40,264	36,564	(3,700)	(9.19%)	
Other Economic Services	36,000	24,870	18,553	(6,318)	(25.40%)	▼
Other Property and Services						
Private Works	64,400	39,978	33,911	(6,067)	(15.18%)	▼
Plant Operation Costs	29,000	19,328	20,656	1,328	6.87%	
Salaries and Wages	5,000	5,000	96,636	91,636	1832.73%	▲
Works Activity Department	0	0	937	937		
Corporate Services Department	4,000	4,000	8,038	4,038	100.95%	▲
Admin and Finance Activity Units	100	64	251	187	291.42%	
Planning and Environment Department	0	0	0	0		

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Sub Program)
For the Period Ended 28 February 2021

	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Note	\$	\$	\$	\$	%	
Operating Revenues (Continued)						
Chief Executive Office Department	0	0	0	0		
Community Services Department	1,169	1,169	1,063	(107)	(9.11%)	
Unclassified	41,257	35,956	35,960	4	0.01%	
Total Operating Revenue	13,614,218	7,570,610	7,708,457	137,847		
Operating Expenses						
Governance						
Members of Council	(378,286)	(242,391)	(242,512)	(121)	(0.05%)	
Other Governance	(779,552)	(494,330)	(488,464)	5,866	1.19%	
General Purpose Funding						
Rates	(122,821)	(72,253)	(69,216)	3,037	4.20%	
Other General Purpose Funding	(936)	(213)	(231)	(18)	(8.27%)	
Law, Order and Public Safety						
Fire Prevention	(1,060,282)	(679,281)	(645,425)	33,856	4.98%	
Animal Control	(84,193)	(54,148)	(19,110)	35,038	64.71%	▲
Other Law, Order and Public Safety	(57,307)	(38,063)	(18,959)	19,104	50.19%	▲
Health						
Maternal and Infant Health	(6,000)	(6,000)	(6,000)	0	0.00%	
Prev Services - Inspection and Admin	(148,438)	(94,768)	(54,062)	40,706	42.95%	▲
Preventative Services - Pest Control	(608)	(256)	0	256	100.00%	
Preventative Services - Other	(8,791)	(5,008)	(601)	4,407	87.99%	▲
Education and Welfare						
Other Education	(25,995)	(17,959)	(17,194)	765	4.26%	
Care of Families and Children	(57,118)	(43,568)	(45,420)	(1,852)	(4.25%)	
Aged and Disabled - Other	(75,983)	(58,520)	(54,208)	4,312	7.37%	▲
Other Welfare	(36,378)	(29,502)	(27,932)	1,570	5.32%	
Housing						
Staff Housing	(21,939)	(21,697)	(26,045)	(4,348)	(20.04%)	▼
Community Amenities						
Sanitation - General Refuse	(858,439)	(536,382)	(545,683)	(9,301)	(1.73%)	
Sanitation - Other	(44,753)	(23,108)	(20,779)	2,329	10.08%	▲
Sewerage	(46,107)	(21,825)	(24,367)	(2,542)	(11.65%)	▼
Urban Stormwater Drainage	(294,102)	(146,342)	(208,143)	(61,801)	(42.23%)	▼
Protection of Environment	(73,743)	(36,635)	(36,238)	397	1.08%	
Town Planning and Regional Develop	(283,925)	(166,906)	(158,508)	8,398	5.03%	▲
Other Community Amenities	(238,528)	(155,241)	(140,814)	14,427	9.29%	▲
Recreation and Culture						
Public Halls and Civic Centres	(136,205)	(93,830)	(82,026)	11,804	12.58%	▲
Swimming Areas and Beaches	(11,503)	(7,882)	(4,956)	2,926	37.12%	▲
Other Recreation and Sport	(2,173,759)	(1,339,291)	(1,314,991)	24,300	1.81%	
Television and Radio Re-Broadcasting	(4,617)	(3,542)	(3,555)	(13)	(0.37%)	
Libraries	(397,836)	(268,597)	(259,390)	9,207	3.43%	
Heritage	(408,340)	(45,577)	(43,037)	2,540	5.57%	▲
Other Culture	(47,838)	(33,156)	(30,137)	3,019	9.11%	
Transport						
Streets and Road Maintenance	(3,995,178)	(2,720,235)	(2,532,446)	187,789	6.90%	▲
Parking Facilities	(43,007)	(7,589)	(1,687)	5,902	77.77%	▲

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Sub Program)
For the Period Ended 28 February 2021

	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Note	\$	\$	\$	\$	%	
Operating Expenses (Continued)						
	(4,248)	(1,463)	(1,506)	(43)	(2.91%)	
	(1,000)	(1,000)	(1,000)	0	0.00%	
Economic Services						
	(396,956)	(247,683)	(236,319)	11,364	4.59%	
	(210,965)	(135,546)	(121,989)	13,557	10.00%	▲
	(165,734)	(118,862)	(124,570)	(5,708)	(4.80%)	
	(34,738)	(17,842)	(15,868)	1,974	11.07%	▼
Other Property and Services						
	(61,818)	(40,583)	(39,806)	777	1.92%	
	0	12,614	6	(12,608)	(99.95%)	▼
	0	3,382	6,891	3,509	103.75%	▲
	0	8,644	(14,126)	(22,770)	(263.42%)	▼
	0	(15,995)	(7,401)	8,594	53.73%	▲
	0	(15,029)	33,132	48,161	320.45%	▲
	(5,000)	(5,000)	(89,891)	(84,891)	(1697.82%)	▼
	(4,000)	(13,227)	(21,760)	(8,533)	(64.51%)	▼
	0	6,910	1,800	(5,110)	(73.95%)	▼
	0	5,832	12,558	6,726	115.33%	▲
	0	0	0	0		
	0	(3,118)	(4,723)	(1,605)	(51.49%)	▼
	0	6,224	(1,233)	(7,457)	(119.81%)	▼
	(17,985)	(8,313)	(7,476)	837	10.07%	
Total Operating Expenditure	(12,824,951)	(8,044,150)	(7,755,416)	288,734		
Funding Balance Adjustments						
	3,752,464	2,555,715	2,525,619	(30,096)		
8	7,140	3,122	8,670	5,548		
	(1,080,648)	(987,598)	(987,598)	0		
	1,442	0	534	534		
Net Cash from Operations	3,469,665	1,097,699	1,500,265	402,567		
Capital Revenues						
8						
Proceeds from Disposal of Assets						
Governance						
	13,000	13,000	15,455	2,455	18.88%	▲
Law, Order & Public Safety						
	4,810	0	0	0		
	30,000	0	0	0		
Community Amenities						
	5,000	5,000	3,396	(1,604)	(32.07%)	▼
Recreation & Culture						
	2,500	2,500	999	(1,501)	(60.04%)	▼
Transport						
	261,450	128,718	128,773	55	0.04%	
Economic Services						
	13,000	13,000	17,578	4,578	35.22%	▲
Total Capital Revenues	329,760	162,218	166,201	3,983		

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Sub Program)
For the Period Ended 28 February 2021

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Capital Expenses							
Governance							
Other Governance		(253,200)	(59,766)	(60,656)	(890)	(1.49%)	
Law, Order and Public Safety							
Fire Prevention		(615,382)	(10,872)	(10,873)	(1)	(0.01%)	
Other Law, Order and Public Safety		(125,244)	(17,922)	(17,922)	0	0.00%	
Housing							
Staff Housing		(15,000)	(15,000)	(15,989)	(989)	(6.60%)	
Community Amenities							
Sanitation - General Refuse		(50,000)	0	0	0		
Urban Stormwater Drainage		(40,374)	(13,836)	(10,493)	3,343	24.16%	▲
Other Community Amenities		(6,500)	(1,284)	(1,284)	(0)	(0.01%)	
Recreation and Culture							
Public Halls and Civic Centres		(687,226)	(7,888)	(6,948)	940	11.91%	
Other Recreation and Sport		(1,990,726)	(61,746)	(32,179)	29,567	47.88%	▲
Libraries		(6,000)	(6,000)	(6,340)	(340)	(5.67%)	
Heritage		(722,000)	0	0	0		
Transport							
Streets and Road Construction		(1,974,623)	(1,288,576)	(1,105,106)	183,470	14.24%	▲
Road Plant Purchases		(1,177,590)	(683,368)	(679,072)	4,296	0.63%	
Parking Facilities		0	0	0	0		
Economic Services							
Tourism and Area Promotion		(47,686)	(41,673)	(42,123)	(450)	(1.08%)	
Other Property and Services							
Unclassified		(87,791)	(53,900)	(54,742)	(842)	(1.56%)	
Total Capital Expenditure	9	(7,799,342)	(2,261,831)	(2,043,728)	218,103		
Net Cash from Capital Activities		(7,469,582)	(2,099,613)	(1,877,527)	222,086		
Financing							
Proceeds from New Debentures	10	312,500	0	0	0		
Self-Supporting Loan Principal	10	8,976	4,447	4,447	0	0.00%	
Transfer from Reserves	7	2,317,272	1,476,496	1,476,496	0	0.00%	
Repayment of Debentures	10	(260,734)	(129,412)	(129,412)	0	0.00%	
Principal of Lease payments	10	(37,933)	(29,254)	(29,254)	0	0.00%	
Transfer to Reserves	7	(541,529)	(8,384)	(8,384)	0	0.00%	
Net Cash from Financing Activities		1,798,552	1,313,892	1,313,892	0		
Net Operations, Capital and Financing		(2,201,365)	311,978	936,631	624,653		
Opening Funding Surplus(Deficit)	2	2,187,365	2,187,365	2,238,421	51,056		
Closing Funding Surplus(Deficit)	2	(14,000)	2,499,343	3,175,052.38	675,709		

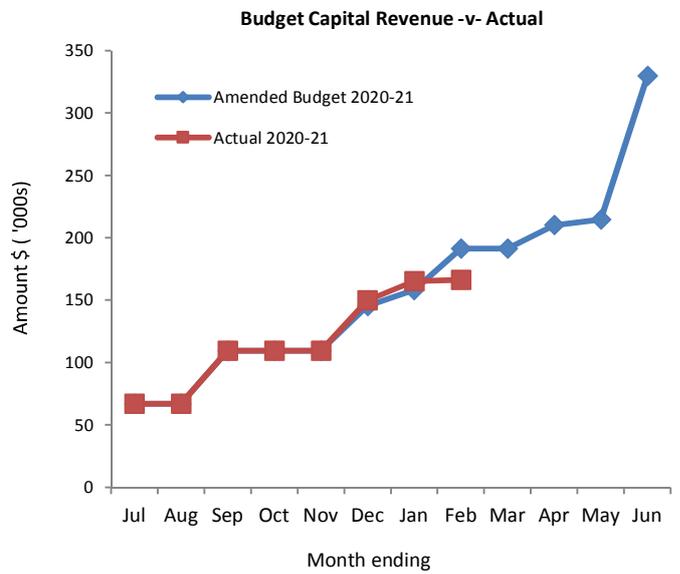
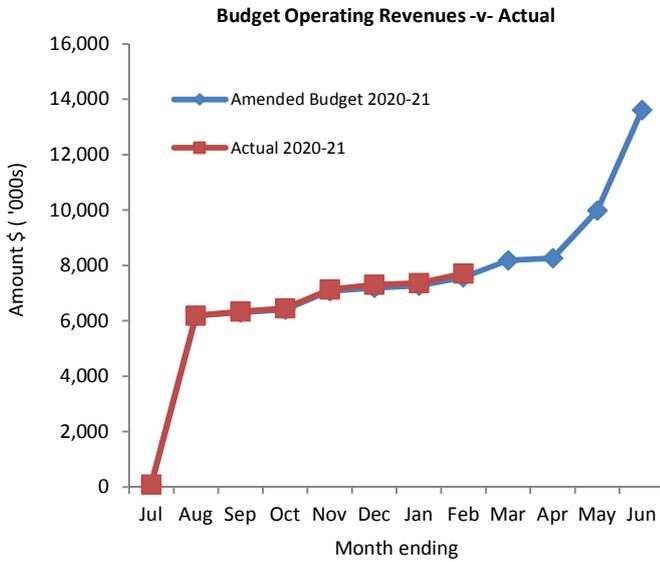
▼Deficit ▲Surplus - Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 3 for an explanation of the reasons for the variance.

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

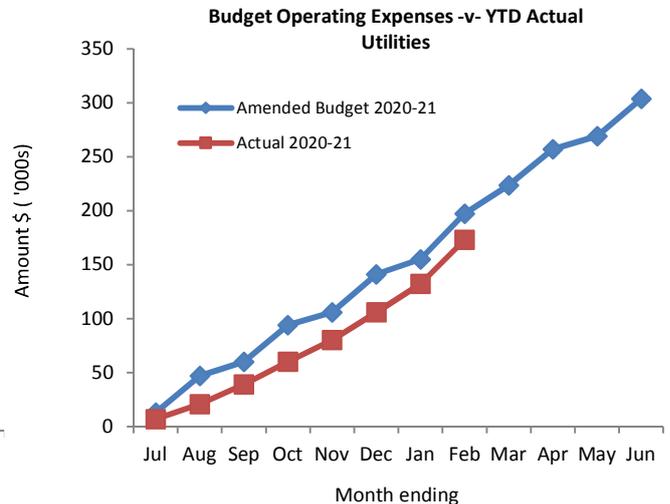
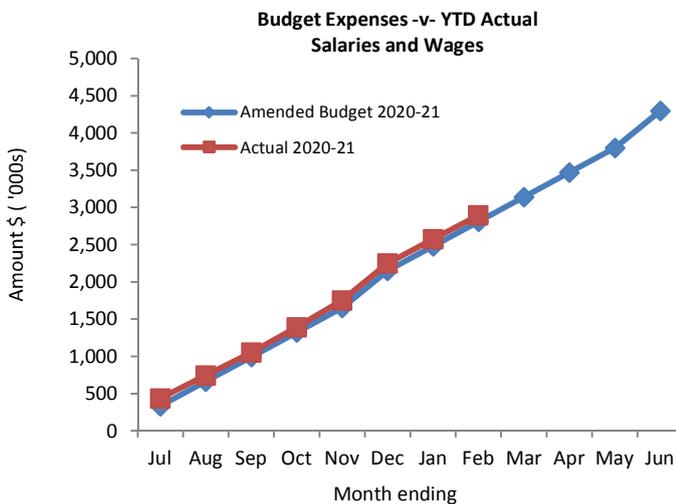
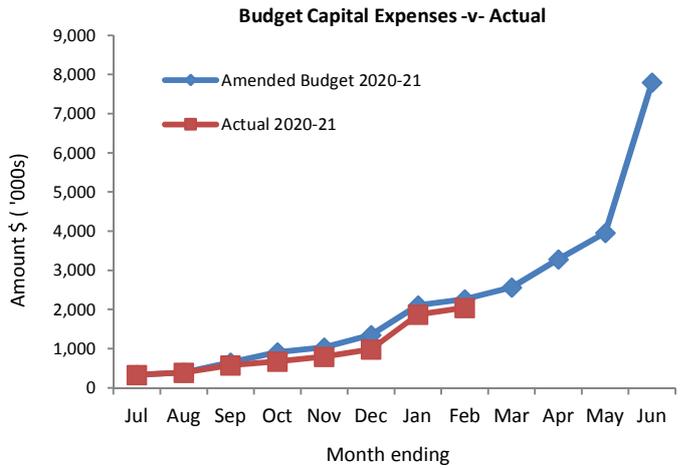
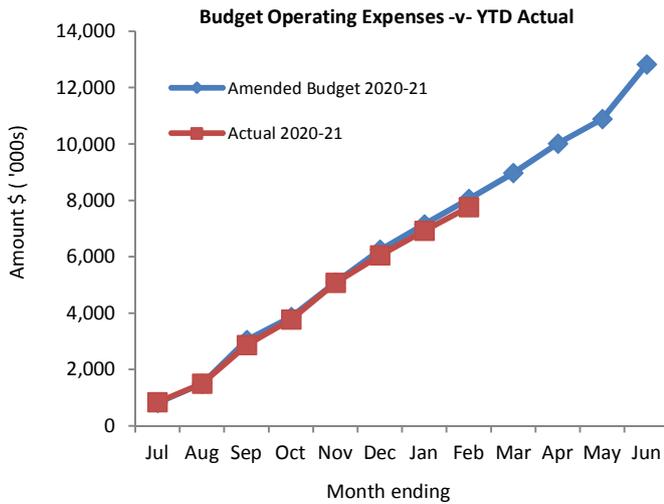
SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 1: GRAPHICAL REPRESENTATION - Source Statement of Financial Activity

Revenues



Expenditure

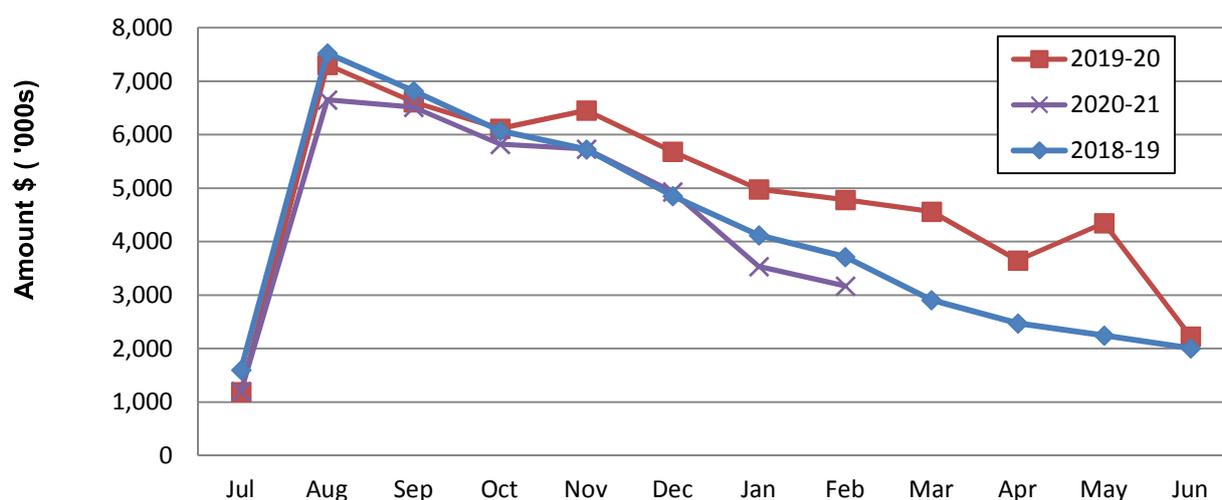


SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 2: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
	Note	YTD 28 Feb 2021	Last Period	Est Actual 30 June 2020
		\$	\$	\$
Current Assets				
Cash Unrestricted	5	5,247,438	5,598,297	3,053,827
Cash Restricted	5	2,822,263	2,822,263	4,290,376
Receivables - Rates	6	805,884	1,137,519	166,687
Receivables - Sundry Debtors	6	585,049	689,646	171,978
Receivables - Other		211,516	208,707	167,037
Inventories		23,982	29,701	12,406
		9,696,132	10,486,132	7,862,312
Less: Current Liabilities				
Payables		(3,314,745)	(3,729,766)	(2,082,486)
Provisions		(798,201)	(806,443)	(806,443)
		(4,112,946)	(4,536,210)	(2,888,929)
Less: Cash Reserves	7	(2,822,263)	(2,822,263)	(4,290,376)
Less: Loans - Clubs/Institutions		(4,530)	(4,530)	(8,976)
Add: Current Leave Provision Cash Backed		185,614	185,614	185,080
Add: Current Contract Liabilities Cash Backed		93,050	93,050	1,080,648
Add: Current Loan Liability		139,995	140,375	298,662
Net Current Funding Position		3,175,052	3,542,168	2,238,421

Note 3 - Liquidity Over the Year



SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Operating Revenues					
Governance					
Other Governance	16,028	9055.21%	▲	Permanent	Refund of super amnesty guarantee admin fees.
Housing					
Staff Housing	(1,816)	(11.33%)	▼	Permanent	Rental income received on staff housing less than estimated.
Community Amenities					
Sewerage	(7,695)	(47.13%)	▼	Permanent	Income received for waste disposal fees less than estimated due to septage pond being full.
Recreation and Culture					
Other Recreation and Sport	12,209	7.06%	▲	Permanent	Various income for Bridgetown Leisure Centre greater than estimated. Some adjustments included in budget review.
Transport					
Streets and Road Maintenance	10,393	5.92%	▲	Permanent	Sale of vehicle \$3,079 and Engineering Supervision fees greater than estimated. Adjustment included in budget review.
Economic Services					
Building Control	5,409	14.39%	▲	Permanent	Income received for building licence approvals greater than estimated. Adjustment included in budget review.
Other Economic Services	(6,318)	(25.40%)	▼	Timing	Sale of water from standpipe less than estimated at this time.
Other Property and Services					
Private Works	(6,067)	(15.18%)	▼	Timing	Police licencing commission less than estimated at this time.
Salaries and Wages	91,636	1832.73%	▲	Permanent	Reimbursement for workers compensation claims greater than estimated, offset by increased expenditure.
Corporate Services Department	4,038	100.95%	▲	Permanent	Extra traineeship incentive received. Adjustment included in budget review.
Operating Expenses					
Law, Order and Public Safety					
Animal Control	35,038	64.71%	▲	Timing	Wage allocation to this program less than estimated due to staff leave.
Other Law, Order and Public Safety	19,104	50.19%	▲	Timing	SES expenditure \$8,000 less than estimated at this time. Balance relates to wages allocations less than estimated due to staff leave.
Health					
Prev Services - Inspection and Admin	40,706	42.95%	▲	Permanent	Wage allocations to this program less than estimated due to staff vacancy.
Preventative Services - Other	4,407	87.99%	▲	Permanent	Wage allocations to this program less than estimated due to staff vacancy.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Education and Welfare					
Aged and Disabled - Other	4,312	7.37%	▲	Timing	Seniors program expenditure less than estimated offset by reduced grant income.
Housing					
Staff Housing	(4,348)	(20.04%)	▼	Timing/ Permanent	Expenditure on staff housing greater than estimated. Adjustment included in budget review.
Community Amenities					
Sanitation - Other	2,329	10.08%	▲	Timing	Wage allocations to this program less than estimated due to staff leave.
Sewerage	(2,542)	(11.65%)	▼	Permanent	Wage allocations to this program less than estimated due to staff vacancy.
Urban Stormwater Drainage	(61,801)	(42.23%)	▼	Timing	Drainage maintenance works greater than estimated at this time.
Town Planning and Regional Develop	8,398	5.03%	▲	Timing	Wage and overhead allocations to this program less than estimated due to staff vacancy.
Other Community Amenities	14,427	9.29%	▲	Permanent/ Timing	Public conveniences building operation, maintenance \$2,889 and community bus \$6,693 less than estimated at this time. Balance relates to expenditure on Cemeteries less than estimated.
Recreation and Culture					
Public Halls and Civic Centres	11,804	12.58%	▲	Timing	Expenditure on public halls building operations and maintenance less than estimated at this time.
Swimming Areas and Beaches	2,926	37.12%	▲	Timing	Building operations and maintenance of Greenbushes swimming pool less than estimated.
Heritage	2,540	5.57%	▲	Timing	Heritage building operations and maintenance expenditure less than estimated at this time.
Transport					
Streets and Road Maintenance	187,789	6.90%	▲	Timing	Roads and verge maintenance expenditure \$171,136 and crossover contributions \$4,788 less than estimated at this time. Balance relates to bridge maintenance less than estimated.
Parking Facilities	5,902	77.77%	▲	Timing	Wage allocation to this program less than estimated due to staff leave.
Economic Services					
Building Control	13,557	10.00%	▲	Timing	Building Control expenditure less than estimated due to wages allocations at this time.
Other Economic Services	1,974	11.07%	▼	Timing	Water consumption for stand pipes less than estimated at this time.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Other Property and Services					
Develop & Infrastructure Management	(12,608)	(99.95%)	▼	Timing	Overhead recovery less than estimated at this time due to timing of leave and staff vacancy. Overhead percentage rates to be monitored.
Waste Activity Unit	3,509	103.75%	▲	Timing	Variance due to timing of leave being taken.
Works Activity Unit	(22,770)	(263.42%)	▼	Timing	Overhead recovery less than estimated at this time due to timing of leave and staff vacancy. Overhead percentage rates to be monitored.
Fleet Activity Unit	8,594	53.73%	▲	Timing	Variance due to timing of leave being taken.
Plant Operation Costs	48,161	320.45%	▲	Timing	Plant depreciation, fuels, parts and repairs expenditure less than estimated at this time. Some adjustments included in budget review.
Salaries and Wages	(84,891)	(1697.82%)	▼	Permanent	Workers compensation greater than estimated, offset by increased income.
Corporate Services Department	(8,533)	(64.51%)	▼	Timing	Variance due to timing of training and leave being taken.
Chief Executive Office Department	(5,110)	(73.95%)	▼	Permanent/ Timing	Long service leave paid out \$12,230 adjusted at budget review. Balance relates to timing of leave being taken and staff vacancy.
Building Assets Department	6,726	115.33%	▲	Timing	Variance due to plant operation costs less than estimated at this time.
Development Services Department	(1,605)	(51.49%)	▼	Timing	Variance due to timing of leave being taken.
Community Services Department	(7,457)	(119.81%)	▼	Timing	Variance due to motor vehicle expenses \$4,287 less than estimated. Balance relates to timing of leave being taken. Overhead percentage rates to be monitored.
Capital Revenues					
Governance					
Other Governance	2,455	18.88%	▲	Permanent	Sale of vehicle greater than estimated. Adjustment included in budget review.
Community Amenities					
Sanitation - General Refuse	(1,604)	(32.07%)	▼	Permanent	Sale of vehicle less than estimated.
Recreation & Culture					
Plant Purchases	(1,501)	(60.04%)	▼	Permanent	Sale of mower less than estimated.
Economic Services					
Building Control	4,578	35.22%	▲	Permanent	Sale of vehicle greater than estimated. Adjustment included in budget review.
Capital Expenses					
Community Amenities					
Urban Stormwater Drainage	3,343	24.16%	▲	Timing	Drainage jobs less than estimated at this time.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Recreation and Culture Other Recreation and Sport	29,567	47.88%	▲	Timing/ Permanent	Somme Park Fitness equipment \$13,103 not yet purchased. Bridgetown Leisure centre \$14,640 expenditure less than estimated. Balance relate to some savings made.
Transport Streets and Road Construction	183,470	14.24%	▲	Timing	Shire depot renewal works \$2,324 and road construction program \$182,086 less than estimated at this time.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 4: BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	(Decrease) in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus				0
	Permanent Changes						
03BN	Hester brook Satellite Station	C.04/0920	Capital Expenses			(20,000)	(20,000)
06017	Fire prevention Non-recurrent grants	C.04/0920	Operating Revenue		20,000		0
20IN	Bridgetown Tennis Club water bore	C.04/1020	Capital Expenses			(30,053)	(30,053)
34423	Other Rec & Culture grants	C.04/1020	Operating Revenue		30,053		0
PL18	Articulated boom machine	C.04/1020	Capital Expenses			(145,000)	(145,000)
40045	Disposal Crendon squirrel machine	C.04/1020	Capital Revenue		15,000		(130,000)
07BU	Shire Administration Building	C.04/1020	Capital Expenses		40,000		(90,000)
Reserve 102	Plant Reserve	C.04/1020	Reserve Transfer		90,000		0
16BU	Bridgetown Leisure Centre new primary door access	C.06/1020	Capital Expenses			(9,750)	(9,750)
Reserve 131	Bridgetown Leisure Centre Reserve	C.06/1020	Reserve Transfer		9,750		0
11BN	Hester Brook Fire Station water tank	C.03/0121	Capital Expenses			(9,291)	(9,291)
12BN	Kangaroo Gully Fire Station water tank	C.03/0121	Capital Expenses			(9,291)	(18,582)
06017	Fire prevention Non-recurrent grants	C.03/0121	Operating Revenue		18,582		0
14MA	Greenbushes Sprotsground light pole removal	C.07/0121	Operating Expenses			(14,000)	(14,000)
				0	223,385	(237,385)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 5: CASH AND INVESTMENTS

	Interest Rate	Unrestricted	Restricted	Trust	Investments	Total Amount	Institution	Maturity Date
		\$	\$	\$	\$	\$		
(a) Cash Deposits								
Municipal Bank Account	Nil	38,531				38,531	Westpac	At Call
Municipal Funds On Call	0.05%	250,227				250,227	WATC	At Call
Trust Bank Account	Nil			955		955	Westpac	At Call
Visitor Centre Trust Account	Nil			13,368		13,368	Westpac	At Call
Cash On Hand	Nil	1,950				1,950	N/A	On Hand
Term Deposits								
(b) Municipal Funds								
Municipal Funds	0.10%	650,619				650,619	NAB	02-Mar-21
Municipal Funds	0.45%	500,435				500,435	NAB	02-Mar-21
Municipal Funds	0.05%	500,878				500,878	Westpac	11-Mar-21
Municipal Funds	0.45%	500,425				500,425	NAB	14-Mar-21
Municipal Funds	0.42%	400,661				400,661	NAB	17-Mar-21
Municipal Funds	0.35%	500,860				500,860	Westpac	18-Mar-21
Municipal Funds	0.41%	500,860				500,860	Westpac	30-Mar-21
Municipal Funds	0.42%	500,000				500,000	Westpac	06-Apr-21
Municipal Funds	0.41%	500,857				500,857	Westpac	13-Apr-21
Municipal Funds	0.30%	401,135				401,135	NAB	22-May-21
Reserve Funds	0.41%		2,822,263			2,822,263	Westpac	30-Mar-21
Total		5,247,438	2,822,263	14,324	0	8,084,025		

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 6: RECEIVABLES

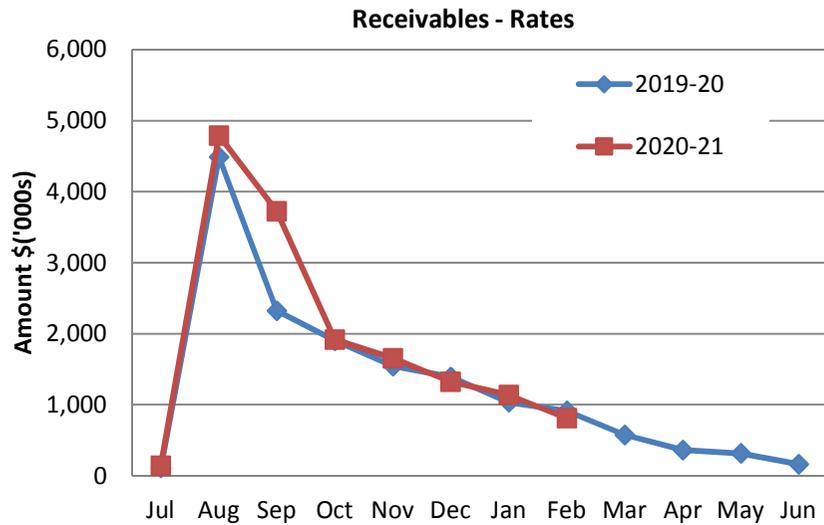
Receivables - Rates

Opening Arrears Previous Years
 Levied this year
 Less Collections to date
 Equals Current Outstanding

	YTD 28 Feb 2021	30 June 2019
	\$	\$
Opening Arrears Previous Years	166,687	126,308
Levied this year	4,683,968	4,538,968
Less Collections to date	(4,044,771)	(4,523,923)
Equals Current Outstanding	805,884	141,352
Net Rates Collectable	805,884	141,352
% Collected	83.39%	96.97%

Net Rates Collectable

% Collected



Receivables - Sundry Debtors

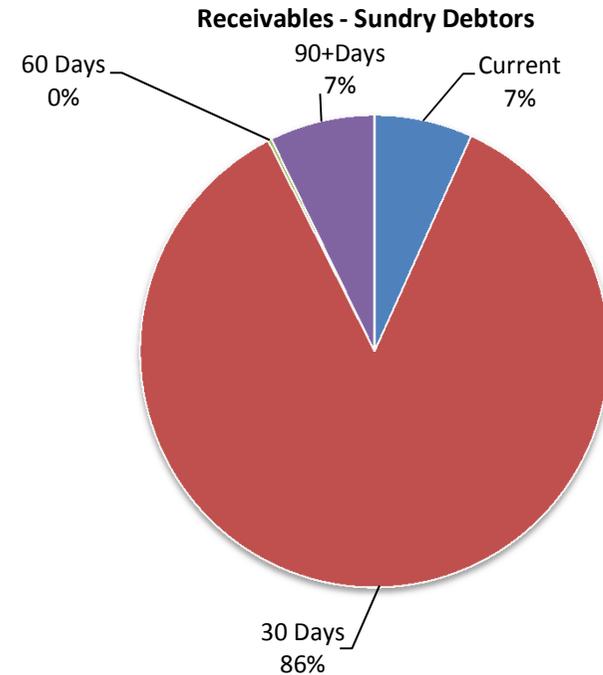
Receivables - Sundry Debtors

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - Sundry Debtors	39,582	501,542	1,489	42,436

Total Sundry Debtor Receivables Outstanding

585,049

Amounts shown above include GST (where applicable)



SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 7: CASH BACKED RESERVE

2020-21										
Res No.	Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
		\$	\$	\$	\$	\$		\$	\$	\$
101	Leave Reserve	185,080	1,442	534	0		0		186,522	185,614
102	Plant Reserve	681,975	5,312	1,279	283,159		(775,500)	(386,000)	194,946	297,255
103	Land and Building Reserve	574,343	4,473	1,625	0		(23,417)	(17,417)	555,399	558,550
104	Bush Fire Reserve	18,284	142	53	10,000		(7,500)		20,926	18,336
105	Maranup Ford Road Maintenance Reserve	5,341	42	15	0		0		5,383	5,356
106	Subdivision Reserve	250,238	1,949	721	10,000		(24,286)		237,901	250,959
107	Sanitation Reserve	100,131	780	289	0		(50,000)		50,911	100,420
109	Recreation Centre Floor and Solar Reserve	203,391	1,584	586	10,000		0		214,975	203,978
112	Refuse Site Post Closure Reserve	227,558	1,772	603	5,000		(43,000)	(30,000)	191,330	198,161
113	Drainage Reserve	61,023	475	176	10,000		(8,850)		62,648	61,199
114	Community Bus Reserve	56,189	438	162	5,000		0		61,627	56,351
115	SBS Tower and Infrastructure Reserve	32,100	250	93	0		0		32,350	32,192
118	Playground Equipment Reserve	34,126	266	98	3,850		0		38,242	34,225
119	Swimming Pool Reserve	4,500	35	13	0		0		4,535	4,513
121	Car Park Reserve	963	8	3	0		0		971	966
125	Building Maintenance Reserve	225,833	1,759	651	0		0		227,592	226,484
126	Strategic Projects Reserve	135,970	1,059	293	10,000		(64,481)	(55,481)	82,548	80,782
127	Matched Grants Reserve	51,697	403	149	10,000		(12,000)		50,100	51,846
128	Aged Care Infrastructure Reserve	56,928	443	164	0		0		57,371	57,092
129	Equipment Reserve	6,107	48	18	0		0		6,155	6,125
130	Assets and GRV Valuation Reserve	99,253	773	286	32,000		(80,000)		52,026	99,539
131	Bridgetown Leisure Centre Reserve	60,724	473	175	0		(29,750)		31,447	60,899
132	Trails Reserve	26,630	207	77	5,000		0		31,837	26,706
133	Light Fleet Vehicle Reserve	91,150	710	263	112,520		(117,840)		86,540	91,413
135	Blackspot Reserve	20,194	157	58	10,000		0		30,351	20,253
201	Unspent Grans Reserve	1,080,648	0	0	0		(1,080,648)	(987,598)	0	93,050
		4,290,376	25,000	8,384	516,529	0	(2,317,272)	(1,476,496)	2,514,633	2,822,263

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 8: CAPITAL DISPOSALS

YTD Actual Replacement			Disposals	Amended Current Budget			
Net Book Value	Proceeds	Profit (Loss)		Net Book Value	Proceeds	Profit (Loss)	Profit (Loss) Variance
\$	\$	\$		\$	\$	\$	\$
			Plant and Equipment				
17,000	15,455	(1,545)	P3085 2014 Holden Colorado (EMCS)	17,000	13,000	(4,000)	2,455
			P4010 2009 Toyota landcruiser (SES)	27,000	30,000	3,000	(3,000)
			P4145 2010 Ford Ranger (Mitigation)	8,000	4,810	(3,190)	3,190
2,415	3,396	982	P2225 2007 Ford Ranger (Landfill site)	2,400	5,000	2,600	(1,618)
2,000	999	(1,001)	P2101 2015 John Deere ride on mower	2,000	2,500	500	(1,501)
32,455	30,000	(2,455)	P2126 2009 Ammann Multi Tyre Roller	30,000	30,000	0	(2,455)
44,341	36,500	(7,841)	P2133 2008 Caterpillar Multi Tyre Roller	36,500	36,500	0	(7,841)
			P2280 2008 Ford Ranger (General Hand)	6,000	6,000	0	0
8,000	7,273	(727)	P2165 2009 Ford Ranger (BMO)	5,000	5,000	0	(727)
44,162	43,000	(1,162)	P2026 2007 Hino Tip Truck with crane	43,000	43,000	0	(1,162)
			P2006 2008 Caterpillar grader	87,000	87,000	0	0
			P2111 2013 Tennant footpath sweeper	8,000	10,000	2,000	(2,000)
			P3075 2015 Holden Colorado (MBA)	19,000	14,545	(4,455)	4,455
			P2060 2015 Holden Colorado (Works co-ord)	18,000	14,405	(3,595)	0
12,702	17,578	4,876	P3090 2014 Holden Colorado (PBS)	13,000	13,000	0	4,876
11,797	12,000	203	P2230 2005 Crendon Squirrel	15,000	15,000	0	203
174,871	166,201	(8,670)		336,900	329,760	(7,140)	(5,125)

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	YTD 28 Feb 2021				Comment
		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Land and Buildings						
Other Governance						
Shire Administration Building	07BU	146,953	22,316	23,399	1,083	Jobs continuing
		146,953	22,316	23,399	1,083	
Fire Prevention						
Hester Brook Satellite Station	03BN	20,000	0	0	0	
Greenbushes Bushfire Brigade	09BN	251,300	5,636	5,636	0	
Wandillup Bushfire Brigade	10BN	278,600	5,236	5,236	0	
Hester Brook Bushfire Station	11BN	9,291	0	0	0	
Kangaroo Gully Bushfire Station	12BN	9,291	0	0	0	
		568,482	10,872	10,873	0	
Other Law, Order and Public Safety						
SES Building	1080140	5,222	0	0	0	
		5,222	0	0	0	
Staff Housing						
31 Gifford Road	28BU	15,000	15,000	15,989	989	
		15,000	15,000	15,989	989	
Public Halls and Civic Centres						
Bridgetown Civic Centre Growth Strategy Project	02BU	679,338	0	0	0	
Greenbushes Hall	20BU	7,888	7,888	6,948	(940)	
		687,226	7,888	6,948	(940)	
Other Recreation and Sport						
Bridgetown Tennis Club	06BU	36,000	0	0	0	
Bridgetown Leisure Centre Renewals	16BU	19,250	9,500	1,420	(8,080)	Jobs continuing
Greenbushes Golf Club	39BU	133,000	0	160	160	
Bridgetown Sports Ground Horse Stalls	56BU	11,206	6,228	6,228	0	
		199,456	15,728	7,808	(7,920)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 28 Feb 2021			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Land and Buildings (Continued)						
Libraries						
Bridgetown Regional Library	36554	6,000	6,000	6,340	340	
		6,000	6,000	6,340	340	
Heritage						
Bridgetown Railway Station restoration	57BU	722,000	0	0	0	
		722,000	0	0	0	
Streets and Road Construction						
Shire Depot	08BU	17,261	6,041	3,717	(2,324)	Jobs continuing
		17,261	6,041	3,717	(2,324)	
Unclassified						
Geegelup Brook Land	1790040	87,791	53,900	54,742	842	
		87,791	53,900	54,742	842	
Land and Buildings Total		2,455,391	137,745	129,817	(7,929)	
Roads						
Streets and Road Construction						
Winnejup Road Regional Road Group 20/21	RR25	357,000	356,997	325,345	(31,652)	Works continuing
Winnejup Road Regional Road Group 19/20	RR22	18,000	18,000	1,896	(16,104)	Works continuing
Kerbing	KB01	8,000	0	0	0	
Peninsula Road Roads to Recovery	RT26	205,000	102,500	48,689	(53,811)	Works continuing
Glentulloch Road 2nd coat Roads to Recovery	RT82	20,000	0	0	0	
Tweed Road Roads to Recovery	RT52	100,000	100,000	94,260	(5,740)	Works continuing
Verge treatments Roads to Recovery	RT86	50,000	0	0	0	
Hester Cascades Road Roads to Recovery	RT87	30,000	30,000	0	(30,000)	Works not yet commenced
Ethel Street Roads to Recovery	RT88	44,780	44,780	0	(44,780)	Works not yet commenced
Steere Street & Stewart Street	RC52	20,000	0	0	0	
		852,780	652,277	470,191	(182,086)	
Roads Total		852,780	652,277	470,191	(182,086)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 28 Feb 2021			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Footpaths						
Streets and Road Construction						
Footpaths accessibility access	FP28	5,000	0	0	0	
Spring Gully Road	FP44	5,000	0	0	0	
		10,000	0	0	0	
Footpaths Total		10,000	0	0	0	
Drainage						
Urban Stormwater Drainage						
Peninsula Road (Showgrounds drainage)	DR25	8,850	0	0	0	
Lockley Avenue (Memorial Park Drainage)	DR37	5,160	5,158	0	(5,158)	Works not yet commenced
Claret Ash Rise	DR31	15,000	8,678	10,493	1,815	Works continuing
Four Season Estate	DR24	11,364	0	0	0	
		40,374	13,836	10,493	(3,343)	
Drainage Total		40,374	13,836	10,493	(3,343)	
Parks and Ovals						
Other Recreation and Sport						
Somme Park (Fitness Trail Equipment)	05IU	13,103	13,103	0	(13,103)	Job not yet commenced
		13,103	13,103	0	(13,103)	
Parks and Ovals Total		13,103	13,103	0	(13,103)	
Bridges						
Streets and Road Construction						
Winnejump Road Bridge 3315	BR03	345,000	230,000	230,000	0	
Donnelly Mill Road Bridge 3337	BR19	660,321	366,758	366,758	0	
Brockman Highway Bridge 0266A	BR20	10,100	5,500	5,500	0	
Winnejump Road Bridge 3315	BR21	11,000	0	0	0	
Winnejump Road Bridge 3316	BR22	28,000	28,000	28,940	940	
Slades Road Bridge 3331A	BR23	14,161	0	0	0	
Donnelly Mill Road Bridge 3337	BR24	11,000	0	0	0	
Catterick Road Bridge 3703A	BR25	7,500	0	0	0	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	YTD 28 Feb 2021				Comment
		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Bridges (Continued)						
McKelvie Road Bridge 3705	BR26	7,500	0	0	0	
		1,094,582	630,258	631,198	940	
Bridges Total		1,094,582	630,258	631,198	940	
Infrastructure Other						
Sanitation - General Refuse						
Bridgetown Landfill - Reticulation	WA01	50,000	0	0	0	
		50,000	0	0	0	
Other Community Amenities						
Hampton Street Community Notice Board	13IU	6,500	1,284	1,284	0	
		6,500	1,284	1,284	0	
Other Recreation and Sport						
Lighting improvements to facility parking area	19IN	20,000	0	0	0	
Four Seasons Estate - POS Reserve	03IN	45,454	0	0	0	
Four Seasons Estate - Stream Protection	04IN	18,182	0	0	0	
Greenbushes Recreation Centre Growth Strategy	15IN	35,000	0	68	68	
Bridgetown Youth Precinct Growth Strategy	16IN	650,021	0	0	0	
Blackwood River Park Foreshore Development	17IN	941,947	4,405	4,405	0	
Bridgetown Tennis Club Growth Strategy	20IN	30,053	0	0	0	
Bridgetown Leisure Centre	18IN	9,810	9,810	3,090	(6,720)	Job continuing
		1,750,467	14,215	7,563	(6,652)	
Tourism and Area Promotion						
Bridgetown Information Bays	11IN	25,000	25,000	25,278	278	Job completed, some savings made
Septage dump point	13IN	22,686	16,673	16,845	172	Job completed, some savings made
		47,686	41,673	42,123	450	
Infrastructure Other Total		1,854,653	57,172	50,970	(6,202)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 28 Feb 2021			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Plant and Equipment						
Other Governance						
Generator - Shire Admin	07EQ	45,000	1,450	1,450	0	
Light Fleet Vehicles	1055440	36,000	36,000	35,807	(193)	Purchase completed
		81,000	37,450	37,257	(193)	
Fire Prevention						
Fire Fighting Equipment - Brigades Funded	1065540	5,000	0	0	0	
Vehicles for Brigades	1065940	41,900	0	0	0	
		46,900	0	0	0	
Other Law, Order and Public Safety						
SES Equipment	1080340	5,305	5,305	5,305	0	Purchase completed
SES Vehicle	1080240	102,100	0	0	0	
		107,405	5,305	5,305	0	
Other Recreation and Sport						
Air conditioning unit & PLC program	06EQ	9,000	0	0	0	
Ride on mower	PL17	8,000	8,000	5,999	(2,001)	Purchase completed, some savings made
Automated pool cleaner	08EQ	10,700	10,700	10,809	109	Purchase completed
		27,700	18,700	16,808	(1,892)	
Road Plant Purchases						
Multi tyre road roller	PL15	164,380	164,380	164,782	402	Purchase completed
Tip truck	PL04	182,330	182,330	182,330	0	Purchase completed
Multi tyre road roller	PL16	164,380	164,380	164,782	402	Purchase completed
Road grader	PL09	326,000	0	0	0	
Footpath sweeper	PL06	65,000	0	0	0	
Articulated boom machine	PL18	145,000	145,000	139,900	(5,100)	Purchase completed, some savings made
Works and Services Fleet	1405040	125,500	27,278	27,278	(0)	
Sundry Equipment	1403740	5,000	0	0	0	
		1,177,590	683,368	679,072	(4,296)	
Plant and Equipment Total		1,440,595	744,823	738,442	(6,381)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 28 Feb 2021			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<i>Furniture and Equipment</i>						
Other Governance						
IT Communications Equipment and Software	1055140	25,247	0	0	0	
		25,247	0	0	0	
Other Law, Order and Public Safety						
SES Furniture & Equipment	1080040	12,617	12,617	12,617	(0)	Purchases completed
		12,617	12,617	12,617](0)	
Furniture and Equipment Total		37,864	12,617	12,617	(0)	
Capital Expenditure Total		7,799,342	2,261,831	2,043,728	(218,104)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 10: INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1/07/2020	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget	
		\$	\$	\$	\$	\$	\$	\$	
Community Amenities									
Loan 108 Landfill Plant	50,302		12,193	24,637	38,109	25,665	1,039	1,826	
Loan 113 Landfill Site New Cell	104,585		51,996	104,585	52,589	0	1,192	1,792	
Loan 114 Liquid & Inert Waste Sites	73,943		11,910	23,982	62,033	49,961	1,009	1,856	
Loan 115 Landfill Cell Extension	80,636		9,799	19,677	70,837	60,959	649	1,219	
Loan 116 Liquid Waste Facility	90,855		4,640	9,325	86,215	81,530	890	1,735	
Recreation and Culture									
Loan 110 Bridgetown Bowling Club - SSL	8,976		4,447	8,976	4,530	0	167	252	
Loan 112 Bridgetown Swimming Pool	1,401,069		34,428	69,552	1,366,641	1,331,517	28,302	55,908	
Loan 117 Youth Precinct Redevelopment	0		0			189,500			
Loan 118 Bridgetown Civic Centre revitalisation	0		0			123,000			
	1,810,366	0	129,412	260,734	1,680,953	1,862,132	33,249	64,588	

(b) New Debentures

Particulars	Amount to be Borrowed Budget	Institution	Loan Type	Term Years	Amount Borrowed Actual
	\$				\$
Other Recreation and Culture					
Loan 117 Youth Precinct Redevelopment	189,500	WATC	Debenture	10	0
Loan 118 Bridgetown Civic Centre revitalisation	123,000	WATC	Debenture	10	0
	312,500				0

No new debentures were raised during the reporting period.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 10: INFORMATION ON BORROWINGS

(c) Lease Liabilities

Particulars	Principal 1/07/2020	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$
Recreation and Culture								
003 Gym Equipment	95,161		18,969	24,211	76,192	70,950	1,943	2,780
Other Property and Services								
001 CESM Vehicle	5,327		3,035	4,564	2,292	763	29	36
002 Photocopies and printers	35,168		7,250	9,158	27,918	26,010	920	1,315
	135,656	0	29,254	37,933	106,402	97,723	2,893	4,131

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 11: RATING INFORMATION

RATE TYPE	Rate in Dollar	Number of Properties	Rateable Value	Rate Revenue	Interim Rates	Back Rates	Total Revenue	Amended Budget Rate Revenue	Amended Budget Interim Rate	Amended Budget Back Rate	Amended Budget Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV Shire	0.087045	1,760	28,233,720	2,457,605	10,484	1,037	2,469,125	2,457,604	10,000	1,000	2,468,604
UV Shire Rural	0.006220	480	186,915,000	1,162,611	(2,635)		1,159,976	1,162,611			1,162,611
UV Bridgetown Urban Farmland	0.000000	0	0	0			0	0			0
UV Mining	0.071478	12	994,855	71,110	2,427		73,537	71,110			71,110
Sub-Totals		2,252	216,143,575	3,691,326	10,276	1,037	3,702,639	3,691,325	10,000	1,000	3,702,325
Minimum Payment	Minimum \$										
GRV Shire	942.00	720	3,914,589	678,240	1,832		680,072	678,240			678,240
UV Shire Rural	1,168.00	253	33,962,000	295,504			295,504	295,504			295,504
UV Bridgetown Urban Farmland	0.00	0	0	0			0	0			0
UV Mining	523.00	11	31,574	5,753	0		5,753	5,753			5,753
Sub-Totals		984	37,908,163	979,497	1,832	0	981,329	979,497	0	0	979,497
Rates Paid in Advance							4,683,968				4,681,822
Amount from General Rates							0				0
Discounts/concessions							4,683,968				4,681,822
Totals							(9,434)				(9,434)
							4,674,534				4,672,388

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2021

Note 12: TRUST FUND

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

Description	Opening Balance 1-Jul-20	Amount Received	Amount Paid	Closing Balance 28-Feb-21
	\$	\$	\$	\$
Accommodation - Visitor Centre	24,724	77,556	(89,421)	12,859
South West Coach Lines	102	967	(960)	109
Other Visitor Centre	76	1,492	(1,435)	134
TransWA	149	4,997	(4,880)	267
Unclaimed Monies				
R Witlen Overpayment	21			21
Visitor Centre Accommodation Payment	231			231
Frank Draper Cemetery Fees	703			703
Interest to be Distributed	0			0
	26,007	85,012	(96,696)	14,324

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-21 BUDGET		2020-21 AMENDED BUDGET		ESTIMATED ACTUAL 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
OPERATING SECTION						
GENERAL PURPOSE FUNDING	5,669,993	123,757	5,669,993	123,757	5,433,526	69,447
GOVERNANCE	369	1,157,838	369	1,157,838	16,474	730,976
LAW, ORDER & PUB. SAFETY	1,207,064	1,201,782	1,227,064	1,201,782	327,374	683,493
HEALTH	7,130	163,837	7,130	163,837	33	60,663
EDUCATION & WELFARE	5,859	195,474	5,859	195,474	396	144,754
HOUSING	24,045	21,939	24,045	21,939	14,208	26,045
COMMUNITY AMENITIES	1,050,920	1,839,597	1,050,920	1,839,597	997,501	1,134,532
RECREATION & CULTURE	3,331,402	3,166,098	3,361,455	3,166,098	206,106	1,738,092
TRANSPORT	1,950,001	4,043,433	1,950,001	4,043,433	389,345	2,536,638
ECONOMIC SERVICES	153,874	808,393	153,874	808,393	126,041	498,746
OTHER PROPERTY & SERVICES	144,926	88,803	144,926	88,803	197,451	132,030
SUB TOTAL - OPERATING	13,545,583	12,810,951	13,595,636	12,810,951	7,708,457	7,755,416
CAPITAL SECTION						
GOVERNANCE	13,000	293,200	13,000	253,200	15,455	60,656
LAW, ORDER & PUB. SAFETY	34,810	702,044	34,810	722,044	0	28,795
HOUSING	0	15,000	0	15,000	0	15,989
COMMUNITY AMENITIES	5,000	96,874	5,000	96,874	3,396	11,777
RECREATION & CULTURE	2,500	3,366,149	2,500	3,405,952	999	45,468
TRANSPORT	246,450	3,007,213	261,450	3,152,213	128,773	1,784,178
ECONOMIC SERVICES	13,000	47,686	13,000	47,686	17,578	42,123
OTHER PROPERTY & SERVICES	0	87,791	0	87,791	0	54,742
SUB TOTAL - CAPITAL	314,760	7,615,957	329,760	7,780,760	166,201	2,043,728
TOTAL	13,860,343	20,426,908	13,925,396	20,591,711	7,874,658	9,799,143

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>GENERAL PURPOSE FUNDING</u>						
RATES						
OPERATING INCOME						
1011910 General Rates	4,680,822		4,680,822		4,682,931	
1011810 Concessions	(9,434)		(9,434)		(9,434)	
1012010 Interest on Overdue Rates	14,500		14,500		15,851	
1012110 Back Rates Levied	1,000		1,000		1,037	
1012210 Reimbursements/Contributions	10,000		10,000		0	
1012310 Instalment Charges	0		0		0	
1012410 Instalment Plan Interest	9,000		9,000		8,608	
1012510 ESL Interest	775		775		794	
1012610 ESL Administration Fee	4,000		4,000		4,000	
1034010 Government Pension Interest	3,500		3,500		1,708	
1054830 Enquiry Fees	22,250		22,250		33,194	
OPERATING EXPENDITURE						
1011020 Administration & Finance Department		63,556		63,556		43,239
1011120 Administration & Finance Activity		8,885		8,885		5,906
1011420 Notice Printing & Distribution		9,250		9,250		7,584
1011520 Advertising & Promotion		1,930		1,930		600
1011620 Collection Costs		10,000		10,000		295
1012120 Written Off		100		100		0
1052220 Valuation Charges		16,000		16,000		3,080
1052420 Search Costs		100		100		0
1011220 BPOINT & BPAY Service		8,000		8,000		4,010
1011320 EFTPOS Service		5,000		5,000		4,502
OPERATING SUB TOTAL	4,736,413	122,821	4,736,413	122,821	4,738,689	69,216
TOTAL RATES	4,736,413	122,821	4,736,413	122,821	4,738,689	69,216

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>GENERAL PURPOSE FUNDING</u>						
OTHER GENERAL PURPOSE FUNDING						
OPERATING INCOME						
1023010 Grants Commission - General Purpose	582,849		582,849		443,159	
1023510 Grants Commission - Local Road Funding	295,731		295,731		229,695	
1036010 General Revenue Interest	30,000		30,000		13,639	
1037010 Reserves Interest Received	25,000		25,000		8,344	
OPERATING EXPENDITURE						
1021120 Administration & Finance Department		336		336		231
1021420 Consultants		500		500		0
1591420 Interest Paid		100		100		0
OPERATING SUB TOTAL	<u>933,580</u>	<u>936</u>	<u>933,580</u>	<u>936</u>	<u>694,837</u>	<u>231</u>
TOTAL OTHER GENERAL PURPOSE FUNDING	<u>933,580</u>	<u>936</u>	<u>933,580</u>	<u>936</u>	<u>694,837</u>	<u>231</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>GOVERNANCE</u>						
MEMBERS OF COUNCIL						
OPERATING EXPENDITURE						
1040020 Depreciation Furniture & Equipment		1,711	1,711		1,140	
1040120 Development Services Department		5,921	5,921		3,117	
1040220 Travel		9,547	9,547		3,925	
1040320 Conference & Seminar Expenses		10,750	10,750		539	
1040420 Election Expenses		1,417	1,417		641	
1040620 Allowances		98,890	98,890		65,260	
1040720 Legal Expenses		3,000	3,000		0	
1041220 Citizenships & Public Relations		250	250		318	
1041520 Insurance		6,864	6,864		6,864	
1041620 Subscriptions		10,960	10,960		10,378	
1042820 Other Related Costs		9,250	9,250		1,286	
1042920 Administration & Finance Activity		68,573	68,573		49,103	
1043020 Corporate Services Department		5,028	5,028		4,416	
1043120 D & I Management Department		21,420	21,420		14,161	
1043220 Community Services Department		37,412	37,412		25,547	
1043320 Publications & Legislation		1,170	1,170		1,170	
1043420 Training Programs		15,229	15,229		3,705	
1043620 Chief Executive Office Department		67,394	67,394		46,924	
1046720 Council Nomination Fees Refunded		0	0		0	
1040920 Consultants		3,500	3,500		4,018	
OPERATING INCOME						
1043930 Reimbursements	50		50		269	
1044030 Council Nomination Fees	0		0		0	
OPERATING SUB TOTAL	50	378,286	50	378,286	269	242,512
TOTAL MEMBERS OF COUNCIL	50	378,286	50	378,286	269	242,512

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>GOVERNANCE</u>						
OTHER GOVERNANCE						
OPERATING EXPENDITURE						
1050020 Strategic Planning		117,217		117,217		78,162
1050120 Development Services Department		22,010		22,010		12,146
1050620 Loss on Sale of Assets		4,000		4,000		1,545
1055020 Corporate Services Department		107,733		107,733		73,373
1055320 Community Services Department		15,937		15,937		10,822
1055120 D & I Management Department		30,750		30,750		18,959
1055420 Insight Newsletter		13,276		13,276		9,216
1055520 Refreshments (GST Claimable)		17,188		17,188		10,910
1055920 Shire Website		11,428		11,428		9,848
1056120 Chief Executive Office Department		319,572		319,572		203,878
1056220 Assistance with Tender Processes		10,000		10,000		0
1056520 Refreshments (GST Not Claimable)		5,150		5,150		4,179
1056620 Minor Furniture & Equipment		9,500		9,500		2,391
1056820 Civic Receptions & Events		13,869		13,869		8,239
1057820 Administration & Finance Activity		5,137		5,137		3,152
1056320 Australia Day Donation		1,000		1,000		0
1050060 Non-recurrent Projects		75,785		75,785		41,645
OPERATING INCOME						
1055030 Photocopying	200		200		26	
1055230 Minor Income	59		59		16,149	
1055730 Freedom of Information Income	60		60		30	
OPERATING SUB TOTAL	319	779,552	319	779,552	16,205	488,464
CAPITAL EXPENDITURE						
1055140 IT, Comms Equipment & Software		25,247		25,247		0
1055440 Plant Purchases		36,000		36,000		35,807
1055740 Building Renewals		186,953		146,953		23,399
1055840 Equipment Purchases		45,000		45,000		1,450
CAPITAL INCOME						
1045150 Sale of Plant	13,000		13,000		15,455	
CAPITAL SUB TOTAL	13,000	293,200	13,000	253,200	15,455	60,656
TOTAL OTHER GOVERNANCE	13,319	1,072,752	13,319	1,032,752	31,659	549,120

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021		
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND	
	\$	\$	\$	\$	\$	\$	
<u>LAW, ORDER & PUBLIC SAFETY</u>							
FIRE PREVENTION							
OPERATING EXPENDITURE							
1060020	Depreciation	208,536		208,536		140,632	
1060060	Non Recurrent Projects	154,940		154,940		97,383	
1060220	Legal Expenses	1,000		1,000		0	
1060320	Community Services Department	30,603		30,603		1,618	
1060420	Plant Operation Cost Council	35,610		35,610		4,168	
1060520	DFES Insurance	28,700		28,700		28,700	
1060620	Bushfire Administration & Emergency	47,900		47,900		31,393	
1060720	DFES Plant & Equipment Maintenance	4,600		4,600		3,741	
1060820	DFES Other Goods & Services	10,125		10,125		11,477	
1061120	Advertising & Printing	2,350		2,350		2,027	
1061320	Shire Funded Fire Equipment	4,000		4,000		409	
1061420	DFES Maintenance of Vehicles	109,870		109,870		43,336	
1061520	Bush Fire Management Committee	800		800		142	
1061620	DFES Minor Plant & Equipment	6,000		6,000		2,098	
1061720	Fire Fighting Expenses	17,500		17,500		560	
1061820	Loss on sale of asset	3,190		3,190		0	
1062020	Hazard Reduction Works	41,897		41,897		29,990	
1062520	Fire Brigades General Assistance	3,583		3,583		1,461	
1063520	Community Emergency Services Manager	123,474		123,474		78,228	
1063620	Other Brigade Expenditure	2,000		2,000		0	
1064120	DFES Bushfire Brigades Building Op.	14,208		14,208		8,809	
1064220	DFES Bushfire Brigades Building Maint.	11,000		11,000		7,008	
1064320	DFES Protective Clothing	24,000		24,000		10,514	
1064720	Emergency Services Coordinator	17,208		17,208		11,023	
1064820	Administration & Finance Activity	51,879		51,879		34,163	
1064920	Bridgetown Bushfire HQ Build Maint.	5,806		5,806		686	
1065020	Bridgetown Bushfire HQ Build Op.	18,192		18,192		14,859	
1065120	Council Bushfire Brigades Building Maint.	450		450		138	
1065220	Council Bushfire Brigades Building Op.	81		81		81	
1065320	Fire Prevention Unspent Grants	80,780		80,780		80,780	
1060060	DFES Minor Plant & Equip Non-recurrent	0		0		0	
OPERATING INCOME							
1063730	Other Grants & Contributions	89,084		89,084		39,026	
1063930	Hazard Reduction Fees & Charges	4,000		4,000		2,412	
1064030	Fines & Penalties	5,000		5,000		5,281	
1064430	Profit on Sale of Asset	0		0		0	
1064530	Brigade Reimbursements/Grants	7,000		7,000		0	
1064730	DFES Levy Grant	208,503		208,503		96,004	
1060070	DFES Levy Grants Non-recurrent	513,700		513,700		0	
1060170	Fire Prevention Grants Non-recurrent	235,720		255,720		156,969	
OPERATING SUB TOTAL		1,063,007	1,060,282	1,083,007	1,060,282	299,691	645,425

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>LAW, ORDER & PUBLIC SAFETY</u>						
<i>FIRE PREVENTION</i>						
CAPITAL EXPENDITURE						
1065540 Fire Equipment - Brigades		5,000		5,000		0
1065940 Purchase of Plant & Vehicles		41,900		41,900		0
1066140 Buildings New/Upgrades		529,900		549,900		10,873
CAPITAL INCOME						
1067950 Sale of Plant & Vehicles	4,810		4,810		0	
CAPITAL SUB TOTAL	<u>4,810</u>	<u>576,800</u>	<u>4,810</u>	<u>596,800</u>	<u>0</u>	<u>10,873</u>
TOTAL FIRE PREVENTION	<u>1,067,817</u>	<u>1,637,082</u>	<u>1,087,817</u>	<u>1,657,082</u>	<u>299,691</u>	<u>656,297</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>LAW, ORDER & PUBLIC SAFETY</u>						
ANIMAL CONTROL						
OPERATING EXPENDITURE						
1070220 Community Services Department		56,702		56,702		5,500
1070420 Animal Control Administration		15,635		15,635		10,799
1070720 Impounding Costs		4,659		4,659		730
1070820 Animal License Tags/Renewals		1,500		1,500		543
1070920 Court & Legal Costs		2,000		2,000		0
1072820 Other Expenses		2,000		2,000		1,538
1070060 Non-recurrent Projects		1,697		1,697		0
OPERATING INCOME						
1074030 Fines & Penalties	4,000		4,000		3,245	
1074230 Dog Registration Fees	15,500		15,500		15,044	
1074330 Other Fees & Charges	200		200		79	
1074430 Impounded Stock	50		50		0	
1074630 Cat Registration Fees	2,000		2,000		2,517	
OPERATING SUB TOTAL	<u>21,750</u>	<u>84,193</u>	<u>21,750</u>	<u>84,193</u>	<u>20,886</u>	<u>19,110</u>
TOTAL ANIMAL CONTROL	<u>21,750</u>	<u>84,193</u>	<u>21,750</u>	<u>84,193</u>	<u>20,886</u>	<u>19,110</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>LAW, ORDER & PUBLIC SAFETY</u>						
OTHER LAW, ORDER & PUBLIC SAFETY						
OPERATING EXPENDITURE						
1080020 Depreciation		13,490		13,490		9,565
1080120 Community Safety & Crime Prevention		1,109		1,109		109
1080220 Communiyt Services Department		18,245		18,245		823
1080820 Bridgetown SES Assistance		14,833		14,833		3,593
1080920 Bridgetown SES Building Maintenance		2,500		2,500		147
1081020 Bridgetown SES Building Operation		5,130		5,130		3,643
1081420 Impounding Vehicles		500		500		92
1081620 Fines & Enforcement Registry Fees		1,500		1,500		987
1080060 Bridgetown SES Non-current Projects		0		0		0
OPERATING INCOME						
1080030 Profit on Sale of Asset	3,000		3,000		0	
1080530 Charges for Impounded Vehicles	750		750		0	
1080730 SES Operating Grant	22,463		22,463		5,371	
1080930 Fees & Charges	50		50		0	
1081030 Fines & Enforcement Reimbursement	800		800		1,426	
1080070 SES Non-recurrent Grants	95,244		95,244		0	
OPERATING SUB TOTAL	122,307	57,307	122,307	57,307	6,797	18,959
CAPITAL EXPENDITURE						
1080040 SES Furniture & Equipment		12,617		12,617		12,617
1080140 SES Building		5,222		5,222		0
1080340 SES Equipment		5,305		5,305		5,305
1080240 Plant Purchases		102,100		102,100		0
CAPITAL INCOME						
1080150 Sale of Plant	30,000		30,000		0	0
CAPITAL SUB TOTAL	30,000	125,244	30,000	125,244	0	17,922
TOTAL OTHER LAW, ORDER & PUBLIC SAFETY	152,307	182,551	152,307	182,551	6,797	36,881

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
<u>HEALTH</u>	\$	\$	\$	\$	\$	\$
MATERNAL & INFANT HEALTH						
OPERATING EXPENDITURE						
1110220 Maternal & Infant Health Service Agree.		6,000		6,000		6,000
OPERATING SUB TOTAL	0	6,000	0	6,000	0	6,000
TOTAL MATERNAL & INFANT HEALTH	0	6,000	0	6,000	0	6,000

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>HEALTH</u>						
PREVENTATIVE SERVICES - INSPECTION/ADMIN						
OPERATING EXPENDITURE						
1140120 Development Services Department		125,253		125,253		46,202
1140320 Executive Support - D & I Management		11,385		11,385		7,860
1140620 Other Minor Costs		1,800		1,800		0
1140060 Non-recurrent Projects		10,000		10,000		0
OPERATING INCOME						
1144830 Health Act Licenses (GST Free)	7,030		7,030		33	
1144130 Health Act Charges (Inc GST)	100		100		0	
OPERATING SUB TOTAL	<u>7,130</u>	<u>148,438</u>	<u>7,130</u>	<u>148,438</u>	<u>33</u>	<u>54,062</u>
TOTAL PREV. SERVICES - INSPECTION/ADMIN	<u>7,130</u>	<u>148,438</u>	<u>7,130</u>	<u>148,438</u>	<u>33</u>	<u>54,062</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>HEALTH</u>						
<i>PREVENTATIVE SERVICES - PEST CONTROL</i>						
OPERATING EXPENDITURE						
1150120 Development Services Department		408		408		0
1150220 Other Minor Costs		200		200		0
OPERATING SUB TOTAL	<u>0</u>	<u>608</u>	<u>0</u>	<u>608</u>	<u>0</u>	<u>0</u>
<i>TOTAL PREV. SERVICES - PEST CONTROL</i>	<u>0</u>	<u>608</u>	<u>0</u>	<u>608</u>	<u>0</u>	<u>0</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>HEALTH</u>						
PREVENTATIVE SERVICES - OTHER						
OPERATING EXPENDITURE						
1160220 Development Services Department		6,791		6,791		0
1160520 Analytical Expenses		2,000		2,000		601
OPERATING SUB TOTAL	<u>0</u>	<u>8,791</u>	<u>0</u>	<u>8,791</u>	<u>0</u>	<u>601</u>
TOTAL PREVENTATIVE SERVICES - OTHER	<u>0</u>	<u>8,791</u>	<u>0</u>	<u>8,791</u>	<u>0</u>	<u>601</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>EDUCATION & WELFARE</u>						
OTHER EDUCATION						
OPERATING EXPENDITURE						
1057420 Bridgetown CRC - Building Maintenance		5,331		5,331		3,142
1057520 Bridgetown CRC - Building Operation		19,871		19,871		13,689
1100720 School Awards & Certificates		365		365		100
1101320 Administration & Finance Activity		428		428		263
OPERATING INCOME						
1100030 Fees & Charges/Reimbursements	859		859		396	
OPERATING SUB TOTAL	859	25,995	859	25,995	396	17,194
TOTAL OTHER EDUCATION	859	25,995	859	25,995	396	17,194

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>EDUCATION & WELFARE</u>						
<u>CARE OF FAMILIES & CHILDREN</u>						
OPERATING EXPENDITURE						
1180220 Bridgetown Family & Community Centre		8,000		8,000		8,000
1180520 Community Planning Development Projects		39,118		39,118		27,420
1180820 Henri Nouwen House - Service Agreement		10,000		10,000		10,000
OPERATING SUB TOTAL	<u>0</u>	<u>57,118</u>	<u>0</u>	<u>57,118</u>	<u>0</u>	<u>45,420</u>
TOTAL CARE OF FAMILIES & CHILDREN	<u>0</u>	<u>57,118</u>	<u>0</u>	<u>57,118</u>	<u>0</u>	<u>45,420</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>EDUCATION & WELFARE</u>						
<i>AGED & DISABLED - OTHER</i>						
OPERATING EXPENDITURE						
1190020 Service Agreements & Community Grants		30,000		30,000		30,000
1190420 Disability Services		15,394		15,394		10,334
1190620 Seniors Programmes		30,589		30,589		13,874
OPERATING INCOME						
1194330 Other Recurrent Grants	5,000		5,000		0	
OPERATING SUB TOTAL	<u>5,000</u>	<u>75,983</u>	<u>5,000</u>	<u>75,983</u>	<u>0</u>	<u>54,208</u>
<i>TOTAL AGED & DISABLED OTHER</i>	<u>5,000</u>	<u>75,983</u>	<u>5,000</u>	<u>75,983</u>	<u>0</u>	<u>54,208</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>EDUCATION & WELFARE</u>						
OTHER WELFARE						
OPERATING EXPENDITURE						
1220120 Community Services Department		3,767		3,767		2,686
1221220 Community Grants & Service Agreements		2,231		2,231		0
1220060 Youth Non-recurrent Projects		30,380		30,380		25,246
OPERATING SUB TOTAL	<u>0</u>	<u>36,378</u>	<u>0</u>	<u>36,378</u>	<u>0</u>	<u>27,932</u>
TOTAL OTHER WELFARE	<u>0</u>	<u>36,378</u>	<u>0</u>	<u>36,378</u>	<u>0</u>	<u>27,932</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>HOUSING</u>						
OTHER HOUSING						
OPERATING EXPENDITURE						
1240220 Building Maintenance		5,913		5,913		8,093
1240120 Building Operation		24,842		24,842		17,552
1241220 Administration & Finance Activity		653		653		401
1242020 Less Staff Housing Costs Recovered		(9,469)		(9,469)		0
OPERATING INCOME						
1240530 Rent - 144 Hampton Street	11,440		11,440		7,920	
1240630 Rent - 146 Hampton Street	6,240		6,240		4,320	
1240830 Rent - 31 Gifford Road	5,280		5,280		1,286	
1244030 Staff Housing Reimbursements	1,085		1,085		683	
OPERATING SUB TOTAL	<u>24,045</u>	<u>21,939</u>	<u>24,045</u>	<u>21,939</u>	<u>14,208</u>	<u>26,045</u>
CAPITAL EXPENDITURE						
1240140 Staff Housing Building Upgrades		15,000		15,000		15,989
CAPITAL SUB TOTAL		<u>15,000</u>		<u>15,000</u>		<u>15,989</u>
TOTAL OTHER HOUSING	<u>24,045</u>	<u>36,939</u>	<u>24,045</u>	<u>36,939</u>	<u>14,208</u>	<u>42,035</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
SANITATION - GENERAL REFUSE						
OPERATING EXPENDITURE						
1250020 Depreciation		51,952		51,952		35,790
1250220 Refuse Collection		192,116		192,116		131,266
1250320 Bridgetown Refuse Site Management		297,484		297,484		201,435
1250720 Bridgetown Refuse Building Maintenance		1,921		1,921		97
1250820 Bridgetown Refuse Building Operation		1,501		1,501		2,040
1250620 G'bushes Transfer Station Management		19,630		19,630		9,861
1250420 Refuse Recycling		94,658		94,658		70,184
1250920 Recycling Collection		129,687		129,687		87,236
1251020 South West Regional Waste Strategy		3,502		3,502		1,629
1251320 Bridgetown Landfill Site Loans		10,988		10,988		6,145
1251420 Purchase of Recycle Bins		5,000		5,000		0
1250060 Non-recurrent Projects		50,000		50,000		0
OPERATING INCOME						
1254130 Refuse Collection Charges	138,985		138,985		139,052	
1254230 Multiple Services Collection Charges	54,131		54,131		55,624	
1255030 User Pay Charges	7,400		7,400		2,474	
1254330 Landfill Site Maintenance Rate	604,945		604,945		605,364	
1254530 Landfill Site Maintenance Concessions	(15,895)		(15,895)		(14,212)	
1255130 Recycling Subsidies & Royalties	36,000		36,000		21,803	
1254930 Kerbside Recycling Charges	134,260		134,260		134,201	
1255330 Site Facility Rental	4,680		4,680		2,091	
1255230 Profit on Sale of Asset	2,600		2,600		982	
OPERATING SUB TOTAL	967,106	858,439	967,106	858,439	947,380	545,683
CAPITAL EXPENDITURE						
1255040 Waste Facilities Infrastructure		50,000		50,000		0
CAPITAL INCOME						
1255050 Sale of Plant and Vehicles	5,000		5,000		3,396	
CAPITAL SUB TOTAL	5,000	50,000	5,000	50,000	3,396	0
TOTAL SANITATION - GENERAL REFUSE	972,106	908,439	972,106	908,439	950,776	545,683

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
SANITATION - OTHER						
OPERATING EXPENDITURE						
1260320 Refuse Collection From Streets		42,444		42,444		20,704
1260620 Litter Control		2,309		2,309		75
OPERATING INCOME						
1264030 Litter Fines	200		200		0	
OPERATING SUB TOTAL	200	44,753	200	44,753	0	20,779
TOTAL SANITATION - OTHER	200	44,753	200	44,753	0	20,779

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
SEWERAGE						
OPERATING EXPENDITURE						
1270020 Liquid Waste Pit Depreciation		15,121		15,121		10,417
1270220 Septic Tank Inspections		13,584		13,584		11,118
1260820 Waste Facilities		4,402		4,402		2,832
1270060 Non-recurrent Projects		13,000		13,000		0
OPERATING INCOME						
1274230 Septic Tank Inspection Fees	4,000		4,000		3,111	
1274430 Septic Tank Application Fees	4,500		4,500		3,422	
1274330 Waste Disposal Fees	16,000		16,000		2,100	
OPERATING SUB TOTAL	<u>24,500</u>	<u>46,107</u>	<u>24,500</u>	<u>46,107</u>	<u>8,633</u>	<u>24,367</u>
TOTAL SEWERAGE	<u>24,500</u>	<u>46,107</u>	<u>24,500</u>	<u>46,107</u>	<u>8,633</u>	<u>24,367</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
<u>URBAN STORM WATER DRAINAGE</u>						
OPERATING EXPENDITURE						
1390420 Drainage Maintenance		195,625		195,625		141,014
1390820 Drainage Depreciation		93,024		93,024		63,784
1391820 Administration & Finance Activity		5,453		5,453		3,345
OPERATING INCOME						
1280030 Drainage Grants & Contributions	11,364		11,364		0	
OPERATING SUB TOTAL	<u>11,364</u>	<u>294,102</u>	<u>11,364</u>	<u>294,102</u>	<u>0</u>	<u>208,143</u>
CAPITAL EXPENDITURE						
1280040 Drainage Construction		40,374		40,374		10,493
CAPITAL SUB TOTAL	<u>0</u>	<u>40,374</u>	<u>0</u>	<u>40,374</u>	<u>0</u>	<u>10,493</u>
TOTAL URBAN STORM WATER DRAINAGE	<u>11,364</u>	<u>334,476</u>	<u>11,364</u>	<u>334,476</u>	<u>0</u>	<u>218,637</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
PROTECTION OF ENVIRONMENT						
OPERATING EXPENDITURE						
1290520 Blackwood NRM Project		43,054		43,054		21,527
1290620 Development Services Department		12,004		12,004		7,513
1290720 Other Costs		200		200		0
1290820 Chief Executive Office Department		3,485		3,485		2,403
1290920 Protection of Environment Contract Officer		5,000		5,000		4,795
1290060 Non-recurrent Projects		10,000		10,000		0
OPERATING INCOME						
1290830 Other Revenue	0		0		0	
OPERATING SUB TOTAL	0	73,743	0	73,743	0	36,238
TOTAL PROTECTION OF ENVIRONMENT	0	73,743	0	73,743	0	36,238

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
TOWN PLANNING/REGIONAL DEVELOPMENT						
OPERATING EXPENDITURE						
1300120 Development Services Department		189,651	189,651		115,861	
1300520 Executive Support - D & I Management		11,385	11,385		7,967	
1300820 Other Costs		5,000	5,000		1,200	
1300920 Chief Executive Office Department		4,832	4,832		3,317	
1301020 LPS 6 - P & E Department		31,388	31,388		19,326	
1301920 LPS 6 - CEO Department		2,905	2,905		1,993	
1301220 LPS 6 - Advertising & Consultants		17,670	17,670		2,460	
1300420 Rural Street Numbering		2,527	2,527		1,627	
1300720 Urban Street Numbering		2,327	2,327		1,645	
1302320 Planning Application Assessment		5,240	5,240		3,113	
1303020 Road Rationalisation & Land Transfer		11,000	11,000		0	
OPERATING INCOME						
1304330 Town Planning Application Fees	30,000		30,000		29,939	
1304530 Sub Division Clearance Charges	500		500		365	
1304830 Other Planning Fees & Charges	500		500		293	
OPERATING SUB TOTAL	<u>31,000</u>	<u>283,925</u>	<u>31,000</u>	<u>283,925</u>	<u>30,597</u>	<u>158,508</u>
TOTAL TOWN PLANNING/REGIONAL DEVELOP.	<u>31,000</u>	<u>283,925</u>	<u>31,000</u>	<u>283,925</u>	<u>30,597</u>	<u>158,508</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
OTHER COMMUNITY AMENITIES						
OPERATING EXPENDITURE						
1310020 Cemeteries - P&G Grounds Maint.		17,300	17,300			9,068
1310120 Cemeteries - CEO Department		9,200	9,200			6,810
1310220 Cemeteries - Grave Digging		4,500	4,500			1,240
1310420 Cemeteries - Building Maint.		766	766			877
1310520 Public Conveniences - Building Maint.		28,614	28,614			12,446
1310920 Cemetery & Memorial Plaques		4,750	4,750			2,211
1311020 Cemeteries - Building Ops		6,130	6,130			4,032
1311220 Public Conveniences - Building Ops		121,649	121,649			81,872
1312120 Building Operations		329	329			300
1312320 Administration & Finance Activity		1,848	1,848			1,134
1312920 Community Bus		38,207	38,207			18,365
1313120 Other Building Maint.		5,235	5,235			2,460
OPERATING INCOME						
1310930 Cemetery & Memorial Plaques	4,750		4,750		1,632	
1314030 Cemetery Fees & Charges (GST Free)	500		500		822	
1314130 Cemetery Fees & Charges (Inc GST)	8,000		8,000		7,025	
1314530 Community Bus Fees & Charges	3,500		3,500		1,412	
OPERATING SUB TOTAL	16,750	238,528	16,750	238,528	10,891	140,814
CAPITAL EXPENDITURE						
1310740 Other Community Amenities - Infrastructure		6,500	6,500			1,284
CAPITAL SUB TOTAL	0	6,500	0	6,500	0	1,284
TOTAL OTHER COMMUNITY AMENITIES	16,750	245,028	16,750	245,028	10,891	142,098

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>PUBLIC HALLS - CIVIC CENTRES</u>						
OPERATING EXPENDITURE						
1320020 Depreciation		337		337		224
1320120 Building Maintenance		28,677		28,677		8,973
1320220 Building Operations		107,191		107,191		72,828
OPERATING INCOME						
1324130 Civic Centre Hire Charges	6,000		6,000		4,315	
1324230 Greenbushes Hall Hire Charges	2,000		2,000		155	
1324730 Yornup Hall Fees & Charges	9		9		9	
1324330 Civic Centre Grants/Contributions	435,148		435,148		0	
OPERATING SUB TOTAL	443,157	136,205	443,157	136,205	4,479	82,026
CAPITAL EXPENDITURE						
1322040 Building Renewals		687,226		687,226		6,948
CAPITAL SUB TOTAL		687,226		687,226		6,948
TOTAL PUBLIC HALLS - CIVIC CENTRES	443,157	823,431	443,157	823,431	4,479	88,974

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>SWIMMING AREAS & BEACHES</u>						
OPERATING EXPENDITURE						
1331120 Greenbushes Pool Building Maintenance		5,221		5,221		829
1331220 Greenbushes Pool Building Operation		6,282		6,282		4,127
OPERATING SUB TOTAL	<u>0</u>	<u>11,503</u>	<u>0</u>	<u>11,503</u>	<u>0</u>	<u>4,956</u>
TOTAL SWIMMING AREAS & BEACHES	<u>0</u>	<u>11,503</u>	<u>0</u>	<u>11,503</u>	<u>0</u>	<u>4,956</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>OTHER RECREATION & SPORT</u>						
OPERATING EXPENDITURE						
1340020 Pool Infrastructure Depreciation		61,034	61,034		41,027	
1340220 Strategic Plan		9,836	9,836		6,581	
1340320 Administration Salaries & Costs		72,592	72,592		54,906	
1340420 Bridgetown Facilities Building Operations		58,932	58,932		39,386	
1340520 Leisure Centre Building Maintenance		55,709	55,709		17,608	
1340620 Greenbushes Facilities Building Maint.		13,427	13,427		17,044	
1340720 Greenbushes Facilities Building Operations		33,495	33,495		22,426	
1340820 Leisure Centre Grounds Maintenance		21,965	21,965		18,275	
1340920 Other Recreation & Sport Loans		299	299		198	
1341020 Parks & Gardens Grounds Maintenance		491,744	491,744		275,403	
1341620 Walk Trails, Trails & Paths		43,908	43,908		25,957	
1342020 Leisure Centre Building Operation		342,849	342,849		233,567	
1342420 Bridgetown Facilities Building Maintenance		23,115	23,115		19,975	
1343120 Gym Equipment Lease		28,059	28,059		18,773	
1344820 Depreciation - Parks & Ovals		149,258	149,258		104,092	
1345520 Leisure Centre - Programs		2,815	2,815		1,029	
1345720 Leisure Centre - Vending & Kiosk		22,500	22,500		9,078	
1345820 Leisure Centre - Admin & Finance Activity		49,536	49,536		31,321	
1346020 Leisure Centre - Other Costs		3,350	3,350		3,261	
1346120 Leisure Centre - Minor Equipment		28,965	28,965		19,699	
1347120 P&G Minor Building & Structures Maint.		22,935	22,935		19,591	
1348320 Leisure Centre Mgt. - Community Services		46,662	46,662		33,756	
1346620 Community Grants		7,850	7,850		2,600	
1344520 Regional Bridle Trail		71,591	71,591		59,027	
1349220 Community Gardens Building Operation		6,505	6,505		4,192	
1349320 Community Gardens Building Maintenance		2,738	2,738		2,323	
1348920 Service Agreements		5,000	5,000		0	
1349120 Recreation Officers		65,438	65,438		43,601	
1349520 Administration & Finance Activity		25,957	25,957		15,925	
1349720 Swimming Pool Chemicals		9,500	9,500		9,465	
1342920 Aquatic Co-ordinators & Lifeguards		105,041	105,041		69,961	
1349820 Health & Fitness Program Staff		47,986	47,986		23,269	
1349920 Leisure Centre Loans		65,595	65,595		33,091	
1343920 Loss on Sale of Assets		0	0		1,001	
1340060 Leisure Centre Non-recurrent Projects		18,225	18,225		700	
1340160 P&G Non-recurrent Projects		46,000	46,000		20,364	
1340260 Rec Facilities Non-recurrent Projects		99,348	99,348		16,520	
OPERATING INCOME						
1343830 Utilities Reimbursements	7,600		7,600		6,669	
1344130 Bridgetown Sporting Clubs Rental Charges	967		967		1,301	
1344630 Property & Reserves Hire Fees	500		500		0	
1345730 Leisure Centre - Gymnasium Income	25,000		25,000		39,097	
1345930 Leisure Centre - Rental Of Rooms	35,000		35,000		35,841	
1344830 Leisure Centre - Vending (GST Free)	2,000		2,000		1,188	

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>OTHER RECREATION & SPORT</u>						
OPERATING INCOME (CONTINUED)						
1346030 Leisure Centre - Vending	29,925		29,925		11,567	
1340130 Rose Street Lease	5,760		5,760		3,840	
1343530 Leisure Centre - Pool Entrance	80,000		80,000		58,082	
1343630 Leisure Centre - Learn to Swim Programs	5,000		5,000		1,248	
1343730 Leisure Centre - Aqua Aerobics	3,000		3,000		0	
1344030 Leisure Centre - Term Programs	15,000		15,000		11,618	
1344230 Grants	1,422,594		1,452,647		5,414	
1344530 Contributions & Reimbursements	147,039		147,039		1,372	
1346330 Sale of 24hr Gym Fobs	3,750		3,750		3,068	
1346630 Leisure Centre - Grants & Contributions	30,738		30,738		1,063	
1346830 Donations (GST Free)	3,850		3,850		3,717	
1344430 Profit on Sale of Asset	500		500		0	
OPERATING SUB TOTAL	1,818,223	2,159,759	1,848,276	2,159,759	185,084	1,314,991
CAPITAL EXPENDITURE						
1345140 Building Renewals		189,706		199,456		7,808
1345240 Other Rec & Sport Plant Purchases		8,000		8,000		5,999
1345440 P & G Infrastructure Renewals		13,103		13,103		0
1346640 New Equipment		9,000		9,000		0
1348340 Equipment Renewal		10,700		10,700		10,809
1349140 Infrastructure/Other/New		1,720,414		1,750,467		7,563
CAPITAL INCOME						
1346750 Sale of Plant & Equipment	2,500		2,500		999	
CAPITAL SUB TOTAL	2,500	1,950,923	2,500	1,990,726	999	32,179
TOTAL OTHER RECREATION AND SPORT	1,820,723	4,110,682	1,850,776	4,150,485	186,084	1,347,170

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
TELEVISION & RADIO RE-BROADCASTS						
OPERATING EXPENDITURE						
1120320 SBS TV Tower Building Operation		4,234		4,234		3,409
1120220 SBS TV Tower Building Maintenance		383		383		146
OPERATING SUB TOTAL	<u>0</u>	<u>4,617</u>	<u>0</u>	<u>4,617</u>	<u>0</u>	<u>3,555</u>
TOTAL TELEVISION & RADIO BROADCASTS	<u>0</u>	<u>4,617</u>	<u>0</u>	<u>4,617</u>	<u>0</u>	<u>3,555</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
LIBRARIES						
OPERATING EXPENDITURE						
1360320 Salaries & Staff Costs		134,111	134,111		84,356	
1360220 Administration & Finance Activity		37,321	37,321		30,526	
1361120 Insurance		2,268	2,268		2,407	
1361020 Book Exchange Expenses		1,860	1,860		1,356	
1361320 Lost & Damaged Books		350	350		0	
1360420 Minor Items & Supplies		3,250	3,250		117	
1360620 Subscriptions		1,000	1,000		1,784	
1360720 Book Acquisitions		500	500		82	
1360120 Management & Services		35,355	35,355		27,743	
1361920 Building Operation		122,783	122,783		76,198	
1362020 Building Maintenance		13,624	13,624		13,411	
1360820 Furniture & Equipment Depreciation		7,921	7,921		5,034	
1362220 Grounds Maintenance		11,125	11,125		4,853	
1362320 Vending Costs		2,184	2,184		1,486	
1362420 Library Programs & Activities		800	800		198	
1362520 Computer Licences		5,884	5,884		3,137	
1361720 Library Consortia Admin Support		1,500	1,500		1,463	
1360060 Library Non-recurrent projects		16,000	16,000		5,241	
OPERATING INCOME						
1054430 Photocopying Charges	1,750		1,750		896	
1363330 Coffee Machine Sales	2,500		2,500		1,141	
1363430 Book Sales	1,000		1,000		984	
1363730 Book Club Income	500		500		77	
1363830 Other Minor Revenue	8,350		8,350		2,715	
1364130 Lost & Damaged Books Reimbursements	250		250		74	
1360070 Library Non-recurrent Grants	14,500		14,500		1,231	
OPERATING SUB TOTAL	28,850	397,836	28,850	397,836	7,118	259,390
CAPITAL EXPENDITURE						
1365540 Library Building Renewals		6,000	6,000		6,340	
CAPITAL SUB TOTAL	0	6,000	0	6,000	0	6,340
TOTAL LIBRARIES	28,850	403,836	28,850	403,836	7,118	265,730

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
HERITAGE						
OPERATING EXPENDITURE						
1350320 Assessment Consultancy		3,500	3,500			0
1350420 Building Maintenance		17,981	17,981			9,346
1350520 Building Operations		27,746	27,746			19,111
1351820 Community Grants & Service Agreements		8,400	8,400			8,400
1352820 Municipal Heritage Precinct & Inventory		8,713	8,713			5,180
1350060 Heritage Non-recurrent Projects		342,000	342,000			1,000
OPERATING INCOME						
1353430 Yornup School Fees & Charges/Reimb.	859		859		639	
1353730 Greenbushes Court House Hire Charges	750		750		0	
1353630 Heritage Building Grants	1,031,000		1,031,000		0	
OPERATING SUB TOTAL	1,032,609	408,340	1,032,609	408,340	639	43,037
CAPITAL EXPENDITURE						
1350040 Heritage Building Renewals		722,000	722,000			0
CAPITAL SUB TOTAL	0	722,000	0	722,000	0	0
TOTAL HERITAGE	1,032,609	1,130,340	1,032,609	1,130,340	639	43,037

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>OTHER CULTURE</u>						
OPERATING EXPENDITURE						
1370820 Arts & Culture - Community Service Dept.		17,362		17,362		11,954
1371020 Arts & Culture Programs		2,100		2,100		0
1371120 Art Acquisitions		1,000		1,000		0
1372120 Community Grants		880		880		164
1372320 Summer Evening Films Festival		11,653		11,653		5,622
1372420 Public Art Strategy Implementation		7,480		7,480		5,032
1370060 Non-recurrent Projects		7,363		7,363		7,364
OPERATING INCOME						
1373930 Fees & Charges	1,200		1,200		1,422	
1370070 Non-recurrent Grants	7,363		7,363		7,364	
OPERATING SUB TOTAL	<u>8,563</u>	<u>47,838</u>	<u>8,563</u>	<u>47,838</u>	<u>8,786</u>	<u>30,137</u>
TOTAL OTHER CULTURE	<u>8,563</u>	<u>47,838</u>	<u>8,563</u>	<u>47,838</u>	<u>8,786</u>	<u>30,137</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>TRANSPORT</u>						
<u>STREETS ROAD CONSTRUCTION</u>						
CAPITAL EXPENDITURE						
1380140 Winnejump Rd - Regional Road Group		375,000	375,000			327,242
1386040 Footpath Construction		10,000	10,000			0
1380440 Roads to Recovery		449,780	449,780			142,949
1380840 Kerbing		8,000	8,000			0
1387740 Bridge Construction Works		1,094,582	1,094,582			631,198
1381440 Depot Buildings Renewals		17,261	17,261			3,717
1386940 Road Construction/Recon Council Funded		20,000	20,000			0
CAPITAL INCOME						
1381630 Roads to Recovery Grant	423,704		423,704		87,255	
1395430 Bridge Grants	1,094,582		1,094,582		0	
1395530 Regional Road Group & Main Roads Grant	250,000		250,000		115,973	
CAPITAL SUB TOTAL	<u>1,768,286</u>	<u>1,974,623</u>	<u>1,768,286</u>	<u>1,974,623</u>	<u>203,229</u>	<u>1,105,106</u>
TOTAL STREETS ROAD CONSTRUCTION	<u>1,768,286</u>	<u>1,974,623</u>	<u>1,768,286</u>	<u>1,974,623</u>	<u>203,229</u>	<u>1,105,106</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>TRANSPORT</u>						
STREETS ROAD MAINTENANCE						
OPERATING EXPENDITURE						
1390020 Depreciation - Roads		1,964,296		1,964,296		1,367,836
1391020 Depreciation - Bridges		178,596		178,596		123,033
1391120 Depreciation - Footpaths		63,570		63,570		43,793
1391220 Depreciation - Other Infrastructure		24,790		24,790		17,688
1391720 Staff Housing Costs		9,469		9,469		0
1391920 Administration & Finance Activity		180,284		180,284		110,604
1392020 Gravel Pits		18,195		18,195		0
1390520 Crossover Contributions		18,858		18,858		7,772
1390320 Bridgetown Depot Building Maintenance		7,783		7,783		2,396
1393020 Bridgetown Depot Building Operation		29,949		29,949		17,879
1390120 Road Maintenance		949,907		949,907		572,616
1390220 Verge Maintenance		396,540		396,540		167,601
1392220 Loss on Sale of Assets		8,050		8,050		12,185
1390720 General Bridge Maintenance		116,445		116,445		61,487
1394420 Signs - Private Directional		500		500		0
1394020 Design & Preliminary Planning		60,154		60,154		23,853
1394120 Design & Preliminary Planning Allocated		(40,154)		(40,154)		0
1395020 School Bus Route Inspections		6,741		6,741		2,491
1393820 Two Way Radio Tower		1,205		1,205		1,214
OPERATING INCOME						
1394330 Fees & Charges/Private Signs	750		750		0	
1395230 Regional Road Direct Grant	163,915		163,915		163,505	
1394530 Profit on Sale of Assets	2,000		2,000		5,079	
1394830 Temporary Heavy Haulage Permit Fees	3,400		3,400		1,994	
1398430 Engineering Supervision Contributions	200		200		8,097	
1395930 Road Closure Plan Approval Fees	1,300		1,300		389	
1398230 Contributions to Road Upgrades	10,000		10,000		6,988	
OPERATING SUB TOTAL	181,565	3,995,178	181,565	3,995,178	186,052	2,532,446
TOTAL STREETS ROAD MAINTENANCE	181,565	3,995,178	181,565	3,995,178	186,052	2,532,446

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>TRANSPORT</u>						
ROAD PLANT PURCHASES						
CAPITAL EXPENDITURE						
1400040 Road Plant Purchases		902,090		1,047,090		651,794
1405040 Plant Works & Services Fleet Vehicles		125,500		125,500		27,278
1403740 Sundry Equipment Items		5,000		5,000		0
CAPITAL INCOME						
1401450 Sale of Works & Services Light Fleet	39,950		39,950		7,273	
1400450 Sale of Road Plant	206,500		221,500		121,500	
1404650 Sale of Sundry Equipment	0		0		0	
CAPITAL SUB TOTAL	<u>246,450</u>	<u>1,032,590</u>	<u>261,450</u>	<u>1,177,590</u>	<u>128,773</u>	<u>679,072</u>
TOTAL ROAD PLANT PURCHASES	<u>246,450</u>	<u>1,032,590</u>	<u>261,450</u>	<u>1,177,590</u>	<u>128,773</u>	<u>679,072</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>TRANSPORT</u>						
<u>PARKING FACILITIES</u>						
OPERATING EXPENDITURE						
1410520 Parking Control - Community Services Dept		7,046		7,046		42
1411520 Parking Signs & Marking Bays		3,071		3,071		692
1410060 Non-recurrent Projects		32,890		32,890		952
OPERATING INCOME						
1414030 Fines & Penalties	50		50		65	
OPERATING SUB TOTAL	<u>50</u>	<u>43,007</u>	<u>50</u>	<u>43,007</u>	<u>65</u>	<u>1,687</u>
TOTAL PARKING FACILITIES	<u>50</u>	<u>43,007</u>	<u>50</u>	<u>43,007</u>	<u>65</u>	<u>1,687</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
<u>TRANSPORT</u>	\$	\$	\$	\$	\$	\$
TRAFFIC CONTROL						
OPERATING EXPENDITURE						
1395820 Road Wise Committee		4,248		4,248		1,506
OPERATING INCOME						
1424530 Road Wise Grants/Contributions	100		100		0	
OPERATING SUB TOTAL	100	4,248	100	4,248	0	1,506
TOTAL TRAFFIC CONTROL	100	4,248	100	4,248	0	1,506

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
<u>TRANSPORT</u>	\$	\$	\$	\$	\$	\$
AERODROMES						
OPERATING EXPENDITURE						
1430120 Aerodromes Manjimup Airfield		1,000		1,000		1,000
OPERATING SUB TOTAL	0	1,000	0	1,000	0	1,000
TOTAL AERODROMES	0	1,000	0	1,000	0	1,000

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>ECONOMIC SERVICES</u>						
TOURISM & AREA PROMOTION						
OPERATING EXPENDITURE						
1460120 Community Services Department		10,464	10,464		7,456	
1460520 Information Bays Grounds Maintenance		15,540	15,540		9,107	
1460920 Service Agreements & Community Grants		8,096	8,096		3,633	
1461220 Events & Festivals		5,462	5,462		1,741	
1462120 Christmas Street Party		1,500	1,500		837	
1460820 Visitor Centre Building Maintenance		8,892	8,892		1,293	
1461420 Visitor Centre Building Operation		65,203	65,203		42,695	
1461520 Bridgetown Septage Dump Point		4,000	4,000		218	
1462220 Bridgetown Rotary Club - B'wood Marathon		5,000	5,000		0	
1462320 VC Administration & Finance Activity		27,424	27,424		13,483	
1462420 Visitor Centre Salaries & Staff Costs		86,312	86,312		54,075	
1462520 Visitor Centre Stock		5,000	5,000		1,806	
1462620 Visitor Centre Marketing		1,000	1,000		0	
1463220 Visitor Centre Minor Furniture & Equip.		150	150		0	
1463420 Community Services Department		52,063	52,063		37,248	
1463620 Administration & Finance Activity		901	901		553	
1460060 Non-recurrent Projects		99,949	99,949		62,174	
OPERATING INCOME						
1460030 Visitor Centre Counter Sales	8,500		8,500		6,791	
1460130 Visitor Centre Counter Sales (GST Free)	500		500		287	
1460330 Visitor Centre Accom. Commissions	12,000		12,000		9,076	
1460530 Visitor Centre Bus Tickets Commissions	3,000		3,000		936	
1460630 Visitor Centre Various Other Commissions	750		750		309	
1460730 Visitor Centre Display Fees	1,500		1,500		0	
1460930 Visitor Centre Jigsaw Gallery	2,500		2,500		3,575	
1461030 Visitor Centre Memberships	5,730		5,730		5,220	
1460830 Visitor Centre Room Rental	3,473		3,473		1,736	
OPERATING SUB TOTAL	37,953	396,956	37,953	396,956	27,929	236,319
CAPITAL EXPENDITURE						
1460540 Tourism Infrastructure Other Upgrades		47,686	47,686		42,123	
CAPITAL SUB TOTAL	0	47,686	0	47,686	0	42,123
TOTAL TOURISM & AREA PROMOTION	37,953	444,642	37,953	444,642	27,929	278,441

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>ECONOMIC SERVICES</u>						
BUILDING CONTROL						
OPERATING EXPENDITURE						
1470120 Management Costs		107,009	107,009		113,497	
1470620 Contractors & Professional Services		86,549	86,549		0	
1472920 Other Costs		5,331	5,331		364	
1470220 Executive Support - D & I Management		12,076	12,076		8,129	
1472820 Loss on Sale of Asset		0	0		0	
OPERATING INCOME						
1474130 Building Licences	35,000		35,000		38,075	
1474330 BRB & BCITF Commissions	1,000		1,000		850	
1474230 Fees & Charges (Inc GST)	1,000		1,000		1,549	
1474530 Fees & Charges (GST Free)	2,521		2,521		2,521	
OPERATING SUB TOTAL	39,521	210,965	39,521	210,965	42,996	121,989
CAPITAL INCOME						
1470150 Sale of Vehicle	13,000		13,000		17,578	
CAPITAL SUB TOTAL	13,000	0	13,000	0	17,578	0
TOTAL BUILDING CONTROL	52,521	210,965	52,521	210,965	60,574	121,989

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>ECONOMIC SERVICES</u>						
<u>ECONOMIC DEVELOPMENT</u>						
OPERATING EXPENDITURE						
1480020 Community Services Department		12,712		12,712		8,589
1480120 CEO Department Costs		18,563		18,563		12,710
1481120 WBEA Project Funds		17,937		17,937		17,453
1481220 Electric Vehicle Charging Station		4,022		4,022		232
1480060 Non-recurrent Projects		112,500		112,500		85,585
OPERATING INCOME						
1480030 Various Reimbursements	400		400		218	
1480070 Non-recurrent Projects/Grants	40,000		40,000		36,346	
OPERATING SUB TOTAL	<u>40,400</u>	<u>165,734</u>	<u>40,400</u>	<u>165,734</u>	<u>36,564</u>	<u>124,570</u>
TOTAL ECONOMIC DEVELOPMENT	<u>40,400</u>	<u>165,734</u>	<u>40,400</u>	<u>165,734</u>	<u>36,564</u>	<u>124,570</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
<u>ECONOMIC SERVICES</u>	\$	\$	\$	\$	\$	\$
OTHER ECONOMIC SERVICES						
OPERATING EXPENDITURE						
1500420 Water Supply Stand Pipes		34,738		34,738		15,868
OPERATING INCOME						
1500130 Sale of Water from Stand Pipes	36,000		36,000		18,553	
OPERATING SUB-TOTAL	<u>36,000</u>	<u>34,738</u>	<u>36,000</u>	<u>34,738</u>	<u>18,553</u>	<u>15,868</u>
TOTAL OTHER ECONOMIC SERVICES	<u>36,000</u>	<u>34,738</u>	<u>36,000</u>	<u>34,738</u>	<u>18,553</u>	<u>15,868</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
PRIVATE WORKS						
OPERATING EXPENDITURE						
1510320 Expenses		2,000		2,000		0
1510420 In-house Costs		59,818		59,818		39,806
OPERATING INCOME						
1513030 Fees & Charges	2,600		2,600		0	
1513130 Motor Vehicle Licensing Commission	61,500		61,500		33,493	
1054630 Sale of License Plates	300		300		418	
OPERATING SUB TOTAL	<u>64,400</u>	<u>61,818</u>	<u>64,400</u>	<u>61,818</u>	<u>33,911</u>	<u>39,806</u>
TOTAL PRIVATE WORKS	<u>64,400</u>	<u>61,818</u>	<u>64,400</u>	<u>61,818</u>	<u>33,911</u>	<u>39,806</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
<u>DEVELOPMENT & INFRASTRUCTURE</u>						
OPERATING EXPENDITURE						
1600220 Other Employee Costs		24,248		24,248		16,519
1600320 Superannuation		43,889		43,889		26,626
1600420 Customer Services Officer		13,235		13,235		2,526
1600520 Materials & Contracts		9,439		9,439		4,711
1600620 Utility Charges		1,176		1,176		509
1600720 Vehicle Costs		24,469		24,469		15,386
1601020 In-house Services		95,807		95,807		61,245
1601320 Spervision		2,525		2,525		0
1601520 Consultancy Services		2,000		2,000		0
1601620 Conferences		8,981		8,981		2,211
1601720 Training		8,789		8,789		3,773
1602420 Toolbox Meetings		1,688		1,688		1,165
1602620 Annual Leave		33,595		33,595		16,810
1600920 Public Holidays		17,982		17,982		8,034
1601420 Sick Leave		7,492		7,492		7,853
1601820 Long Service Leave		9,740		9,740		0
1601920 Staff Meetings		18,517		18,517		12,168
1602220 Assist State Government Departments		1,664		1,664		559
1602020 D & I Management Less Recovered		(325,236)		(325,236)		(180,102)
OPERATING INCOME						
1600930 Reimbursements	0		0		0	
OPERATING SUB TOTAL	0	0	0	0	0	(6)
TOTAL WORKS & SERVICES MANAGEMENT	0	0	0	0	0	(6)

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
WASTE ACTIVITY UNIT						
OPERATING EXPENDITURE						
1610220 Other Employee Costs		5,201		5,201		5,244
1610320 Superannuation		16,437		16,437		14,081
1610520 Materials & Contracts		1,490		1,490		1,240
1610620 Utility Charges		388		388		255
1611020 In-house Services		21,623		21,623		13,122
1611520 Annual Leave		14,914		14,914		0
1611620 Public Holidays		2,012		2,012		766
1611720 Sick Leave		2,417		2,417		350
1612220 Long Service Leave		3,142		3,142		0
1611820 Training & Conferences		2,155		2,155		686
1610920 Supervision & Administration		52,379		52,379		31,915
1612020 Waste Activity Less Recovered		(122,158)		(122,158)		(74,550)
OPERATING SUB TOTAL	0	0	0	0	0	(6,891)
TOTAL WASTE ACTIVITY UNIT	0	0	0	0	0	(6,891)

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
WORKS ACTIVITY UNIT						
OPERATING EXPENDITURE						
1630020 D & I Management Staff Meetings		2,708		2,708		0
1630120 Supervision Costs		62,463		62,463		43,253
1630220 Other Employee Costs		37,493		37,493		32,936
1630320 Superannuation		118,941		118,941		76,396
1630420 On-call Allowance		8,320		8,320		5,760
1630520 Materials & Contracts		14,654		14,654		14,025
1630620 Utility Charges		2,608		2,608		1,859
1630720 Light Fleet Vehicle Costs		50,771		50,771		32,230
1631020 In-house Services		151,855		151,855		88,921
1631120 Annual Leave		95,620		95,620		65,929
1631220 Public Holidays		57,401		57,401		24,156
1631320 Sick Leave		21,417		21,417		38,437
1631520 Training & Conferences		20,967		20,967		7,247
1631620 General Duties		10,787		10,787		7,990
1631920 Toolbox Meetings		6,671		6,671		2,984
1631420 Long Service Leave		27,832		27,832		16,611
1630920 Supervision & Administration		272,824		272,824		159,463
1632120 Depot Maintenance		14,856		14,856		12,470
1632020 Works Activity Less Recovered		(978,188)		(978,188)		(616,542)
OPERATING INCOME						
1630030 Reimbursements	0		0		937	
OPERATING SUB TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>937</u>	<u>14,126</u>
TOTAL WORKS ACTIVITY UNIT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>937</u>	<u>14,126</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
<u>FLEET ACTIVITY UNIT</u>						
OPERATING EXPENDITURE						
1640220 Other Employee Costs		2,601	2,601			1,978
1640320 Superannuation		6,634	6,634			5,149
1640520 Materials & Contracts		5,718	5,718			2,051
1640620 Utility Charges		542	542			369
1640720 Vehicle Costs		8,856	8,856			3,674
1641020 In-house Services		17,855	17,855			11,532
1641320 Annual Leave		6,229	6,229			5,854
1641420 Public Holidays		3,557	3,557			1,115
1641520 Sick Leave		1,325	1,325			3,399
1641620 Long Service Leave		1,723	1,723			16,477
1641720 Training & Conferences		977	977			390
1641820 General Duties		6,974	6,974			4,033
1641920 Toolbox Meetings		418	418			83
1640920 Supervision & Administration		12,353	12,353			7,512
1642120 Workshop Maintenance		4,533	4,533			1,494
1642020 Fleet Less Recovered		(80,295)	(80,295)			(57,709)
OPERATING SUB TOTAL	0	0	0	0	0	7,401
TOTAL FLEET ACTIVITY UNIT	0	0	0	0	0	7,401

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
PLANT OPERATION COSTS						
OPERATING EXPENDITURE						
1540020 Depreciation - Plant & Equipment		356,924	356,924			187,444
1540120 Fuel & Oil		165,600	165,600			87,165
1540220 Tyres & Batteries		18,500	18,500			15,189
1540320 Parts & External Repairs		157,446	157,446			72,057
1540520 Insurance		52,676	52,676			49,893
1540720 Wear Parts		7,400	7,400			2,268
1541020 Vehicle Registration		16,665	16,665			14,695
1541220 Operator Repairs		11,778	11,778			9,155
1541320 Fleet Maintenance		109,588	109,588			76,910
1541420 Minor Equipment & Tools		9,000	9,000			354
1541520 Vehicle Lease		4,604	4,604			3,069
1542920 Plant Operations Costs Recovered		(910,181)	(910,181)			(551,331)
OPERATING INCOME						
1544030 Reimbursements	29,000		29,000		20,656	
OPERATING SUB TOTAL	<u>29,000</u>	<u>0</u>	<u>29,000</u>	<u>0</u>	<u>20,656</u>	<u>(33,132)</u>
TOTAL PLANT ACTIVITY UNIT	<u>29,000</u>	<u>0</u>	<u>29,000</u>	<u>0</u>	<u>20,656</u>	<u>(33,132)</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
MATERIALS						
OPERATING EXPENDITURE						
1555200 Materials Purchased		50,000		50,000		18,446
1555500 Less Materials Allocated		(50,000)		(50,000)		(2,529)
1562520 Fuel & Oil Purchased		165,600		165,600		59,819
1562620 Less Fuel & Oil Allocated		(165,600)		(165,600)		(64,160)
OPERATING SUB TOTAL		<u>0</u>		<u>0</u>		<u>11,575</u>
TOTAL MATERIALS		<u>0</u>		<u>0</u>		<u>11,575</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
SALARIES & WAGES						
OPERATING EXPENDITURE						
1560120 Gross Wages & Salaries		4,295,859		4,295,859		2,893,081
1563020 Workers Compensation		5,000		5,000		96,636
1562020 Less Wage & Salaries Allocated		(4,295,859)		(4,295,859)		(2,899,826)
1563220 Default Wages Account		0		0		0
OPERATING INCOME						
1563930 Reimbursements - Workers Compensation	5,000		5,000		96,636	
OPERATING SUB TOTAL	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>96,636</u>	<u>89,891</u>
TOTAL SALARIES & WAGES	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>96,636</u>	<u>89,891</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
COIRPORATE SERVICES DEPARTMENT						
OPERATING EXPENDITURE						
1050220 Consultants		1,000		1,000		0
1050320 Superannuation		65,877		65,877		43,336
1051520 Workers Compensation Insurance		13,462		13,462		13,468
1051720 Motor Vehicle Costs		17,185		17,185		10,342
1051820 Conference Expenses		6,977		6,977		2,095
1052120 Other Employee Costs		3,937		3,937		1,200
1052720 Staff Training		16,569		16,569		4,990
1054120 Insurance		6,871		6,871		6,872
1054720 Annual Leave		53,566		53,566		37,660
1057220 Public Holidays		28,159		28,159		15,141
1050420 Sick Leave		11,735		11,735		9,348
1050820 Long Service Leave		14,684		14,684		26,723
1051620 In-house Costs		78,976		78,976		45,944
1056020 Corporate Services Less Recovered		(314,998)		(314,998)		(195,359)
OPERATING INCOME						
1050130 Reimbursements	4,000		4,000		8,038	
OPERATING SUB TOTAL	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>8,038</u>	<u>21,760</u>
TOTAL ADMIN & FINANCE DEPARTMENT	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>8,038</u>	<u>21,760</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
<u>BUILDING ASSETS DEPARTMENT</u>						
OPERATING EXPENDITURE						
1740020 Annual Leave		25,188		25,188		15,900
1740120 Public Holidays		14,261		14,261		7,497
1740220 Sick Leave		5,911		5,911		3,383
1740320 Long Service Leave		7,735		7,735		0
1740420 Superannuation		35,232		35,232		24,014
1740520 Workers Compensation Insurance		7,096		7,096		7,098
1740620 Motor Vehicle Costs		19,488		19,488		5,981
1740720 Other Employee Costs		3,934		3,934		2,680
1740820 Staff training		5,798		5,798		2,748
1740920 Supervision & Admin Building Maintenance		74,108		74,108		49,367
1741020 Supervision & Admin Building Operations		37,296		37,296		24,698
1741120 Materials & Contracts		2,500		2,500		1,774
1741220 Insurance		3,721		3,721		3,721
1741320 In-house Costs		85,763		85,763		53,743
1741520 Building Asset Dept. Less Recovered		(328,031)		(328,031)		(215,162)
OPERATING SUB TOTAL		0		0		(12,558)
TOTAL BUILDING ASSETS DEPARTMENT		0		0		(12,558)

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
CHIEF EXECUTIVE OFFICE						
OPERATING EXPENDITURE						
1750020 Annual Leave		29,591		29,591		28,453
1751620 Public Holidays		13,366		13,366		6,418
1751720 Sick Leave		5,927		5,927		2,216
1751020 Long Service Leave		7,881		7,881		12,230
1750120 Superannuation		35,827		35,827		22,125
1750220 Workers Compensation Insurance		6,886		6,886		6,847
1750320 Motor Vehicle Costs		24,533		24,533		13,529
1750420 Other Employee Costs		1,510		1,510		504
1750620 Staff Training		5,369		5,369		933
1750720 Development Salary Sacrifice		10,154		10,154		0
1750820 Conference Expenses		13,761		13,761		4,559
1750920 Consultants		7,000		7,000		0
1751120 Audit Fees		27,750		27,750		25,550
1751220 Advertising		9,000		9,000		9,469
1751320 Legal Expenses		6,000		6,000		80
1751420 Other Expenses		1,500		1,500		0
1753420 Insurance		2,375		2,375		2,375
1752120 In-house Costs		99,189		99,189		64,213
1752020 CEO Department Less Recovered		(307,619)		(307,619)		(201,302)
OPERATING INCOME						
1750030 Reimbursements	0		0		0	
OPERATING SUB TOTAL	0	0	0	0	0	(1,800)
TOTAL CHIEF EXECUTIVE OFFICER	0	0	0	0	0	(1,800)

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
ADMINISTRATION & FINANCE ACTIVITY						
OPERATING EXPENDITURE						
1760120 Payroll		46,487		46,487		30,522
1760220 Creditors		79,227		79,227		54,489
1760320 Information Technology Support & Costs		176,517		176,517		131,506
1760420 Accounting		199,608		199,608		130,836
1760520 Bridgetown Admin Office Building Maint.		28,210		28,210		22,063
1760620 Bridgetown Admin Office Building Op.		169,631		169,631		127,297
1760720 Telephone, Mail & Reception		93,515		93,515		49,335
1760820 Office Supplies & Equipment		30,789		30,789		20,401
1760920 Occupational Health & Safety Committee		72,925		72,925		23,401
1761020 Records Management Costs		99,973		99,973		63,155
1761120 Motor Vehicle Licensing		59,818		59,818		39,806
1761320 Assets Management & Fair Value		225,325		225,325		138,237
1761620 Human Resources		63,143		63,143		26,370
1761720 Records Storage Facility Building Op.		4,913		4,913		1,051
1761820 Records Storage Facility Building Maint.		383		383		27
1762020 Recovered from Programs		(1,350,464)		(1,350,464)		(858,496)
OPERATING INCOME						
1760030 Reimbursements & Charges	100		100		251	
OPERATING SUB TOTAL	<u>100</u>	<u>0</u>	<u>100</u>	<u>0</u>	<u>251</u>	<u>0</u>
TOTAL ADMINISTRATION & FINANCE ACTIVITY	<u>100</u>	<u>0</u>	<u>100</u>	<u>0</u>	<u>251</u>	<u>0</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
<u>DEVELOPMENT SERVICES DEPARTMENT</u>						
OPERATING EXPENDITURE						
1770020 Annual Leave		25,619		25,619		22,088
1770120 Superannuation		29,506		29,506		19,087
1770220 Workers Compensation Insurance		6,178		6,178		6,181
1770320 Motor Vehicle Costs		25,303		25,303		17,359
1770420 Other Staff Costs		2,284		2,284		1,455
1770520 Customer Services Officer		26,469		26,469		5,052
1770620 Staff Training		5,211		5,211		400
1770720 Supervision		10,457		10,457		0
1770820 Conference Expenses		6,640		6,640		1,083
1771020 Public Holidays		13,082		13,082		4,049
1771120 Sick Leave		5,451		5,451		11,052
1771220 Long Service Leave		7,086		7,086		10,087
1772120 In-house Costs		106,376		106,376		67,092
1772920 Insurance		3,936		3,936		3,937
1772020 DS Department Less Recovered		(273,598)		(273,598)		(164,198)
OPERATING INCOME						
1770030 Reimbursements	0		0		0	
OPERATING SUB TOTAL	0	0	0	0	0	4,723
TOTAL PLANNING & ENVIRONM'T DEPARTMENT	0	0	0	0	0	4,723

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
COMMUNITY SERVICES DEPARTMENT						
OPERATING EXPENDITURE						
1780020 Annual Leave		33,095		33,095		17,884
1780420 Public Holidays		17,678		17,678		9,753
1780620 Sick Leave		7,366		7,366		12,941
1780720 Long Service Leave		9,574		9,574		0
1780120 Superannuation		40,298		40,298		26,541
1780220 Workers Compensation Insurance		8,669		8,669		8,672
1780320 Motor Vehicle Costs		30,525		30,525		14,884
1780920 Other Staff Costs		3,507		3,507		1,753
1780520 Staff Training		8,655		8,655		2,877
1780820 Conference Expenses		10,782		10,782		864
1783020 Insurance		4,948		4,948		4,948
1782120 In-house Costs		80,072		80,072		50,362
1782020 Less Recovered from Programs		(255,169)		(255,169)		(150,246)
OPERATING INCOME						
1780030 Reimbursements	1,169		1,169		1,063	
OPERATING SUB TOTAL	<u>1,169</u>	<u>0</u>	<u>1,169</u>	<u>0</u>	<u>1,063</u>	<u>1,233</u>
TOTAL COMMUNITY SERVICES DEPARTMENT	<u>1,169</u>	<u>0</u>	<u>1,169</u>	<u>0</u>	<u>1,063</u>	<u>1,233</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 28 February 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
UNCLASSIFIED						
OPERATING EXPENDITURE						
1790320 Donations - Hire Charges & Fees		3,500	3,500			775
1790420 Donations - Approved by CEO		2,385	2,385			1,012
1790820 Sale of Land General Expenses		2,000	2,000			1,591
1052820 Sundry Expenses		100	100			(8)
1790220 General Insurance Claims		10,000	10,000			4,106
OPERATING INCOME						
1790130 Insurance Claims Reimbursed	10,000		10,000		4,703	
1790330 Other Reimbursements	31,257		31,257		31,257	
OPERATING SUB TOTAL	<u>41,257</u>	<u>17,985</u>	<u>41,257</u>	<u>17,985</u>	<u>35,960</u>	<u>7,476</u>
CAPITAL EXPENDITURE						
1790040 Purchase of Land		87,791	87,791			54,742
CAPITAL SUB TOTAL	<u>0</u>	<u>87,791</u>	<u>0</u>	<u>87,791</u>	<u>0</u>	<u>54,742</u>
TOTAL UNCLASSIFIED	<u>41,257</u>	<u>105,776</u>	<u>41,257</u>	<u>105,776</u>	<u>35,960</u>	<u>62,218</u>

SHIRE OF BRIDGETOWN-GREENBUSHESLIST OF ACCOUNTS PAID IN FEBRUARY TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
<u>MUNICIPAL FUND</u>				
<u>DIRECT DEBITS</u>				
DD15080.1	02/02/2021	GO GO MEDIA	MONTHLY ON HOLD MESSAGE SERVICE	75.90
DD15088.2	04/02/2021	WATERLOGIC AUSTRALIA PTY LTD	MONTHLY HIRE/SERVICE OF WATER COOLERS FOR FEBRUARY	136.88
DD15096.1	07/02/2021	AMPOL AUSTRALIA PETROLEUM PTY LTD	FUEL FOR THE MONTH OF JANUARY	4,870.07
DD15097.1	10/02/2021	AWARE SUPER	PAYROLL DEDUCTIONS	16,612.94
DD15097.2	10/02/2021	ASGARD SUPER	SUPERANNUATION CONTRIBUTIONS	390.28
DD15097.3	10/02/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	448.13
DD15097.4	10/02/2021	TWU SUPER	SUPERANNUATION CONTRIBUTIONS	208.43
DD15097.5	10/02/2021	LUCRF SUPER	SUPERANNUATION CONTRIBUTIONS	99.46
DD15097.6	10/02/2021	WAIKAWA DREAMING SUPER FUND	PAYROLL DEDUCTIONS	692.41
DD15097.7	10/02/2021	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	224.69
DD15097.8	10/02/2021	WEALTH PERSONAL SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	240.24
DD15097.9	10/02/2021	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	444.08
DD15100.1	12/02/2021	SHERIFFS OFFICE	FER UNPAID INFRINGEMENTS	385.00
DD15128.1	24/02/2021	AWARE SUPER	PAYROLL DEDUCTIONS	16,645.08
DD15128.2	24/02/2021	ASGARD SUPER	SUPERANNUATION CONTRIBUTIONS	445.02
DD15128.3	24/02/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	606.49
DD15128.4	24/02/2021	TWU SUPER	SUPERANNUATION CONTRIBUTIONS	247.52
DD15128.5	24/02/2021	ONEPATH CUSTODIANS PTY LTD	SUPERANNUATION CONTRIBUTIONS	45.29
DD15128.6	24/02/2021	LUCRF SUPER	SUPERANNUATION CONTRIBUTIONS	144.22
DD15128.7	24/02/2021	WAIKAWA DREAMING SUPER FUND	PAYROLL DEDUCTIONS	661.47
DD15128.8	24/02/2021	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	224.69
DD15128.9	24/02/2021	WEALTH PERSONAL SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	240.24
DD15097.10	10/02/2021	AMP SUPERANNUATION SAVINGS TRUST	SUPERANNUATION CONTRIBUTIONS	270.02
DD15097.11	10/02/2021	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	97.25
DD15097.12	10/02/2021	HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	143.97
DD15097.13	10/02/2021	R & P SUMNER SUPERFUND	SUPERANNUATION CONTRIBUTIONS	98.42
DD15097.14	10/02/2021	VERVE SUPER	SUPERANNUATION CONTRIBUTIONS	390.46
DD15097.15	10/02/2021	TAL SUPER	SUPERANNUATION CONTRIBUTIONS	112.63
DD15097.16	10/02/2021	HOST PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	289.25
DD15128.10	24/02/2021	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	444.08
DD15128.11	24/02/2021	AMP SUPERANNUATION SAVINGS TRUST	SUPERANNUATION CONTRIBUTIONS	272.86
DD15128.12	24/02/2021	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	108.92
DD15128.13	24/02/2021	HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	168.86
DD15128.14	24/02/2021	R & P SUMNER SUPERFUND	SUPERANNUATION CONTRIBUTIONS	95.31
DD15128.15	24/02/2021	VERVE SUPER	SUPERANNUATION CONTRIBUTIONS	390.46
DD15128.16	24/02/2021	TAL SUPER	SUPERANNUATION CONTRIBUTIONS	137.06
DD15128.17	24/02/2021	HOST PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	314.95
B/S	02/02/2021	WESTPAC BANK	MERCHANT FEES	820.29
B/S	02/02/2021	WESTPAC BANK	MONTHLY BANK ACCOUNT FEES	397.31
B/S	13/01/2021	WESTPAC BANK	TOTAL WAGES FOR 28.01.2021 - 10.02.2021	119,833.44
B/S	27/01/2021	WESTPAC BANK	TOTAL WAGES FOR 11.02.2021 - 24.02.2021	121,344.69
B/S	13/01/2021	WESTPAC - CORPORATE CREDIT CARD	ADVERTISEMENT FOR FINANCE ADMIN OFFICER POSITION	302.50
B/S	20/01/2021	WESTPAC - CORPORATE CREDIT CARD	WINE FOR COUNCIL BAR	101.94
B/S	29/01/2021	WESTPAC - CORPORATE CREDIT CARD	LUNCH MEETING WITH SHIRE OF BOYUP BROOK	32.10
B/S	02/02/2021	WESTPAC - CORPORATE CREDIT CARD	CREDIT CARD FEE	10.00
B/S	07/01/2021	WESTPAC - CORPORATE CREDIT CARD	5000 SMS CREDITS FOR VEHICLE MOVEMENT BANS	577.50
B/S	07/01/2021	WESTPAC - CORPORATE CREDIT CARD	FX FEE AUD FOR VEHICLE MOVEMENT BANS	17.32

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN FEBRUARY TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
B/S	19/01/2021	WESTPAC - CORPORATE CREDIT CARD	2 X 150L ESKIES FOR AUSTRALIA DAY BREAKFAST	658.00
B/S	02/02/2021	WESTPAC - CORPORATE CREDIT CARD	CREDIT CARD FEE	10.00
BPAY				
5022021	05/02/2021	TELSTRA	TELEPHONE & INTERNET CHARGES	2,743.04
19022021	19/02/2021	PIVOTEL SATELLITE PTY LTD	MONTHLY TRACKING OF SPOT TRACKERS - FEBRUARY	155.00
ELECTRONIC PAYMENTS				
EFT31989	04/02/2021	2R ELECTRICAL	SUPPLY AND FIT REPLACEMENT LED BATTEN TO WOMEN'S SHOWER AT THE BLC	154.00
EFT31990	04/02/2021	AFGRI EQUIPMENT AUSTRALIA PTY LTD	VARIOUS PARTS FOR JOHN DEERE RIDE ON MOWER	204.13
EFT31991	04/02/2021	ALL-START ELECTRICAL	6 MONTHLY SERVICE FOR ADMIN BUILDING LIFT & LEISURE CENTRE CHAIR LIFT	1,100.00
EFT31992	04/02/2021	AMITY SIGNS	VARIOUS SIGNS & FITTINGS FOR CAR PARKING DIRECTIONAL SIGNAGE	1,047.64
EFT31993	04/02/2021	BCE SURVEYING PTY LTD	SURVEY FOR EXCISION OF BRIDGETOWN RAILWAY STATION FROM RAILWAY RESERVE	4,224.00
EFT31994	04/02/2021	BELL FIRE EQUIPMENT CO PTY LTD	2 X FASTFILL SMALL TANK LIDS FOR MITIGATION VEHICLE	198.00
EFT31995	04/02/2021	BELIA ENGINEERING	TRANSPORT OF 4 X CRATES OF E-WASTE FROM WASTE FACILITY	264.00
EFT31996	04/02/2021	BLACKWOOD RURAL SERVICES	MINOR PARTS	31.15
EFT31997	04/02/2021	BLISS FOR DESIGN	2 X PAIRS OF CHAINSAW CHAPS, ROLL OF BRUSH CUTTER CORD & REPLACEMENT BROOM HEAD	697.50
EFT31998	04/02/2021	BOOKEASY AUSTRALIA PTY LTD	MONTHLY BOOKEASY COMMISSIONS FOR DECEMBER	347.60
EFT31999	04/02/2021	BRIDGETOWN TIMBER SALES	SUPPLY VARIOUS NUTS, BOLTS AND WASHERS TO REPAIR BENCH SEATS	18.47
EFT32000	04/02/2021	BTOWN BOARDING KENNELS & CATTERY	KENNEL AND CATTERY FEES FOR JANUARY	38.50
EFT32001	04/02/2021	BRIDGETOWN NETBALL ASSOCIATION	UMPIRING FEES FOR THE JUNIOR MIXED NETBALL COMP	270.00
EFT32002	04/02/2021	BTOWN VOLUNTEER BUSH FIRE BRIGADE	CATERING COSTS FOR BUSHFIRE SAFETY AWARENESS COURSE, MARANUP FORD FIRE & YOVANCHE RD FIRE	2,821.72
EFT32003	04/02/2021	BGBTA INC	REFUND OF HALL HIRE BOND	200.00
EFT32004	04/02/2021	BRIDGETOWN COMPUTERS	REPLACEMENT UPS FOR SES & REPLACEMENT POWER SUPPLY FOR LAPTOP	1,025.00
EFT32005	04/02/2021	BRIDGETOWN MITRE 10 & RETRAVISION	WESTINGHOUSE 460L FRIDGE FOR AUSTRALIA DAY BREAKFAST AND VARIOUS MINOR ITEMS	1,565.32
EFT32006	04/02/2021	BRIDGETOWN TYRES	REPAIR TO FRONT TYRE ON CATERPILLAR BACKHOE	77.00
EFT32007	04/02/2021	CAMPBELLS	CONFECTIONERY AND SNACKS FOR THE BLC CAFE	272.91
EFT32008	04/02/2021	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	228.83
EFT32009	04/02/2021	CJD EQUIPMENT PTY LTD	1 X 2000HR SERVICE KIT & 20L TRANS OIL FOR VOLVO WHEEL LOADER	1,130.07
EFT32010	04/02/2021	CLOVERS GENERAL STORE	18 X BAGS OF ICE DELIVERED TO BRIDGETOWN LEISURE CENTRE FOR AUSTRALIA DAY EVENT	116.00
EFT32011	04/02/2021	COASTAL MACHINERY	NEW 2020 COASTMAC 7X4 BOX TRAILER WITH CAGE AND SPARE WHEEL FOR EVENTS TRAILER	2,090.00
EFT32012	04/02/2021	CUSTOM SERVICE LEASING LTD	VEHICLE LEASING FOR MONTH OF FEBRUARY	420.65
EFT32013	04/02/2021	DAVMECH	REPAIRS TO TRACK LOADER AT WASTE FACILITY & LOADER HIRE FOR CATTERICK FIRE	4,555.93
EFT32014	04/02/2021	DORMAKABA AUSTRALIA PTY LTD	SCHEDULED SERVICE OF 4 X AUTOMATIC DOOR AT REC CENTRE, AQUATIC FACILITY & LIBRARY	473.00
EFT32015	04/02/2021	ECONOMIC TRANSITIONS	PART PAYMENT FOR BUSINESS CASE TO OUTSOURCE MANAGEMENT OF VISITOR CENTRE & GALLERY	4,356.00
EFT32016	04/02/2021	EMERGE ASSOCIATES	MODIFICATIONS TO PLANS AND SPECIFICATIONS FOR BLACKWOOD FORESHORE PROJECT	1,507.00
EFT32017	04/02/2021	LGRCEU	PAYROLL DEDUCTIONS	123.00
EFT32018	04/02/2021	GARAGE DOORS SOUTH WEST	SUPPLY & INSTALL ROLLER DOOR TO ASHBIL COMMUNITY GARDEN	1,375.00
EFT32019	04/02/2021	GREENBUSHES CRC	COMMISSION ON SHIRE PAYMENTS COLLECTED	15.00
EFT32020	04/02/2021	HARMONIC ENTERPRISES PTY LTD	MONTHLY MANAGED IT SERVICES - JANUARY	2,222.00
EFT32021	04/02/2021	H C JONES & CO	CONNECT WATER LINES TO TANKS & DRAINS FOR CATTERICK & SUNNYSIDE BFB & OTHER MINOR WORKS	3,121.39
EFT32022	04/02/2021	INTERFIRE AGENCIES PTY LTD	1 X PALLET OF 20L PAILS OF SOLBERG FIRE-BRAKE 3150A FOAM & 2 X NEW WEATHER METERS	4,485.36
EFT32023	04/02/2021	JOMAR (WA) PTY LTD	PREVENTATIVE MAINTENANCE FOR BRIDGE 3316 WINNEJUP RD & REPAIRS FOR BRIDGE 266A BROCKMAN HWY	37,884.00
EFT32024	04/02/2021	JOHNSON'S FOOD SERVICES	ICE CREAMS AND FROZEN FOODS FOR THE BLC CAFE	1,931.25
EFT32025	04/02/2021	MASTEC AUSTRALIA PTY LTD	39 X 140L RED RUBBISH BINS WITH NATURE GREEN LID - COMPLETE BUT NOT STAMPED	2,316.60
EFT32026	04/02/2021	NICHOLAS JOHN MAXFIELD	HIRE FOR TRUCK & OPERATOR FOR GRAVEL CARTING ON WINNEJUP RD AND TOWING OF IMPOUNDED	5,412.00
EFT32027	04/02/2021	MIDALIA STEEL	37 X GALVANISED PIPES FOR SIGN MAINTENANCE	1,983.00
EFT32028	04/02/2021	NATURALISTE HYGIENE SERVICES	6 MONTHLY SERVICE OF NAPPY & SANITARY NAPKIN DISPOSAL BINS FOR ALL SHIRE FACILITIES	2,207.54
EFT32029	04/02/2021	NJ MECHANICAL	REPAIR AIR CONDITIONER & FOAM SYSTEM FOR YORNUP 2.4 AND REPAIRS TO ABS SENSOR TO YORNUP LT	346.50
EFT32030	04/02/2021	SOPHIA HARMINA JACOBA NOBEL	REIMBURSEMENT FOR POLICE CLEARANCE & PASSENGER TRANSPORT DRIVER APPLICATION	83.80
EFT32031	04/02/2021	TONY CHRISTOPHER OLSEN	PAINTING OF MANAGERS OFFICE AT VISITOR CENTRE	550.00

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN FEBRUARY TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
EFT32032	04/02/2021	REDWOOD HILLS	GRAVEL FOR WINNEJUP RD RECONSTRUCTION	9,895.05
EFT32033	04/02/2021	SCOPE BUSINESS IMAGING	MONTHLY PHOTOCOPYING AND PRINTING CHARGES - JANUARY	457.74
EFT32034	04/02/2021	SOUTHERN FORESTS B/V TOURISM ASSOC	CONTRIBUTION TO SFV RED GRANT DIGITAL MARKETING CAMPAIGN	2,200.00
EFT32035	04/02/2021	SQUIRE PATTON BOGGS	NATIVE TITLE CLAIMS SNC 1 (WAD6006/2003) AND SNC 2 (WAD6012/2003)	16.97
EFT32036	04/02/2021	STEWART & HEATON CLOTHING CO PTY LTD	3 X WILDLAND FIRE FIGHTING JACKETS	543.48
EFT32037	04/02/2021	STEVE WOOD CARPENTRY	REPLACE BROKEN TILE IN SMALL POOL AT AQUATIC CENTRE	132.00
EFT32038	04/02/2021	SUPACHOOK CARVERY	MEALS FOR MARANUP BUSHFIRE 31/12/2020	56.00
EFT32039	04/02/2021	SYNERGY	ELECTRICITY CHARGES	6,131.79
EFT32040	04/02/2021	THE STABLES IGA	VARIOUS GROCERY SUPPLIES	212.04
EFT32041	04/02/2021	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	135.14
EFT32042	04/02/2021	TRAFFIC FORCE	TRAFFIC CONTROL FOR POWERLINE PRUNING ON HAMPTON ST & LOFTIE ST AND TGS FOR SPENCER ST	2,371.69
EFT32043	04/02/2021	TUCK'S GARDEN SERVICES	30 HRS OF BLACKBERRY SPRAYING	2,970.00
EFT32044	04/02/2021	VESTONE CAPITAL PTY LIMITED	QUARTERLY RENTAL OF GYM EQUIPMENT JAN - MAR 2021	7,422.49
EFT32045	04/02/2021	DARREN A WILSON	REIMBURSEMENT FOR 50% OF MOBILE PHONE PLAN FOR JULY 2020 TILL DECEMBER 2020	315.75
EFT32046	04/02/2021	WINC AUSTRALIA PTY LTD	2 X PLANNING APPROVAL STAMPS, VARIOUS STATIONERY & CLEANING SUPPLIES	1,334.59
EFT32047	11/02/2021	DEAN GUJA	ENVIRONMENTAL HEALTH OFFICER CONSULTING HOURS FOR JANUARY	2,040.00
EFT32048	11/02/2021	SALARY PACKAGING AUSTRALIA PTY LTD	EMPLOYEE SALARY PACKAGING	837.41
EFT32049	18/02/2021	2R ELECTRICAL	REPLACEMENT OF 10 X FLUORESCENT LIGHTING FITTINGS WITH LED BATONS IN CIVIC CENTRE	1,540.00
EFT32050	18/02/2021	ABCO PRODUCTS PTY LTD	1 X CARTON OF 80L EXTRA HEAVY DUTY BIN LINERS	114.33
EFT32051	18/02/2021	ADVANCED CLEANING SOUTHWEST	MONTHLY COURT CLEANING FOR BRIDGETOWN LEISURE CENTRE IN NOVEMBER, DECEMBER & JANUARY	2,076.72
EFT32052	18/02/2021	AJ & DS PAINTING	PREPARE & REPAINT 5 X EXTERNAL WINDOWS AT SHIRE ADMIN BUILDING & 2 X DOORS AT LIBRARY	857.15
EFT32053	18/02/2021	AUSTRALIA POST	POSTAGE FOR THE MONTH OF JANUARY	1,235.40
EFT32054	18/02/2021	B & B STREET SWEEPING PTY LTD	MONTHLY STREET SWEEPING FOR JANUARY	1,716.00
EFT32055	18/02/2021	BELIA ENGINEERING	TRANSPORT OF 4 X CRATES OF E-WASTE & 93 X USED MATTRESSES FROM WASTE FACILITY	1,491.60
EFT32056	18/02/2021	BKS REFRIGERATION & AIRCONDITIONING	RELOCATE AIRCON DIFFUSERS, BALANCE FLOWS & INSTALL AIR GRILLS TO OFFICE DOORS AT SHIRE ADMIN	2,222.00
EFT32057	18/02/2021	BLACKWOOD FRESH	SNACKS FOR COUNCIL MEETING ON 28 JANUARY 2021	43.42
EFT32058	18/02/2021	BLACKWOOD PROPERTY MAINTENANCE	PRESSURE CLEAN FLOORS IN HAMPTON STREET PUBLIC CONVENIENCES	450.00
EFT32059	18/02/2021	BLISS FOR DESIGN	CHAINSAW BAR, 2 X CHAINSAW CHAINS, 2 X RETIC PROGRAMMERS, RIDE ON MOWER PARTS & MINOR ITEMS	753.97
EFT32060	18/02/2021	BLUE FORCE PTY LTD	LABOUR TO PROVIDE REMOTE TECHNICAL ASSISTANCE FOR SYSTEM ERRORS AT LEISURE CENTRE	1,342.00
EFT32061	18/02/2021	BOOEASY AUSTRALIA PTY LTD	MONTHLY BOOEASY COMMISSIONS - JANUARY	220.00
EFT32062	18/02/2021	BRIDGETOWN MEAT SUPPLY	27KGS BACON, 35 DOZEN EGGS & 35KGS SAUSAGES FOR AUSTRALIA DAY BREAKFAST	1,035.00
EFT32063	18/02/2021	BRIDGETOWN TIMBER SALES	10 X 20KG BAGS OF RAPID SET CONCRETE	151.80
EFT32064	18/02/2021	BTOWN BOARDING KENNELS & CATTERY	ANIMAL IMPOUND FEES FOR JANUARY	269.50
EFT32065	18/02/2021	BRIDGETOWN RESIDENTIAL CONTRACTORS	RELEASE OF RETENTION FOR BLC GYM EXPANSION	13,596.08
EFT32066	18/02/2021	BRIDGETOWN MITRE 10 & RETRAVISION	40 X 6 PACKS OF FACE MASKS FOR COVID SHUTDOWN, GAS BOTTLE FOR FORKLIFT & VARIOUS MINOR ITEMS	841.55
EFT32067	18/02/2021	BRIDGETOWN TYRES	4 X NEW TYRES FOR NISSAN X-TRAIL & 2 X NEW TYRES FOR CESM VEHICLE	1,466.00
EFT32068	18/02/2021	BRIDGETOWN NEWSAGENCY	NEWSPAPER CHARGES FOR JANUARY, 10 X BOXES OF A4 WHITE PAPER, RECEIPT BOOKS & DIARIES	399.70
EFT32069	18/02/2021	BUNBURY SUBARU	30 MONTH SERVICE OF SUBARU LIBERTY B8666	314.33
EFT32070	18/02/2021	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	228.83
EFT32071	18/02/2021	CITY AND REGIONAL FUELS	BULK FUEL FOR THE MONTH OF JANUARY	7,340.78
EFT32072	18/02/2021	CLEANAWAY PTY LTD	WASTE COLLECTION SERVICES FOR JANUARY	30,807.95
EFT32073	18/02/2021	ELIZABETH DENNISS	REIMBURSEMENT FOR REFRESHMENTS & PARKING FEES PURCHASED	57.40
EFT32074	18/02/2021	DOMESTIC MAINTENANCE SW	SUPPLY AND INSTALL LETTER BOX AT 146 HAMPTON STREET UNIT	170.00
EFT32075	18/02/2021	EMERGE ASSOCIATES	ASSESS TENDER PRICES RECEIVED FOR BLACKWOOD RIVER FORESHORE PROJECT	1,276.00
EFT32076	18/02/2021	ESPRESSO ESSENTIAL WA	PURCHASE OS SUPPLIES FOR COFFEE MACHINE AT LIBRARY	343.49
EFT32077	18/02/2021	MARY MYFANWY EVANS	MUSICAL ENTERTAINMENT FOR AUSTRALIA DAY BREAKFAST FUNCTION	220.00
EFT32078	18/02/2021	EVERLAST TARPING SYSTEMS PTY LTD	SD3 SHORT LOCK DOWN BLOCK FOR FUSO TIPTRUCK	99.00
EFT32079	18/02/2021	FAIRTEL PTY LTD	INSTALL PHONES, DATA CABLING & ELECTRICAL FOR SES AND SUPPLY & INSTALL 8 X CCTV CAMERAS	19,714.06
EFT32080	18/02/2021	FISHERS TYRE CENTRE	MINOR TYRE REPAIRS	40.00

SHIRE OF BRIDGETOWN-GREENBUSHES

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EFT32081	18/02/2021	GE & CJ GIBLETT	FUEL REDUCTION WORK TO PRIVATE LAND TO MEET FIREBREAK COMPLIANCE	440.00
EFT32082	18/02/2021	GREENBUSHES ROADHOUSE	FUEL FOR GREENBUSHES 3.4 FIRETENDER	550.19
EFT32083	18/02/2021	PAUL FRANCIS HAMILTON	REIMBURSEMENT FOR REFRESHMENTS PURCHASED FOR EWP TRAINING	26.35
EFT32084	18/02/2021	HANSEN'S HOT BREAD SHOP	MIXTURE OF WHITE & WHOLEMEAL FLAT ROLLS CUT IN HALF FOR AUSTRALIA DAY BREAKFAST	384.00
EFT32085	18/02/2021	H C JONES & CO	SUPPLY 3 X VANDAL PROOF TAP HANDLES, 4 X SEPTIC TANK CAPS & NEW TOILET SEAT	140.00
EFT32086	18/02/2021	HEATLEY SALES PTY LTD	VARIOUS PPE ITEMS FOR WORKS STAFF	405.92
EFT32087	18/02/2021	HILLVIEW ELECTRICAL SERVICE	SUPPLY AND INSTALL NEW LIGHT FITTING TO DAMAGED LIGHT POLE IN MEMORIAL PARK	957.00
EFT32088	18/02/2021	GLEN HOLST FURNITURE	CONSTRUCTION & INSTALLATION OF 7 X PICNIC TABLES & BENCH SEATS FOR WBSR CAMPSITES	21,581.00
EFT32089	18/02/2021	INTERFIRE AGENCIES PTY LTD	30 X BOXES OF 50 3-PLY FACE MASKS (LEVEL 2) TGA APPROVED FOR EMERGENCY SERVICES STAFF	414.11
EFT32090	18/02/2021	IXOM OPERATIONS PTY LTD	MONTHLY RENTAL/SERVICE FEE FOR 920KG CHLORINE GAS CYLINDER IN JANUARY	174.25
EFT32091	18/02/2021	ADAM JENKINS TREE SERVICES	REMOVAL OF 2 TREES FROM VERGE AT THE CORNER OF ROE ST AND STEPHENS ST	660.00
EFT32092	18/02/2021	KEIDY CONTRACTORS	SUPPLY TRUCK AND OPERATOR FOR GRAVEL CARTING TO WINNEJUP RD	4,290.00
EFT32093	18/02/2021	LANDGATE	LAND VALUATION ENQUIRY CHARGES	69.20
EFT32094	18/02/2021	LUSH FIRE AND PLANNING	PLANNING SERVICES - BUSHFIRE RISK ASSESSMENT FOR DA'S	385.00
EFT32095	18/02/2021	MAIN ROADS WA	SHIRES CONTRIBUTION TOWARDS REPAIRS ON BRIDGE 3337 DONNELLY MILL RD & BRIDGE 3315 WINNEJUP RD	656,433.80
EFT32096	18/02/2021	MALATESTA ROAD PAVING & HOTMIX	SUPPLY AND LAY 10MM PRIMER-SEAL CUTBACK BITUMEN FROM ON WINNEJUP ROAD	35,140.88
EFT32097	18/02/2021	MANJIMUP TOYOTA & MITSUBISHI	2 X BRAKE CALLIPER BOLTS	15.60
EFT32098	18/02/2021	MANJIMUP BOUNCY CASTLES	HIRE OF 15M WATER INFLATABLE OBSTACLE COURSE FOR COMMUNITY CHRISTMAS PARTY AT THE BLC POOL	530.00
EFT32099	18/02/2021	MARKETFORCE	SHIRE ADVERTISEMENTS	198.89
EFT32100	18/02/2021	MAZZA PARTON FAMILY TRUST	WORDS IN THE VALLEY WORKSHOPS HOSTED BETWEEN 23/01/2021 - 26/01/2021	1,617.00
EFT32101	18/02/2021	MOORE STEPHENS	2 X REGISTRATIONS TO BUDGET WORKSHOP ON 12TH MARCH 2021	1,782.00
EFT32102	18/02/2021	MUIRS MANJIMUP	75,000KM SERVICE AND BONNET REPAIRS ON FORD EVEREST & 90,000KM SERVICE FOR NISSAN X-TRAIL	809.78
EFT32103	18/02/2021	NJ MECHANICAL	VARIOUS SERVICING & REPAIRS FOR EMERGENCY SERVICES VEHICLES	751.30
EFT32104	18/02/2021	OFFICE OF THE AUDITOR GENERAL WA	FEE FOR THE ATTEST AUDIT FOR THE YEAR ENDED 30 JUNE 2020	26,125.00
EFT32105	18/02/2021	TONY CHRISTOPHER OLSEN	REPAIR AND PAINT OVER GRAFFITI AT MEMORIAL PARK DISABLED TOILET	50.00
EFT32106	18/02/2021	PHARMACY 777 BRIDGETOWN	200 X ELECTROLYTE SACHEL FOR FIREFIGHTERS & 3 X 1L 50+ SUNSCREENS FOR SWIMMING POOL	371.88
EFT32107	18/02/2021	QUALITY SHOP	FRAMING OF 4 X CITIZEN OF THE YEAR AWARDS & PRINTING OF WINDOW ENVELOPES & TAX	995.00
EFT32108	18/02/2021	REBECCA REDMAN	REIMBURSEMENT FOR PURCHASE OF 8 X APRONS FOR AUSTRALIA DAY BREAKFAST	64.00
EFT32109	18/02/2021	THE ROYAL LIFE SAVING SOCIETY WA INC	2 DAY POOL LIFEGUARD COURSE ON 7 & 8 NOVEMBER 2020 FOR 3 X EMPLOYEES	897.00
EFT32110	18/02/2021	SHIRE OF BTOWN-GBUSHES STAFF CLUB	STAFF SOCIAL CLUB DEDUCTIONS FOR JANUARY	224.00
EFT32111	18/02/2021	SOUTHERN LOCK & SECURITY	4 X RESTRICTED KEYS CUT FOR CO-LOCATION CENTRE	66.00
EFT32112	18/02/2021	STEWART & HEATON CLOTHING CO PTY LTD	4 X WILDLAND FIRE FIGHTING JACKETS, 8 X FIRE FIGHTING TROUSERS & 4 X NAVY DFES CARGOS	2,202.24
EFT32113	18/02/2021	SYNERGY	ELECTRICITY CHARGES	12,593.56
EFT32114	18/02/2021	TALIS CONSULTANTS PTY LTD	CONDITION ASSESSMENT FOR ROAD NETWORK (INCL KERBS), CULVERTS & SIGNS	51,700.00
EFT32115	18/02/2021	THE STABLES IGA	GROCERIES FOR SHIRE OFFICES/FACILITIES & FOR THE STAFF CHRISTMAS PARTY	440.08
EFT32116	18/02/2021	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	77.77
EFT32117	18/02/2021	TOTALLY SOUND	HIRE OF SPEAKERS FOR AUSTRALIA DAY EVENT	192.50
EFT32118	18/02/2021	TPG NETWORK PTY LTD	MONTHLY INTERNET CHARGE FOR LIBRARY - FEBRUARY	159.50
EFT32119	18/02/2021	WORKWEAR GROUP	STAFF UNIFORMS	301.61
EFT32120	22/02/2021	AUSTRALIAN TAXATION OFFICE	BAS FOR JANUARY 2021	10,927.00
EFT32121	25/02/2021	JOHN CARTER BOOKLESS	MONTHLY COUNCILLOR ALLOWANCE	802.33
EFT32122	25/02/2021	JULIA ANN BOYLE	MONTHLY COUNCILLOR ALLOWANCE	802.33
EFT32123	25/02/2021	CONSTRUCTION TRAINING FUND	BCITF LEVIES COLLECTED FOR JANUARY 2021	2,611.33
EFT32124	25/02/2021	DEPT OF MINES, INDUSTRY REGS & SAFETY	BSL'S COLLECTED FOR THE MONTH OF JANUARY	5,464.94
EFT32125	25/02/2021	BARBARA JEAN JOHNSON	MONTHLY COUNCILLOR ALLOWANCE	963.83
EFT32126	25/02/2021	JOANN ROBERTA MOORE	MONTHLY COUNCILLOR ALLOWANCE	802.33
EFT32127	25/02/2021	JENNIFER MARY MOUNTFORD	MONTHLY COUNCILLOR ALLOWANCE	802.33
EFT32128	25/02/2021	JOHN DIGBY NICHOLAS	MONTHLY COUNCILLOR ALLOWANCE	1,577.33
EFT32129	25/02/2021	ANTONINO PRATICO	MONTHLY COUNCILLOR ALLOWANCE	802.33

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EFT32130	25/02/2021	PETER SIMON QUINBY	MONTHLY COUNCILLOR ALLOWANCE	802.33
EFT32131	25/02/2021	SALARY PACKAGING AUSTRALIA PTY LTD	EMPLOYEE SALARY PACKAGING	837.41
EFT32132	25/02/2021	ALAN JOSEPH WILSON	MONTHLY COUNCILLOR ALLOWANCE	802.33
DIRECT DEBITS - LICENSING				
23103	01/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 01/02/2021	1,477.00
23104	02/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 02/02/2021	3,607.95
23105	03/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 03/02/2021	3,310.60
23106	04/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 04/02/2021	536.05
23107	05/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 05/02/2021	2,659.40
23108	08/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 08/02/2021	9,512.20
23109	09/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 09/02/2021	3,633.75
23110	10/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 10/02/2021	5,658.55
23111	11/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 11/02/2021	3,206.50
23112	12/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 12/02/2021	3,413.95
23113	15/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 15/02/2021	3,997.15
23114	16/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 16/02/2021	4,732.55
23115	17/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 17/02/2021	6,983.65
23116	18/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 18/02/2021	6,052.95
23117	19/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 19/02/2021	2,716.35
23118	22/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 22/02/2021	7,686.55
23119	23/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 23/02/2021	3,847.30
23120	24/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 24/02/2021	3,615.45
23121	25/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 25/02/2021	5,649.00
23122	26/02/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 26/02/2021	7,047.25
CHEQUES				
300087	04/02/2021	AUSTRALIAN INSTITUTE OF BUILDING	AIBS MEMBERSHIP FOR BUILDING SURVEYOR	400.00
300088	04/02/2021	WATER CORPORATION	WATER USAGE	170.37
300089	18/02/2021	SHIRE OF BRIDGETOWN-GREENBUSHES	STAFF DEBTORS DEDUCTIONS FOR JANUARY	1,390.00
300090	18/02/2021	WATER CORPORATION	WATER USAGE	25,451.88
300091	25/02/2021	SHIRE OF BRIDGETOWN-GREENBUSHES	SHIRES COMMISSION COLLECTED FOR JANUARY	126.25
				<u>1,486,520.43</u>
CHEQUES - VISITOR CENTRE TRUST				
200014	25/02/2021	SHIRE OF BRIDGETOWN-GREENBUSHES	SHIRES COMMISSION COLLECTED FOR JANUARY	1,392.59
200015	25/02/2021	SHIRE OF BRIDGETOWN-GREENBUSHES	SHIRES COMMISSION COLLECTED FOR JANUARY	49.50
ELECTRONIC PAYMENTS - VISITOR CENTRE TRUST				
EFT32133	25/02/2021	BRIDGETOWN HISTORICAL SOCIETY INC.	CONSIGNMENT STOCK SOLD FOR JANUARY	45.00
EFT32134	25/02/2021	BGBTA INC	CONSIGNMENT STOCK SOLD FOR JANUARY	22.50
EFT32135	25/02/2021	JULIE GODDARD	ACCOMMODATION REFUND LESS CANCELLATION FEE	178.00
EFT32136	25/02/2021	JOHN MASLIN	CONSIGNMENT STOCK SOLD FOR JANUARY	81.00
EFT32137	25/02/2021	SOUTH WEST COACH LINES	BUS TICKETS SOLD FOR MONTH OF JANUARY	130.91
EFT32138	25/02/2021	WA HOLIDAY GUIDE PTY LTD	COMMISSION ON ACCOMMODATION BOOKINGS MADE FOR JANUARY 2021	90.89
EFT32139	25/02/2021	PUBLIC TRANSPORT AUTHORITY OF WA	BUS TICKETS SOLD FOR JANUARY 2021	640.85
V300197	09/02/2021	WESTPAC	TOTAL ACCOMMODATION FOR JANUARY	8,979.11
				<u>11,610.35</u>

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN FEBRUARY 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 **\$1,486,520.43** and for the Trust Fund totalling **\$11,610.35** which was submitted to each member of the Council on 25th March 2021 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 28/02/2021 is \$340,428.35



CHIEF EXECUTIVE OFFICER

25 March 2021



Department of
**Local Government, Sport
and Cultural Industries**

Bridgetown-Greenbushes - Compliance Audit Return 2020

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of the relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2020?	N/A		Executive Assistant
2	s3.59(2)(b) F&G Regs 7,8,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2020?	N/A		Executive Assistant
3	s3.59(2)(c) F&G Regs 7,8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2020?	N/A		Executive Assistant
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2020?	N/A		Executive Assistant
5	s3.59(5)	During 2020, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A		Executive Assistant



Delegation of Power/Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16	Were all delegations to committees resolved by absolute majority?	N/A	No delegations to committees	Executive Assistant
2	s5.16	Were all delegations to committees in writing?	N/A		Executive Assistant
3	s5.17	Were all delegations to committees within the limits specified in section 5.17?	N/A		Executive Assistant
4	s5.18	Were all delegations to committees recorded in a register of delegations?	N/A		Executive Assistant
5	s5.18	Has council reviewed delegations to its committees in the 2019/2020 financial year?	Yes	delegations were reviewed at Ordinary Council Meeting held 23 September 2020	Executive Assistant
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Act?	Yes		Executive Assistant
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes		Executive Assistant
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes		Executive Assistant
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		Executive Assistant
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	Yes		Executive Assistant
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes		Executive Assistant
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2019/2020 financial year?	Yes	CEO to Staff delegations reviewed 14 October 2020	Executive Assistant
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Admin Reg 19?	Yes		Executive Assistant

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes		Executive Assistant



No	Reference	Question	Response	Comments	Respondent
2	s5.68(2) & s5.69 (5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by Admin Reg 21A, recorded in the minutes of the relevant council or committee meeting?	N/A		Executive Assistant
3	s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) recorded in the minutes of the meeting at which the disclosures were made?	Yes		Executive Assistant
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes		Executive Assistant
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2020?	Yes		Executive Assistant
6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes		Executive Assistant
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76?	Yes		Executive Assistant
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A, in the form prescribed in Admin Reg 28?	Yes		Executive Assistant
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76, did the CEO remove from the register all returns relating to that person?	Yes		Executive Assistant
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes		Executive Assistant
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B, in the form prescribed in Admin Reg 28A?	Yes		Executive Assistant
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes		Executive Assistant
13	s5.89A(6)	When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?	Yes		Executive Assistant



No	Reference	Question	Response	Comments	Respondent
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A (6) been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes		Executive Assistant
15	Rules of Conduct Reg 11(1), (2) & (4)	Where a council member had an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person, did they disclose the interest in accordance with Rules of Conduct Reg 11(2)?	Yes		Executive Assistant
16	Rules of Conduct Reg 11(6)	Where a council member disclosed an interest under Rules of Conduct Reg 11 (2) was the nature of the interest recorded in the minutes?	Yes		Executive Assistant
17	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes		Executive Assistant
18	s5.71A & s5.71B (5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A		Executive Assistant
19	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) recorded in the minutes of the council meeting at which the decision was considered?	N/A		Executive Assistant
20	s5.103 Admin Regs 34B & 34C	Has the local government adopted a code of conduct in accordance with Admin Regs 34B and 34C to be observed by council members, committee members and employees?	Yes		Executive Assistant
21	Admin Reg 34B(5)	Has the CEO kept a register of notifiable gifts in accordance with Admin Reg 34B(5)?	Yes		Executive Assistant

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) (unless section 3.58(5) applies)?	N/A	Process for one property disposition (lease) commenced in 2020 but not completed by 31 December 2020	Executive Assistant
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes	Public notice given for proposed lease of lot 55 Rose Street Bridgetown. To be completed in 2021	Executive Assistant



Elections					
No	Reference	Question	Response	Comments	Respondent
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate?	Yes	No "disclosure of gifts" declarations	Executive Assistant
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years?	N/A		Executive Assistant
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with Elect Reg 30G(6)?	Yes		Executive Assistant

Finance					
No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes	Council established the Audit Committee and appointed members at its meeting held 31 October 2019 by Absolute Majority for a 2 year term	Executive Assistant
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A	No delegation provided	Executive Manager Corporate Services
3	s7.3(1) & s7.6(3)	Was the person or persons appointed by the local government to be its auditor appointed by an absolute majority decision of council?	N/A	Commencing 2018/19 Council's audit function transferred to the Auditor General	Executive Manager Corporate Services
4	s7.3(3)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor a registered company auditor or an approved auditor?	N/A	Commencing 2018/19 Council's audit function transferred to the Auditor General	Executive Manager Corporate Services
5	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2020 received by the local government by 31 December 2020?	Yes	Audit report was received at the Ordinary Council meeting held 17 December 2020	Executive Manager Corporate Services



Department of
**Local Government, Sport
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
6	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A		Executive Manager Corporate Services
7	s7.12A(4)(a)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters?	Yes	Council's 2018/19 Audit Report contained a significant matter in relation to its Operating Surplus Ratio. The Audit Report was received by Council in December 2019. A report was presented to Council in January 2020 regarding the adverse trend.	Executive Manager Corporate Services
8	s7.12A(4)(b)	Where the local government was required to prepare a report under s.7.12A(4)(a), was a copy of the report given to the Minister within three months of the audit report being received by the local government?	Yes	The report was presented to Council in January 2020 regarding the adverse trend. Adopted report was forwarded to the Minister on 3 February 2020.	Executive Manager Corporate Services
9	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	Yes		Executive Assistant
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives and scope of the audit, a plan for the audit, details of the remuneration and expenses paid to the auditor, and the method to be used by the local government to communicate with the auditor?	N/A	Commencing 2018/19 Council's audit function transferred to the Auditor General. The audit scope is agreed annually with the Office of the Auditor General	Executive Assistant
11	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June received by the local government within 30 days of completion of the audit?	Yes	2019/20 Audit Report was received 7 December 2020 and adopted by Council at its Ordinary Meeting held 17 December 2020	Executive Manager Corporate Services



Integrated Planning and Reporting					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	Strategic Community Plan 24/04/2019	Executive Assistant
2	Admin Reg 19DA (1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	Corporate Business Plan 2020-2024 was adopted by council at its ordinary meeting held 25 June 2020	Executive Assistant
3	Admin Reg 19DA (2) & (3)	Does the corporate business plan comply with the requirements of Admin Reg 19DA(2) & (3)?	Yes		Executive Assistant

Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve a process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A		Executive Assistant
2	s5.36(4) & s5.37 (3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Admin Reg 18A?	N/A		Executive Assistant
3	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A		Executive Assistant
4	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4)?	N/A		Executive Assistant
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	N/A		Executive Assistant
6	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A		Executive Assistant



Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Has the local government designated a senior employee as defined by section 5.37 to be its complaints officer?	N/A	CEO is Complaints Officer	Executive Assistant
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a)?	Yes		Executive Assistant
3	s5.121(2)	Does the complaints register include all information required by section 5.121(2)?	Yes		Executive Assistant
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes		Executive Assistant

Optional Questions					
No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5 (2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Financial Management Reg 5(2)(c) within the three years prior to 31 December 2020? If yes, please provide the date of council's resolution to accept the report.	N/A	Not required in 2020. Accepted at the ordinary meeting of council held 27 June 2019	Executive Assistant
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Audit Reg 17 within the three years prior to 31 December 2020? If yes, please provide date of council's resolution to accept the report.	Yes	Accepted at the Ordinary Meeting of Council held 25 June 2020	Executive Manager Corporate Services
3	s5.87C(2)	Where a disclosure was made under sections 5.87A or 5.87B, was the disclosure made within 10 days after receipt of the gift?	N/A		Executive Manager Corporate Services
4	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B, did the disclosure include the information required by section 5.87C?	N/A		Executive Manager Corporate Services
5	s5.90A(2)	Did the local government prepare and adopt by absolute majority a policy dealing with the attendance of council members and the CEO at events?	Yes	Council adopted the Attendance at Events Policy at its ordinary meeting held 30 April 2020	Executive Assistant



No	Reference	Question	Response	Comments	Respondent
6	s.5.90A(5)	Did the CEO publish an up-to-date version of the attendance at events policy on the local government's official website?	Yes		Executive Manager Corporate Services
7	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4)?	Yes		Executive Manager Corporate Services
8	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes	Council adopted the Continuing Professional Development Policy at its ordinary meeting held 30 April 2020	Executive Assistant
9	s5.127	Did the local government prepare a report on the training completed by council members in the 2019/2020 financial year and publish it on the local government's official website by 31 July 2020?	Yes		Executive Manager Corporate Services
10	s6.4(3)	By 30 September 2020, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2020?	Yes	Balanced accounts and the Annual Financial Report for the year ending 30 June 2020 were submitted to the Auditor on 27 September 2020	Executive Manager Corporate Services

Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments	Respondent
1	F&G Reg 11A(1) & (3)	Does the local government have a current purchasing policy that complies with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		Executive Assistant
2	F&G Reg 11A(1)	Did the local government comply with its current purchasing policy in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		Executive Assistant
3	s3.57 F&G Reg 11	Subject to F&G Reg 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in F&G Reg 11(1)?	Yes		Executive Assistant
4	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with F&G Reg 14(3) and (4)?	Yes		Executive Assistant



Department of
**Local Government, Sport
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than a single contract?	N/A		Executive Assistant
6	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation?	Yes		Executive Assistant
7	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Regs 15 and 16?	Yes		Executive Assistant
8	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes		Executive Assistant
9	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	Yes	RFT 01-2021 one tender submitted after deadline, non-compliant not assessed.	Executive Assistant
10	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Yes		Executive Assistant
11	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes		Executive Assistant
12	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of F&G Regs 21 and 22?	Yes		Executive Assistant
13	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A		Executive Assistant
14	F&G Reg 23(3)	Were all expressions of interest that were not rejected assessed by the local government?	N/A		Executive Assistant
15	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services as an acceptable tenderer?	N/A		Executive Assistant
16	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with F&G Reg 24?	N/A		Executive Assistant



Department of
**Local Government, Sport
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
17	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with F&G Reg 24AD(4) and 24AE?	N/A		Executive Assistant
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	N/A		Executive Assistant
19	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	N/A		Executive Assistant
20	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of F&G Reg 24AG?	N/A		Executive Assistant
21	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A		Executive Assistant
22	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	N/A		Executive Assistant
23	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	N/A		Executive Assistant
24	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of F&G Regs 24E and 24F?	Yes		Executive Assistant

I certify this Compliance Audit Return has been adopted by council at its meeting on _____

Signed Mayor/President, Bridgetown-Greenbushes

Signed CEO, Bridgetown-Greenbushes



SHIRE OF BRIDGETOWN-GREENBUSHES

2020/2021 BUDGET REVIEW

For the Period 1 July 2020 to 31 January 2021

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY (BUDGET REVIEW) BY PROGRAM
FOR THE PERIOD ENDING 31 JANUARY 2021

	Adopted Budget (a)	YTD Actual 31 Jan 2021	Budget Review (b)	Budget Review Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
	\$	\$	\$	\$	%
Operating Revenues					
Governance	369	104	16,409	16,040	4346.9%
General Purpose Funding - Rates	5,669,993	5,200,726	5,689,619	19,626	0.3%
Law, Order and Public Safety	1,207,064	324,147	1,248,646	41,582	3.4%
Health	7,130	33	1,600	(5,530)	(77.56%)
Education and Welfare	5,859	396	5,859	0	
Housing	24,045	12,848	19,891	(4,154)	(17.28%)
Community Amenities	1,050,920	988,224	1,046,750	(4,170)	(0.397%)
Recreation and Culture	3,331,402	187,424	3,372,541	41,139	1.23%
Transport	1,950,001	389,049	1,547,389	(402,612)	(20.65%)
Economic Services	153,874	115,808	171,574	17,700	11.50%
Other Property and Services	144,926	153,447	245,528	100,602	69.42%
Total Operating Revenue	13,545,583	7,372,207	13,365,806	(179,777)	
Operating Expenses					
Governance	(1,157,838)	(630,900)	(1,156,733)	1,105	(0.10%)
General Purpose Funding	(123,757)	(63,242)	(121,507)	2,250	(1.82%)
Law, Order and Public Safety	(1,201,782)	(622,886)	(1,140,867)	60,915	(5.069%)
Health	(163,837)	(46,172)	(145,086)	18,751	(11.445%)
Education and Welfare	(195,474)	(136,861)	(189,940)	5,534	(2.83%)
Housing	(21,939)	(23,148)	(23,329)	(1,390)	6.3%
Community Amenities	(1,839,597)	(1,021,204)	(1,861,399)	(21,802)	1.2%
Recreation and Culture	(3,166,098)	(1,484,648)	(3,135,039)	31,059	(0.98%)
Transport	(4,043,433)	(2,293,783)	(4,016,862)	26,571	(0.66%)
Economic Services	(808,393)	(445,748)	(785,163)	23,230	(2.87%)
Other Property and Services	(88,803)	(154,866)	(182,841)	(94,038)	105.90%
Total Operating Expenditure	(12,810,951)	(6,923,458)	(12,758,766)	52,185	
Funding Balance Adjustments					
Add back Depreciation	3,752,464	2,225,603	3,704,104	(48,360)	1.3%
Adjust (Profit)/Loss on Asset Disposal	7,140	7,669	(8,813)	(15,953)	223.43%
Adjust Provisions and Accruals	1,442	534	865	(577)	40.0%
Accounting change for grant revenue received in prior year	(1,080,648)	(987,598)	(994,393)	86,255	8.0%
Net Cash from Operations	3,415,030	1,694,957	3,308,803	(106,227)	
Capital Revenues					
Proceeds from Disposal of Assets					
Governance	13,000	15,455	15,455	2,455	18.9%
Law, Order & Public Safety	34,810	0	37,273	2,463	7.1%
Community Amenities	5,000	3,396	3,396	(1,604)	(32.08%)
Recreation and Culture	2,500	0	2,500		
Transport	246,450	128,773	281,024	34,574	14.0%
Economic Services	13,000	17,578	17,578	4,578	35.2%
Total Capital Revenues	314,760	165,202	357,226	42,466	

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY (BUDGET REVIEW) BY PROGRAM
FOR THE PERIOD ENDING 31 JANUARY 2021

	Adopted Budget (a)	YTD Actual 31 Jan 2021	Budget Review (b)	Budget Review Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
	\$	\$	\$	\$	%
Capital Expenses					
Governance	(293,200)	(58,166)	(253,200)		
Law, Order and Public Safety	(702,044)	(3,600)	(740,626)	(38,582)	(5.496%)
Housing	(15,000)	(15,989)	(23,500)	(8,500)	(56.667%)
Community Amenities	(96,874)	(7,450)	(106,874)	(10,000)	(10.323%)
Recreation and Culture	(3,366,149)	(31,159)	(3,438,952)	(72,803)	(2.16%)
Transport	(3,007,213)	(1,657,454)	(2,714,401)	292,812	9.74%
Economic Services	(47,686)	(42,123)	(41,845)	5,841	12.25%
Other Property and Services	(87,791)	(54,742)	(87,791)	0	
Total Capital Expenditure	(7,615,957)	(1,870,684)	(7,407,189)	208,768	
Net Cash from Capital Activities	(7,301,197)	(1,705,482)	(7,049,963)	251,234	
Financing					
Proceeds from New Debentures	312,500	0	312,500	0	
Self-Supporting Loan Principal	8,976	4,447	8,976	0	
Transfer from Reserves	2,217,522	1,476,496	2,121,526	(95,996)	(4.33%)
Repayment of Debentures	(260,734)	(129,412)	(260,734)	0	
Principal Lease Payments	(37,933)	(28,874)	(37,933)	0	
Transfer to Reserves	(541,529)	(8,384)	(533,529)	8,000	1.5%
Net Cash from Financing Activities	1,698,802	1,314,273	1,610,806	(87,996)	
Net Operations, Capital and Financing	(2,187,365)	1,303,748	(2,130,354)	57,011	2.61%
Opening Funding Surplus(Deficit)	2,187,365	2,238,420	2,238,421	51,056	2.33%
Closing Funding Surplus(Deficit)	0	3,542,168	108,067	108,067	

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDING 31 JANUARY 2021**

Note 1: NET CURRENT FUNDING POSITION

	Positive=Surplus (Negative=Deficit)		
	Adopted Budget	YTD Actual 31 Jan 2021	Revised Budget
	\$	\$	\$
Current Assets			
Cash Unrestricted	969,340	5,598,297	1,077,407
Cash Restricted	2,614,383	2,822,263	2,702,379
Receivables - Rates	175,656	1,137,519	175,656
Receivables - Sundry Debtors	193,896	689,645	193,896
Receivables - Other	5,624	208,707	5,624
Inventories	20,191	29,701	20,191
	3,979,090	10,486,132	4,175,153
Less: Current Liabilities			
Payables	(780,283)	(3,729,767)	(866,538)
Provisions	(770,946)	(806,443)	(770,946)
	(1,551,229)	(4,536,210)	(1,637,484)
Less: Cash Reserves	(2,614,383)	(2,822,263)	(2,702,379)
Less: Loans - Clubs/Institutions	0	(4,530)	0
Add: Current Leave Provision Cash Backed	186,522	185,614	186,522
Add: Current Contract Liabilities Cash Backed	0	93,050	86,255
Add: Current Loan Liability	0	140,375	0
Net Current Funding Position	0	3,542,168	108,067

Note 2: BUDGET REVIEW AMENDMENTS

Ref No.	GL/Job Code	Description	Expenditure/Income Type	Adopted Budget	YTD Actual 31 Jan 2021	Budget Review	Variance Surplus/ (Deficit)	Notation - Reason for Change
				\$	\$	\$	\$	
Changes Approved Since Budget Adoption								
1	03BN	Hester Brook Satellite Station - Toilet	Materials & Contracts	(0)	(0)	(20,000)	(20,000)	C.04/0920
2	06017	Fire Prevention Non-recurrent Grants	Capital Grants State	235,720	156,969	255,720	20,000	C.04/0920
3	20IN	Growth Strategy Project - Tennis Club Bore	Materials & Contracts	(0)	(0)	(30,053)	(30,053)	C.04/1020
4	34423	Other Recreation & Sport Grants	Capital Grants Federal	1,422,594	5,414	1,452,647	30,053	C.04/1020
5	PL18	Articulated Boom Machine	Materials & Contracts	(0)	(139,900)	(145,000)	(145,000)	C.04/1020
6	40045	Sale of Road Plant - Disposal of Crendon Squirrel Machine	Sale of Asset	206,500	121,500	221,500	15,000	C.04/1020
7	07BU	Shire Administration Building	Materials & Contracts	(186,953)	(20,909)	(146,953)	40,000	C.04/1020
8	102	Plant Reserve	Reserve Transfer	685,500	386,000	775,500	90,000	C.04/1020
9	16BU	Bridgetown Leisure Centre - Replacement Doors	Materials & Contracts	(9,500)	(420)	(19,250)	(9,750)	C.06/1020
10	131	Bridgetown Leisure Centre Reserve	Reserve Transfer	20,000	(0)	29,750	9,750	C.06/1020
11	11BN	Hester Brook Fire Station - New Water Tank	Materials & Contracts	(0)	(0)	(9,291)	(9,291)	C.03/0121
12	12BN	Kangaroo Gully Fire Station - New Water Tank	Materials & Contracts	(0)	(0)	(9,291)	(9,291)	C.03/0121
13	06017	Fire Prevention Non-recurrent Grants	Capital Grants State	255,720	156,969	274,302	18,582	C.03/0121
14	14MA	Greenbushes Sportsground - Removal of Light Poles	Materials & Contracts	(4,012)	(1,260)	(18,012)	(14,000)	C.07/0121
Budget Review Changes								
Rates								
Operating Expenditure								
15	01122	BPoint & BPay Service	Materials & Contracts	(8,000)	(3,681)	(6,500)	1,500	Reduced costs of payment facilities due to less usage
16	01132	EFTPOS Service	Materials & Contracts	(5,000)	(4,025)	(6,500)	(1,500)	Increased costs of payment facilities due to increased usage
17	01142	Rates Notice Printing & Distribution	Materials & Contracts	(9,250)	(7,584)	(8,000)	1,250	Reduced costs due to in-house printing of notices
18	01152	Rates Advertising & Promotion	Materials & Contracts	(1,600)	(600)	(600)	1,000	Top up supplies not required for new resident packs
Operating Income								
19	01191	General Rates	Rates	4,680,822	4,682,699	4,682,931	2,109	Interim rates greater than estimated
20	03401	Government Pension Interest	Interest	3,500	1,708	1,708	(1,792)	Interest rate lower on payment received
Operating Income								
21	05483	Rate Enquiry Fees (GST Free)	Fees and Charges	22,250	27,085	37,000	14,750	Number of property sales greater than anticipated
Other General Purpose funding								
Operating Income								
22	02301	Other General Purpose - Grants Commission	Operating Grants Federal	582,849	295,440	590,879	8,030	Final grant allocation greater than notional estimate
23	02351	Local Road Funding - Grants Commission	Operating Grants Federal	295,731	153,130	306,260	10,529	Final grant allocation greater than notional estimate
24	03601	General Revenue Interest	Interest	30,000	13,164	26,000	(4,000)	Interest rates lower than estimated
25	03701	Reserves Interest Received	Interest	25,000	8,344	15,000	(10,000)	Interest rates lower than estimated
Members of Council								
Operating Expenditure								
26	04022	Members - Travel	Internal Plant Hire	(9,047)	(3,618)	(5,547)	3,500	Reduced vehicle running and maintenance costs

Note 2: BUDGET REVIEW AMENDMENTS

Ref No.	GL/Job Code	Description	Expenditure/Income Type	Adopted Budget	YTD Actual 31 Jan 2021	Budget Review	Variance Surplus/ (Deficit)	Notation - Reason for Change
				\$	\$	\$	\$	
27	04032	Members - Conference & Seminar Expenses	Members Expenses	(10,750)	(539)	(5,750)	5,000	Savings on LG Convention
28	04042	Members - Election Expenses	Advertising	(500)	(0)	(0)	500	No extraordinary election anticipated
29	04342	Members - Training Programs	Members Expenses	(15,229)	(3,705)	(12,666)	2,563	Savings on compulsory training
Other Governance								
Operating Expenditure								
30	PJ65	Flag Poles	Materials & Contracts	(0)	(0)	(2,200)	(2,200)	Additional flag poles at the Bridgetown Leisure Centre
31	PJ66	Public Notice Board Upgrade	Materials & Contracts	(0)	(0)	(1,500)	(1,500)	Renew public notice board at Shire Administration Centre
32	PJ74	Strategic Community Plan Review	Materials & Contracts	(0)	(0)	(6,000)	(6,000)	Printing of strategic planning documents
33	05062	Other Governance - Loss on Sale of Asset	Loss on Sale of Assets	(4,000)	(1,545)	(1,545)	2,455	Non-cash item - Adjustment to loss on asset sales
34	05612	Other Governance - Chief Executive Office Department	Salaries & Wages	(134,875)	(68,659)	(122,645)	12,230	Adjustment of wages allocation for leave taken
34	05612	Other Governance - Chief Executive Office Department	Other Directorate Expenses	(51,250)	(33,234)	(66,250)	(15,000)	Non-cash item - Adjustment to allocation of administration costs
36	05662	Other Governance - Minor Furniture & Equipment	Materials & Contracts	(9,500)	(2,391)	(12,000)	(2,500)	New Australia Day honour board \$2,500
37	RF01	Australia Day Breakfast	Materials & Contracts	(5,750)	(2,211)	(3,693)	2,057	Savings in Australia Day breakfast event
Operating Income								
38	05523	Other Governance - Minor Income	Other Miscellaneous Revenue	50	(0)	16,090	16,040	ATO refund of fees as a result of superannuation amnesty
Capital Income								
39	04515	Governance - Sale of Plant	Sale of Assets	13,000	15,455	15,455	2,455	Vehicle trade in price greater than estimated
Fire Prevention								
Operating Expenditure								
40	PJ26	Bushfire Mitigation Activity Fund	Wages, Overheads & Plant	(0)	(33,034)	(45,405)	(45,405)	Grant funded project delivered using in-house resources
41	PJ26	Bushfire Mitigation Activity Fund	Materials & Contracts	(154,940)	(56,743)	(109,535)	45,405	Grant funded project delivered using in-house resources
42	01FP	Firebreak Inspection & Control	Wages & Overheads	(30,603)	(1,414)	(15,943)	14,660	Adjustment of wages allocation for leave taken
43	06042	Fire Prevention - Plant Operation Costs Council	Internal Plant Hire	(35,610)	(5,053)	(15,000)	20,610	Adjustment to allocation of vehicle costs and reduced depreciation
44	06082	DFES Other Goods & Services	Materials & Contracts	(10,125)	(7,676)	(26,400)	(16,275)	Reallocation of ESL grant funding
45	06142	DFES Maintenance Of Vehicles	Internal Plant Hire	(109,870)	(41,856)	(98,470)	11,400	Reallocation of ESL grant funding
46	06162	DFES Minor Plant & Equipment	Materials & Contracts	(6,000)	(2,050)	(5,000)	1,000	Reallocation of ESL grant funding
47	06182	Fire Prevention - Loss on Sale of Asset	Loss on Sale of Assets	(3,190)	(0)	(531)	2,659	Non-cash item - Adjustment to loss on asset sales
48	HZ02	Hazard Reduction - Council Land	Internal Plant Hire	(1,254)	(6,258)	(11,254)	(10,000)	Increased plant usage
49	06412	DFES Buildings - Building Operation	Utilities & Materials	(5,783)	(2,336)	(5,283)	500	Reallocation of ESL grant funding
50	06432	DFES Protective Clothing	Materials & Contracts	(24,000)	(10,185)	(20,625)	3,375	Reallocation of ESL grant funding
51	84CA	Bridgetown Co-Location Fire Control Centre	Telephones & Utilities	(8,014)	(6,786)	(9,955)	(1,941)	Increased telephone and utility costs
Operating Income								
52	06403	Fire Prevention - Fines and Penalties	Fees and Charges	5,000	4,531	6,000	1,000	Greater number of infringements issued
Capital Income								
53	06795	Fire Prevention - Sale of Plant	Sale of Assets	4,810	(0)	7,273	2,463	Vehicle trade in price greater than estimated

Note 2: BUDGET REVIEW AMENDMENTS

Ref No.	GL/Job Code	Description	Expenditure/Income Type	Adopted Budget	YTD Actual 31 Jan 2021	Budget Review	Variance Surplus/ (Deficit)	Notation - Reason for Change
				\$	\$	\$	\$	
Animal Control								
Operating Expenditure								
54	01AN	Dog Control	Wages & Overheads	(28,292)	(1,238)	(13,632)	14,660	Adjustment for leave taken
55	01AN	Dog Control	Materials & Contracts	(0)	(1,883)	(1,883)	(1,883)	Relief ranger services
56	02AN	Other Animal Control	Wages & Overheads	(16,977)	(1,501)	(8,677)	8,300	Adjustment for leave taken
57	04AN	Cat Control	Wages & Overheads	(11,433)	(503)	(5,883)	5,550	Adjustment for leave taken
Operating Income								
58	07463	Animal Control - Cat Registrations Fees	Fees and Charges	2,000	2,312	3,000	1,000	Increased registrations received
Other Law, Order & Public Safety								
Operating Expenditure								
59	04LO	Other Law Order & Public Safety	Wages & Overheads	(15,936)	(606)	(7,636)	8,300	Adjustment of wages allocation for leave taken
Operating Income								
60	08103	Fines Enforcement Scheme Fees Reimbursed	Fees and Charges	800	1,353	1,800	1,000	Increased reimbursement fees received
Other Education								
Operating Expenditure								
61	65MA	Bridgetown Community Resource Centre Building Maintenance	Materials & Contracts	(3,490)	(473)	(1,290)	2,200	Reduced building maintenance works required
Preventative Services - Administration & Inspection								
Operating Expenditure								
62	14012	Preventative Services - Development Services Department	Employee Costs & Overheads	(61,952)	(13,552)	(38,896)	23,056	Reduced employee costs and overheads during vacancy period
63	14012	Preventative Services - Development Services Department	Materials & Contracts	(11,968)	(15,046)	(19,720)	(7,752)	Contractor EHO utilised during vacancy period
Operating Income								
64	14483	Health Act Licenses (GST Free)	Fees and Charges	7,030	33	1,500	(5,530)	Reduced fees to be received as a result of COVID-19
Preventative Services - Other								
Operating Expenditure								
65	16022	Other Preventative Services - Development Services Department	Overheads	(3,447)	(0)	(0)	3,447	Reduced employee costs & overheads during vacancy period
Other Welfare								
Operating Expenditure								
66	PJ06	Youth Precinct Hang Out Space	Materials & Contracts	(28,580)	(25,246)	(25,246)	3,334	Savings in design project
Staff Housing								
Operating Expenditure								
67	32MA	31 Gifford Road Building Maintenance	Materials & Contracts	(1,110)	(1,947)	(2,500)	(1,390)	Additional building maintenance works required
Operating Income								
68	24053	Staff Housing Rent 144 Hampton Street	Fees and Charges	11,440	7,040	9,680	(1,760)	Reduced rental income due to house vacancy for part of year
69	24083	Staff Housing Rent 31 Gifford Street	Fees and Charges	5,280	1,286	2,886	(2,394)	Reduced rental income due to house vacancy for part of year
Capital Expenditure								
70	28BU	31 Gifford Street	Materials & Contracts	(15,000)	(15,989)	(16,000)	(1,000)	Additional building renewal works required
71	38BU	144 Hampton Street	Materials & Contracts	(0)	(0)	(7,500)	(7,500)	Proposed renewal works to be undertaken between tenancies

Note 2: BUDGET REVIEW AMENDMENTS

Ref No.	GL/Job Code	Description	Expenditure/Income Type	Adopted Budget	YTD Actual 31 Jan 2021	Budget Review	Variance Surplus/ (Deficit)	Notation - Reason for Change
				\$	\$	\$	\$	
Sanitation - General Refuse								
Operating Expenditure								
72	01YA	Domestic Refuse Collection	Materials & Contracts	(128,850)	(88,692)	(131,907)	(3,057)	Increased costs of collection and replacement bins
73	01YB	Bridgetown Refuse Site Management	Overheads, Plant & Materials	(201,731)	(124,261)	(214,731)	(13,000)	Increased costs associated with management of green waste
74	02YB	Refuse Recycling	Plant, Materials & Contracts	(65,557)	(44,102)	(73,099)	(7,542)	Increase in recycling quantities and costs
Operating Income								
75	25423	Sanitation General Multiple Services Collection Charges	Fees and Charges	54,131	55,816	55,624	1,493	Income to be received greater than estimated
76	25453	Landfill Site Maintenance Concessions	Fees and Charges	(15,895)	(14,212)	(14,212)	1,683	Less concessions granted
77	25503	Sanitation General User Pay Charges	Fees and Charges	7,400	2,315	3,500	(3,900)	Income to be received less than estimated
78	25513	Sanitation General Recycling Subsidies / Royalties	Other Miscellaneous Revenue	1,000	3,023	3,022	2,022	Income to be received greater than estimated
79	25523	Sanitation Profit on Sale of Asset	Profit on Sale of Assets	2,600	982	982	(1,618)	Sale of vehicle less than budgeted
Capital Income								
80	25505	Sanitation - Sale of Plant	Sale of Assets	5,000	3,396	3,396	(1,604)	Non-cash item - Adjustment to profit on asset sales
Sewerage								
Operating Expenditure								
81	27022	Sewerage Septic Tank Inspection	Materials & Contracts	(0)	(10,030)	(13,150)	(13,150)	Contractor EHO during vacancy period
82	27022	Sewerage Septic Tank Inspection	Labour Overhead	(6,895)	(0)	(0)	6,895	Reduced employee costs and overheads during vacancy period
Operating Income								
83	27433	Sewerage Waste Disposal Fees	Fees and Charges	16,000	1,336	9,000	(7,000)	Reduced revenue due to facility closure for part of year
Urban Stormwater Drainage								
Operating Expenditure								
84	ZC01	Routine Drainage Outside Sealed	Wages & Overheads	(32,925)	(18,111)	(27,405)	5,520	Reduced Works & Services costs offset by increased costs in other jobs
85	ZC02	Routine Drainage Outside Unsealed	Plant & Materials	(18,555)	(13,190)	(23,005)	(4,450)	Increased Works & Services costs offset by reduced costs in other jobs
86	ZC06	Storm Damage Drainage Built Up Areas	Wages, Overheads & Plant	(4,645)	(6,346)	(11,423)	(6,778)	Increased Works & Services costs offset by reduced costs in other jobs
87	ZC07	Storm Damage Drainage Outside Sealed	Internal Plant Hire	(1,374)	(1,411)	(2,500)	(1,126)	Increased Works & Services costs offset by reduced costs in other jobs
Town Planning and Regional Development								
Operating Expenditure								
88	30012	Town Planning Administration & Control - Development Services Department	Salaries & Wages	(90,563)	(46,974)	(74,014)	16,549	Adjustment of wages allocation for leave taken
89	30122	Laps 6 - Advertising & Consultants	Materials & Contracts	(17,170)	(1,365)	(37,170)	(20,000)	External contractor to assist with finalisation of LPS
90	30302	Road Rationalisation and Land Transfer	Materials & Contracts	(11,000)	(0)	(7,000)	4,000	Annual allocation not expected to be fully utilised this year
Operating Income								
91	30433	Town Planning Application Fees	Fees and Charges	30,000	26,109	35,000	5,000	Increased number of planning applications
Other Community Amenities								
Operating Expenditure								
92	05GD	Bridgetown Cemetery	Materials & Contracts	(3,000)	(0)	(1,500)	1,500	Reduced Works & Services costs offset by increased costs in other jobs
93	05MA	Public Conveniences Civic Centre - Building Maintenance	Labour Overhead	(1,781)	(208)	(531)	1,250	Reduction in overheads allocation

Note 2: BUDGET REVIEW AMENDMENTS

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				\$	\$	\$	\$	
94	06MA	Public Conveniences Memorial Park - Building Maintenance	Labour Overhead	(2,375)	(519)	(1,125)	1,250	Reduction in overheads allocation
95	06CA	Memorial Park Toilets - Building Operations	Utilities & Contract Cleaning	(4,795)	(1,496)	(3,770)	1,025	Savings in building operation costs
96	31292	Other Community Amenities Community Bus	Salaries & Wages	(12,412)	(2,626)	(5,000)	7,412	Savings in bus driver & caretaker wages
97	56MA	Settlers Rest Gazebo Building Maintenance	Materials & Contracts	(2,300)	(36)	(400)	1,900	Reduced building maintenance works required
Operating Income								
98	31453	Other Community Amenities Community Bus Fees & Charges	Fees and Charges	3,500	821	1,650	(1,850)	Reduced usage and hire of bus as a result of COVID-19
Capital Expenditure								
99	04BU	Blackwood River Park	Materials & Contracts	(0)	(0)	(10,000)	(10,000)	Additional funds requested to improve leach drain capacity (high priority job)
Public Halls - Civic Centres								
Operating Expenditure								
100	04MA	Civic Centre Building Maintenance	Labour Overhead	(5,936)	(846)	(3,871)	2,065	Increase in overheads allocation
101	15MA	Greenbushes Hall Build. Maintenance	Materials & Contracts	(3,786)	(1,857)	(2,786)	1,000	Reduced building maintenance works required
102	16MA	Greenbushes Office Building Maintenance	Materials & Contracts	(2,400)	(245)	(1,400)	1,000	Reduced building maintenance works required
Operating Income								
103	32413	Bridgetown Civic Centre Hall Hire Charges	Fees and Charges	6,000	4,244	4,315	(1,685)	Reduced hire income due to facility closure for part of year
104	32423	Greenbushes Hall Hire Charges	Fees and Charges	2,000	155	500	(1,500)	Reduced bookings of hall
Swimming Areas and Beaches								
Operating Expenditure								
105	13CA	Greenbushes Pool Toilets - Building Operation	Materials & Contracts	(137)	(0)	(1,137)	(1,000)	Pump out of septics required
Other Recreation and Sport								
Operating Expenditure								
106	34002	Other Recreation & Sport Pool Infrastructure Depreciation	Depreciation	(61,034)	(36,395)	(59,555)	1,479	Non-cash item - Adjustment to depreciation
107	PJ14	Landscaping Railway Carpark	Materials & Contracts	(2,900)	(0)	(3,900)	(1,000)	Additional funds for preparation of Arc Infrastructure agreement
108	PJ31	Electrical Capacity Assessment Bridgetown Sportsground Precinct	Materials & Contracts	(5,500)	(0)	(0)	5,500	Funds reallocated to electrical works at Depot
109	PJ77	Growth Strategy Projects - Project Management	Salaries & Wages	(75,000)	(8,254)	(95,000)	(20,000)	Additional support required for project management of Growth Strategy Projects
110	34032	Bridgetown Leisure Centre - Administration Salaries & Costs	Other Employee Costs & Materials	(7,950)	(7,389)	(9,200)	(1,250)	One off payment for resolution of software issue
111	21CA	Bridgetown Sportsground Toilets & Council Facilities	Utilities, Insurance & Materials	(9,922)	(5,327)	(8,889)	1,033	Savings in building operation costs
112	19MA	Wet Area Building Maintenance	Materials & Contracts	(14,685)	(6,354)	(10,785)	3,900	Previously identified grate and tile repairs not required
113	19MA	Wet Area Building Maintenance	Labour Overhead	(4,748)	(1,672)	(2,748)	2,000	Increase in overheads allocation
114	59MA	Bridgetown Rec Centre Building Maintenance.	Materials & Contracts	(26,294)	(6,121)	(21,294)	5,000	Floors not being resealed this year \$7,500, transfer of \$2,500 from equipment account for solar servicing
115	02GD	Blackwood River Park	Wages & Plant	(12,486)	(4,879)	(9,986)	2,500	Reduced Works & Services costs offset by increased costs in other jobs
116	06GD	Bridgetown Civic Precinct	Salaries & Wages	(15,215)	(7,864)	(14,215)	1,000	Reduced Works & Services costs offset by increased costs in other jobs
117	12GD	Four Season Estate	Internal Plant Hire	(2,280)	(692)	(1,280)	1,000	Reduced Works & Services costs offset by increased costs in other jobs
118	17GD	Greenbushes Precinct	Materials & Contracts	(220)	(315)	(2,920)	(2,700)	Increased Works & Services costs offset by reduced costs in other jobs
119	23GD	Memorials Park Open Space	Plant , Materials & Utilities	(9,230)	(3,552)	(7,860)	1,370	Reduced Works & Services costs offset by increased costs in other jobs
120	25GD	Roe Street Median Strip Landscaping	Salaries & Wages	(3,399)	(891)	(1,899)	1,500	Reduced Works & Services costs offset by increased costs in other jobs

Note 2: BUDGET REVIEW AMENDMENTS

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				\$	\$	\$	\$	
121	28GD	Town Events	Wages & Plant	(6,141)	(631)	(1,616)	4,525	Reduced Works & Services costs offset by increased costs in other jobs
122	29GD	Unmade Bush Reserves	Wages, Overheads, Plant & Materials	(58,207)	(13,590)	(39,221)	18,986	Reduced Works & Services costs offset by increased costs in other jobs
123	30GD	Unmade Road Reserves	Internal Plant Hire	(2,717)	(4,242)	(4,242)	(1,525)	Increased Works & Services costs offset by reduced costs in other jobs
124	19CA	Wet Area Building Operation	Telephones, Utilities & Contracts	(56,047)	(27,032)	(51,937)	4,110	Savings in building operation costs
125	59CA	Bridgetown Rec Centre Building Operation	Utilities, Insurance, Overheads, Materials	(85,562)	(52,157)	(82,275)	3,287	Savings in building operation costs
126	23MA	Bridgetown Tennis Club	Materials & Contracts	(4,200)	(1,987)	(2,400)	1,800	Reduced building maintenance works required
127	34482	Other Recreation & Sport Depreciation - Parks & Ovals	Depreciation	(149,258)	(92,340)	(151,101)	(1,843)	Non-cash item - Adjustment to depreciation
128	34572	Bridgetown Leisure Centre Vending & Kiosk Costs	Materials & Contracts	(22,500)	(7,648)	(16,000)	6,500	Limited operations due to COVID-19
129	34602	Bridgetown Leisure Centre Other Costs	Materials & Contracts	(3,350)	(2,530)	(5,500)	(2,150)	Purchase 100 additional Fobs due to increasing number of new members and new noticeboard
130	34612	Bridgetown Leisure Centre Minor Equipment Purchase & Servicing	Materials & Contracts	(12,560)	(7,692)	(10,740)	1,820	\$2500 for solar servicing transferred to building maintenance. \$680 for pool laser
131	34612	Bridgetown Leisure Centre Minor Equipment Purchase & Servicing	Depreciation	(16,405)	(10,592)	(17,904)	(1,499)	Non-cash item - Adjustment to depreciation
132	34972	Swimming Pool Chemicals	Materials & Contracts	(9,500)	(8,534)	(12,000)	(2,500)	Additional costs due to hand dosing Oct/Nov 2020 and water hygiene management as a result of ducks
Operating Income								
133	34353	Bridgetown Leisure Centre Pool Entrance Fees	Fees and Charges	80,000	53,263	73,000	(7,000)	Income to be received less than estimated
134	34363	Bridgetown Leisure Centre Infant Aquatics & Learn To Swim	Fees and Charges	5,000	1,248	1,248	(3,752)	No further lessons due to instructor availability
135	34373	Bridgetown Leisure Centre Aqua Aerobics	Fees and Charges	3,000	(0)	(0)	(3,000)	Aquafit Income is costed to Fit 4 Life Term Programs
136	34573	Bridgetown Leisure Centre Gymnasium Income	Fees and Charges	25,000	35,946	53,000	28,000	Increase in gym memberships
137	34593	Bridgetown Leisure Centre Hire Fees	Fees and Charges	35,000	31,247	49,000	14,000	Income to be received greater due to introduction of new programs
138	34603	Bridgetown Leisure Centre Vending & Kiosk Sales (GST Applies)	Fees and Charges	29,925	9,097	19,300	(10,625)	Limited operations due to COVID-19
139	34633	Sale of Fobs 24Hr Gym Access	Fees and Charges	3,750	2,795	5,000	1,250	Income to be received greater than estimated
140	34663	Bridgetown Leisure Centre Grants & Contributions	Operating Reimbursements	4,838	1,063	3,563	(1,275)	Timing of traineeship subsidies
141	34683	Other Recreation & Sport Donations (GST Free)	Operating Reimbursements	3,850	3,407	5,850	2,000	Additional income from the Tip Shop
Capital Expenditure								
142	18IN	Bridgetown Leisure Centre Infrastructure Renewals	Materials & Contracts	(9,810)	(780)	(14,810)	(5,000)	Additional funding required for improved safety of terrace seating
143	19IN	Lighting Improvements Facility Parking Areas	Materials & Contracts	(20,000)	(0)	(48,000)	(28,000)	Additional funding required for this project following development of scope and quotes being received
Libraries								
Operating Expenditure								
144	36032	Bridgetown Regional Library Salaries & Staff Costs	Accrual(Employee Provisions)	(2,223)	(0)	1,008	3,231	Adjustment to leave accruals due to leave payouts on termination
145	36042	Bridgetown Regional Library Minor Items And Supplies	Materials & Contracts	(3,250)	(117)	(2,250)	1,000	Reduced costs to offset over expenditure in subscriptions
146	36062	Bridgetown Regional Library Subscriptions	Subscriptions & Gifts	(1,000)	(1,737)	(2,400)	(1,400)	Additional subscriptions due to reduced take-up of online resources than estimated
147	83CA	Bridgetown Regional Library Building Operation	Insurance, Utilities & Materials	(32,829)	(15,392)	(28,609)	4,220	Reduced building operation costs
148	83MA	Bridgetown Regional Library Building Maintenance	Materials & Contracts	(9,482)	(3,954)	(10,482)	(1,000)	Electrical Repairs quoted higher than originally estimated
Operating Income								
149	36383	Bridgetown Regional Library Other Minor Income	Operating Reimbursements	7,850	2,523	2,523	(5,327)	Timing of traineeship subsidies

Note 2: BUDGET REVIEW AMENDMENTS

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				\$	\$	\$	\$	
Heritage								
Operating Expenditure								
150	37102	Arts & Culture Programs	Materials & Contracts	(2,100)	(0)	(0)	2,100	2020 People and Placed exhibition cancelled due to COVID-19
151	37112	Other Culture Art Acquisitions	Materials & Contracts	(1,000)	(0)	(0)	1,000	No art piece due to cancelled exhibition
Streets, Roads, Bridges, Depots - Construction								
Operating Income								
152	38163	Roads to Recovery Grant	Capital Grants Federal	423,704	87,255	417,965	(5,739)	Minor change in costs of Roads to Recovery funded jobs
153	39543	Bridge Grants	Capital Grants State & Federal	1,094,582	(0)	673,220	(421,362)	Revised funding allocation due to reduced cost of bridge works undertaken by Main Roads
Capital Expenditure								
154	RR22	Winnejug Road 2019-20	Wages, Overheads & Plant	(0)	(1,896)	(1,896)	(1,896)	Works crew utilised for works in lieu of contractors
155	RR22	Winnejug Road 2019-20	Materials & Contracts	(18,000)	(0)	(16,104)	1,896	Savings in contractors due to use of internal resources
156	RR25	Winnejug Road 2020/21	Wages, Overheads & Plant	(201,508)	(177,188)	(210,851)	(9,343)	Works crew utilised for works in lieu of contractors
157	RR25	Winnejug Road 2020/21	Materials & Contracts	(155,492)	(65,545)	(146,149)	9,343	Savings in contractors due to increased usage of internal resources
158	RT52	Tweed Road	Wages, Overheads, Plant & Materials	(100,000)	(94,260)	(94,261)	5,739	Reduced Works & Services costs offset by increased costs in other jobs
159	08BU	Depot Buildings	Materials & Contracts	(17,261)	(3,717)	(28,717)	(11,456)	Urgent electrical works required part funded from savings in PJ31
160	FP44	Spring Gully Road	Wages, Overheads, Plant & Materials	(5,000)	(0)	(0)	5,000	No immediate works required, to be reviewed as part of Trails Strategy
161	BR03	Winnejug Road Bridge 3315	Materials & Contracts	(345,000)	(230,000)	(230,000)	115,000	Reduced cost of bridge works undertaken by Main Roads
162	BR19	Donnelly Mill Road Bridge 3337	Materials & Contracts	(660,321)	(366,758)	(366,758)	293,563	Reduced cost of bridge works undertaken by Main Roads
163	BR20	Brockman Hwy Bridge 0266A (Council Funded Works)	Materials & Contracts	(10,100)	(5,500)	(5,500)	4,600	Reduced cost of bridge works
164	BR21	Winnejug Road Bridge 3315 (Council Funded Works)	Materials & Contracts	(11,000)	(0)	(6,360)	4,640	Reduced cost of bridge works
165	BR22	Winnejug Road Bridge 3316 (Council Funded Works)	Materials & Contracts	(28,000)	(28,940)	(28,940)	(940)	Increased cost of bridge works
166	BR23	Slades Road Bridge 3331A (Council Funded Works)	Materials & Contracts	(14,161)	(0)	(35,662)	(21,501)	Increased cost of bridge works
167	BR24	Donnelly Mill Road Bridge 3337 (Council Funded Works)	Materials & Contracts	(11,000)	(0)	(0)	11,000	Works not required, rescheduled in the bridge renewal program
168	BR25	Catterick Road Bridge 3703A (Council Funded Works)	Materials & Contracts	(7,500)	(0)	(0)	7,500	Works not required, rescheduled in the bridge renewal program
169	BR26	Mckelvie Road Bridge 3705 (Council Funded Works)	Materials & Contracts	(7,500)	(0)	(0)	7,500	Works not required, rescheduled in the bridge renewal program
Streets, Roads, Bridges, Depots - Maintenance								
Operating Expenditure								
170	39002	Depreciation Roads	Depreciation	(1,964,296)	(1,213,403)	(1,985,568)	(21,272)	Non-cash item - Adjustment to depreciation
171	ZA00	Routine Road Maintenance Built Up Areas	Wages, Overheads & Plant	(51,335)	(6,859)	(35,988)	15,347	Reduced Works & Services costs offset by increased costs in other jobs
172	ZA01	Routine Road Maintenance Outside Sealed	Wages & Overheads	(159,759)	(79,887)	(154,580)	5,179	Reduced Works & Services costs offset by increased costs in other jobs
173	ZA02	Routine Road Maintenance Outside Unsealed	Wages & Overheads	(351,646)	(191,353)	(333,231)	18,415	Reduced Works & Services costs offset by increased costs in other jobs
174	ZA09	Storm Damage Roads Built Up Areas	Wages, Overheads & Plant	(19,370)	(22,419)	(29,500)	(10,130)	Increased Works & Services costs offset by reduced costs in other jobs
175	ZA10	Storm Damage Roads Outside Sealed	Wages, Overheads & Plant	(31,695)	(55,865)	(62,500)	(30,805)	Increased Works & Services costs offset by reduced costs in other jobs
176	ZA11	Storm Damage Roads Outside Unsealed	Wages, Overheads & Plant	(25,590)	(30,514)	(38,000)	(12,410)	Increased Works & Services costs offset by reduced costs in other jobs
177	ZA17	Street Cleaning - Build Up Areas Greenbushes	Materials & Contracts	(1,625)	(1,092)	(4,625)	(3,000)	Increased Works & Services costs offset by reduced costs in other jobs
178	01ZB	Road Verge Maintenance	Wages, Overheads, Plant & Materials	(89,925)	(20,047)	(54,494)	35,431	Reduced Works & Services costs offset by increased costs in other jobs

Note 2: BUDGET REVIEW AMENDMENTS

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				\$	\$	\$	\$	
179	ZB02	Footpath Maintenance Built Up Areas	Internal Plant Hire	(2,026)	(266)	(1,026)	1,000	Reduced Works & Services costs offset by increased costs in other jobs
180	ZB03	Tree Maintenance Built Up Areas	Materials & Contracts	(35,000)	(6,484)	(45,000)	(10,000)	Increased Works & Services costs offset by reduced costs in other jobs
181	ZB04	Tree Maintenance Outside Areas (Rural Road Vegetation Management)	Wages, Overheads, Plant & Materials	(69,125)	(12,459)	(41,355)	27,770	Reduced Works & Services costs offset by increased costs in other jobs
182	ZB06	General Verge Maintenance Built Up Areas	Materials & Contracts	(500)	(1,005)	(1,500)	(1,000)	Increased Works & Services costs offset by reduced costs in other jobs
183	28MA	Depot Building Maintenance	Materials & Contracts	(4,100)	(1,535)	(2,600)	1,500	Planned & reactive maintenance budgets reduced
184	39192	Street & Road Maintenance Administration & Finance Activity Unit Allocations	Other Directorate Expenses	(180,284)	(102,727)	(150,953)	29,331	Non-cash item - Adjustment to allocation of administration costs
185	39222	Street & Road Maintenance Loss on Sale of Assets	Loss on Sale of Assets	(8,050)	(12,185)	(12,185)	(4,135)	Loss on sale of assets greater than budgeted
186	28CA	Depot Building Operating	Utilities	(7,500)	(2,384)	(6,150)	1,350	Reduced electricity and water costs
Operating Income								
187	39453	Street & Road Maintenance Profit on Sale of Assets	Profit on Sale of Assets	2,000	5,079	18,592	16,592	Non-cash item - Adjustment to profit on sale of assets
188	39843	Street & Road Maintenance Engineering Supervision Contributions	Operating Reimbursements	200	8,097	8,097	7,897	Income to be received greater than estimated
Road Plant Purchase								
Capital Expenditure								
189	PL15	Multi Tyre Road Roller	Materials & Contracts	(164,380)	(164,782)	(164,782)	(402)	Increased cost of plant item purchase
190	PL16	Multi Tyre Roller (P2133)	Materials & Contracts	(164,380)	(164,782)	(164,782)	(402)	Increased cost of plant item purchase
191	PL18	Articulated Boom Machine	Materials & Contracts	(145,000)	(139,900)	(139,900)	5,100	Savings on cost of plant item purchase
192	40374	Sundry Equipment Items (>\$5,000)	Materials & Contracts	(5,000)	(0)	(0)	5,000	Allocation transferred to minor equipment purchases
193	40504	Plant Works & Services Fleet Vehicles	Materials & Contracts	(125,500)	(27,278)	(117,629)	7,871	Reduced Works & Services costs offset by increased costs in other jobs
Capital Income								
194	40045	Sale of Road Plant	Sale of Assets	221,500	121,500	218,500	(3,000)	Trade-in values less than estimated
195	40145	Sale Works & Services Light Fleet	Sale of Assets	39,950	7,273	62,524	22,574	Trade-in values greater than estimated
Parking Facilities								
Operating Expenditure								
196	PJ48	Bridgetown CBD Parking & Geegelup Beautification	Materials & Contracts	(21,390)	(0)	(41,390)	(20,000)	Additional costs to cover both concept and detailed design plans
197	41052	Parking Control - Community Services Department	Wages & Overheads	(7,046)	(19)	(3,046)	4,000	Adjustment of wages allocation for leave taken
Tourism and Area Promotion								
Operating Expenditure								
198	PJ90	TV Promotion and Marketing	Materials & Contracts	(12,430)	(0)	(9,235)	3,195	\$2,727 savings in SBS TV, \$468 savings in GWN ads
199	41MA	Tourist Centre Building Maintenance	Materials & Contracts	(4,750)	(810)	(3,250)	1,500	Reduced reactive maintenance budget as likely won't need full allocation
200	46092	Tourism & Area Promotion Service Agreements & Community Grants	Subsidy/Grants/Donations	(8,096)	(3,633)	(6,541)	1,555	\$867 savings in Blackwood Rhapsody event \$688 savings blackwood wine hall hire
201	46232	Bridgetown Visitor Centre Administration & Finance Department	Other Directorate Expenses	(21,056)	(8,386)	(16,056)	5,000	Non-cash item - Adjustment to allocation of administration costs
Operating Income								
202	46003	Bridgetown Visitor Centre Counter Sales	Fees and Charges	8,500	6,604	10,000	1,500	Increased revenue due to increased tourism numbers
203	46033	Bridgetown Visitor Centre Accommodation Commissions	Commissions	12,000	7,976	14,000	2,000	Increased revenue due to increased tourism numbers

Note 2: BUDGET REVIEW AMENDMENTS

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				\$	\$	\$	\$	
204	46053	Bridgetown Visitor Centre Bus Tickets Commissions	Commissions	3,000	770	1,200	(1,800)	Reduced ticket sales due to COVID-19 and Australind train service disruptions
205	46073	Bridgetown Visitor Centre Display Fees	Fees and Charges	1,500	(0)	(0)	(1,500)	Service not being utilised at this time
206	46093	Bridgetown Visitor Centre Jigsaw Gallery	Fees and Charges	2,500	3,391	5,000	2,500	Increased revenue due to increased tourism numbers
Capital Expenditure								
207	13IN	Septage Dump Point	Materials & Contracts	(22,686)	(16,845)	(16,845)	5,841	Savings made in installation of new dump point
Building Control								
Operating Expenditure								
208	47012	Building Management & Admin Costs - Development Services Department	Salaries & Wages	(107,009)	(99,368)	(179,878)	(72,869)	Employee in lieu of contactor
209	47062	Building Control Contractors & Professional Services	Superannuation & Contractors	(86,549)	(0)	(0)	86,549	Employee in lieu of contactor
Operating Income								
210	47413	Building Licenses	Fees and Charges	35,000	33,355	50,000	15,000	Increased revenue due to greater number of building applications
211	47015	Building Control Sale of Vehicle	Sale of Assets	13,000	17,578	17,578	4,578	Vehicle trade-in value greater than estimated
Economic Development								
Operating Expenditure								
212	48122	Electric Vehicle Charging Station	Materials & Contracts	(3,700)	(45)	(5,400)	(1,700)	Allocation to Improve access to car charging station
Private Works								
Operating Income								
213	51313	Private Works Motor Vehicle Licensing Commission	Commissions	60,000	28,978	63,000	3,000	Increased volume of Department of Transport licensing transactions
Plant Operation								
Operating Expenditure								
214	54002	Plant Operation Depreciation Plant & Equipment	Depreciation	(356,924)	(168,429)	(324,024)	32,900	Non-cash item - Adjustment to depreciation
215	54012	Plant Operation Fuel and Oil	Materials & Contracts	(165,600)	(74,146)	(150,000)	15,600	Fuel and oil purchases less than estimated
216	54132	Plant Operation Fleet Maintenance	Labour Overhead	(80,295)	(43,742)	(81,214)	(919)	Adjustment to overhead recovery
217	54142	Plant Operation Minor Equipment And Tools (< \$5,000)	Materials & Contracts	(9,000)	(354)	(14,000)	(5,000)	Increased allocation for minor equipment purchases in lieu of capital purchases
218	54292	Plant Operation Costs Recovered	Internal Plant Hire	910,181	496,463	867,600	(42,581)	Non-cash item - Adjustment in plant and vehicle allocated to other programs
Salaries and Wages								
Operating Expenditure								
219	56012	Gross Wages & Salaries	Salaries & Wages	(4,295,859)	(2,574,618)	(4,444,334)	(148,475)	Increase in total organisational salaries and wages
220	56202	Less Salaries & Wages Allocated	Salaries & Wages	4,295,859	2,581,434	4,444,334	148,475	Non-cash item - Increase in salaries and wages allocated to programs
221	56302	Salaries & Wages Workers Compensation Payments	Salaries & Wages	(5,000)	(78,640)	(95,000)	(90,000)	Increase in workers compensation wages paid
Operating Income								
222	56393	Salaries & Wages Workers Compensation Reimbursements	Other Miscellaneous Revenue	5,000	67,359	95,000	90,000	Reimbursement of increased workers compensation wages paid
Development and Infrastructure Management								
Operating Expenditure								
223	60042	D & I Management Customer Services Officer	Wages & Overheads	(13,235)	(2,526)	(7,578)	5,657	Reduced customer service officer wage and overheads allocation
224	60052	D & I Management Materials & Contracts	Subscriptions & Gifts	(5,000)	(522)	(2,000)	3,000	Savings in purchase of minor items

Note 2: BUDGET REVIEW AMENDMENTS

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				\$	\$	\$	\$	
225	60072	D & I Management Vehicle Costs	Internal Plant Hire	(24,469)	(14,096)	(23,469)	1,000	Reduced vehicle maintenance and running costs
226	60182	D & I Management Long Service Leave	Accrual(Employee Provisions)	(9,740)	(0)	(6,881)	2,859	Adjustment to leave accruals due to leave payouts on termination
227	60202	D & I Management Less Recovered	Labour Overhead	325,236	156,252	312,720	(12,516)	Non-cash item - Adjustment in overheads allocated to other programs
Waste Department								
Operating Expenditure								
228	61032	Waste Activity Superannuation	Superannuation	(16,437)	(12,494)	(21,137)	(4,700)	Relief staff required due to additional staff leave
229	61172	Waste Activity Sick Leave	Salaries & Wages	(2,417)	(350)	(717)	1,700	Reduced allocation required for sick leave
230	61202	Waste Activity Less Recovered	Labour Overhead	122,158	66,343	125,158	3,000	Non-cash item - Adjustment in overheads allocated to other programs
Works & Services Department								
Operating Expenditure								
231	63072	Works Activity Light Fleet Vehicle Costs	Internal Plant Hire	(50,771)	(29,031)	(46,901)	3,870	Reduced vehicle depreciation charge
232	63092	Works Activity D & I Management Supervision & Administration	Labour Overhead	(141,365)	(67,956)	(128,849)	12,516	Reduced Works & Services costs offset by increased costs in other jobs
233	63102	Works Activity In-house Services Costs	Other Directorate Expenses	(151,855)	(79,855)	(141,855)	10,000	Non-cash item - Adjustment to allocation of administration costs
234	63132	Works Activity Sick Leave	Salaries & Wages	(21,417)	(33,621)	(40,000)	(18,583)	Increase in employee sick leave allocation
235	63142	Works Activity Long Service Leave	Wages & Leave Accruals	(27,832)	(15,727)	(20,037)	7,795	Adjustment to leave accruals for reduced LSL being taken
236	63202	Works Activity Less Recovered	Labour Overhead	978,188	547,354	970,234	(7,954)	Non-cash item - Adjustment in overheads allocated to other programs
237	63212	Works Activity Depot Maintenance	Salaries & Wages	(9,856)	(9,985)	(17,500)	(7,644)	Increased Works & Services costs offset by reduced costs in other jobs
Fleet Department								
Operating Expenditure								
238	64032	Fleet Superannuation	Superannuation	(6,634)	(4,668)	(7,734)	(1,100)	Relief staff required due to additional staff leave
239	64072	Fleet Vehicle Costs	Internal Plant Hire	(8,856)	(3,395)	(6,000)	2,856	Reduced vehicle maintenance and running costs
240	64152	Fleet Sick Leave	Salaries & Wages	(1,325)	(3,399)	(4,000)	(2,675)	Increase in employee sick leave allocation
241	64202	Fleet Less Recovered	Labour Overhead	80,295	45,122	81,214	919	Non-cash item - Adjustment in overheads allocated to other programs
Corporate Services Department								
Operating Expenditure								
242	05082	Corporate Services Long Service Leave	Wages & Leave Accruals	(14,684)	(26,723)	(8,992)	5,692	Adjustment to leave accruals due to leave payouts on termination
243	05162	Corporate Services In House Costs	Other Directorate Expenses	(78,976)	(41,374)	(73,976)	5,000	Non-cash item - Adjustment to allocation of administration costs
244	05472	Corporate Services Employee Leave	Salaries & Wages	(53,566)	(33,760)	(56,566)	(3,000)	Leave to be taken greater than estimates
245	05602	Corporate Services Less Recovered	Labour Overhead	313,998	172,297	302,268	(11,730)	Non-cash item - Adjustment in overheads allocated to other programs
Operating Income								
246	05013	Corporate Services Reimbursements	Operating Reimbursements	4,000	5,538	8,038	4,038	Additional trainee subsidies payable due to COVID-19
Chief Executive Office								
Operating Expenditure								
247	75032	CEO Department Motor Vehicle Costs	Internal Plant Hire	(13,099)	(6,846)	(12,099)	1,000	Reduced vehicle maintenance and running costs
248	75082	CEO Department Conference Expenses	Training Course Expenses	(7,000)	(1,636)	(5,000)	2,000	Savings in training costs
249	75092	CEO Department Consultants	Consultants (Professional)	(7,000)	(0)	(20,000)	(13,000)	Possible costs associated with recruitment consultant for EHO and Additional strategic planning consultant costs for development of CBP

Note 2: BUDGET REVIEW AMENDMENTS

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				\$	\$	\$	\$	
250	75102	CEO Department Long Service Leave	Wages & Leave Accruals	(7,881)	(12,230)	(1,163)	6,718	Adjustment to leave accruals due to leave payouts on termination
251	75122	CEO Department Advertising	Advertising	(9,000)	(7,604)	(11,000)	(2,000)	Additional recruitment advertising
252	75202	CEO Department Less Recovered	Overheads & Other Directorate Expenses	307,619	181,703	312,901	5,282	Non-cash item - Adjustment in overheads allocated to other programs
Building Assets Department								
Operating Expenditure								
253	74032	Building Assets Department Long Service Leave	Accrual(Employee Provisions)	(7,735)	(0)	(5,670)	2,065	Adjustment to leave accruals due to leave payouts on termination
254	74062	Building Assets Department Motor Vehicle Costs	Internal Plant Hire	(19,488)	(5,353)	(11,988)	7,500	Reduced vehicle running costs depreciation charge
255	74112	Building Assets Department Materials & Contracts	Materials & Contracts	(2,500)	(2,164)	(3,500)	(1,000)	Increase in cleaning materials required
256	74152	Building Assets Department Less Recovered	Labour Overhead	328,031	188,173	319,466	(8,565)	Non-cash item - Adjustment in overheads allocated to other programs
Administration & Finance Activity Unit								
Operating Expenditure								
257	76032	A&F Activity Units It Support & Costs	Materials & Contracts	(129,872)	(96,847)	(124,525)	5,347	Savings in software maintenance, computer support and hardware replacements
258	76032	A&F Activity Units It Support & Costs	Depreciation	(3,113)	(3,689)	(7,313)	(4,200)	Non-cash item - Adjustment to depreciation
259	27MA	Admin Office Maintenance	Materials & Contracts	(17,162)	(7,449)	(14,162)	3,000	Reduced building maintenance works required
260	76072	A&F Activity Units Telephone Mail & Reception	Overheads, Materials & Contracts	(41,765)	(18,895)	(37,239)	4,526	Reduced outward mail & savings in telephone costs
261	76092	A&F Activity Units Occupational Health & Safety	Labour Overhead	(28,507)	(7,118)	(23,507)	5,000	Adjustment to overhead allocation
262	76112	A&F Activity Units Motor Vehicle Licensing	Training Course Expenses	(1,500)	(1,454)	(3,000)	(1,500)	Additional course attendance due to staff changeover
263	76112	A&F Activity Units Motor Vehicle Licensing	Materials & Contracts	(2,500)	(0)	(0)	2,500	EFTPOS fees now charged to accounting
264	76132	A&F Activity Units Asset Management & Fair Value	Materials & Contracts	(90,841)	(55,469)	(69,025)	21,816	Fair value of infrastructure assets not required due to FM Regulation changes
265	76162	A&F Activity Units Human Resources	Labour Overhead	(28,396)	(10,312)	(18,678)	9,718	Adjustment to overhead allocation
266	96CA	Records Storage Facility	Depreciation	(3,804)	(401)	(680)	3,124	Non-cash item - Adjustment to depreciation
267	76202	A&F Activity Units Recovered	Other Directorate Expenses	1,350,464	774,387	1,301,133	(49,331)	Non-cash item - Adjustment in overheads allocated to other programs
Development Services Department								
Operating Expenditure								
268	77002	Development Services Department Annual Leave	Salaries & Wages	(25,619)	(21,638)	(35,619)	(10,000)	Leave payouts on termination
269	77032	Development Services Department Motor Vehicle Costs	Fringe Benefits Tax	(8,033)	(4,133)	(9,566)	(1,533)	Increase in vehicle FBT payable
270	77052	Development Services Department Customer Services Officer	Wages & Overheads	(26,469)	(5,052)	(17,525)	8,944	Reduced customer service officer allocation
271	77062	Development Services Department Staff Training	Training Course Expenses	(2,872)	(0)	(4,872)	(2,000)	Additional training costs than estimated
272	77082	Development Services Department Conference Expenses	Training Course Expenses	(5,000)	(1,083)	(3,000)	2,000	Less conferences due to staff vacancy
273	77112	Development Services Department Sick Leave	Salaries & Wages	(5,451)	(10,588)	(12,000)	(6,549)	Increase in employee sick leave allocation
274	77122	Development Services Department Long Service Leave	Wages & Leave Accruals	(7,086)	(10,087)	5,862	12,948	Adjustment to leave accruals due to leave payouts on termination
275	77202	Development Services Department Less Recovered	Labour Overhead	273,598	146,927	269,788	(3,810)	Non-cash item - Adjustment in overheads allocated to other programs
Community Services Department								
Operating Expenditure								
276	78032	Community Services Motor Vehicle Costs	Fringe Benefits Tax & Vehicle Costs	(30,525)	(13,168)	(23,805)	6,720	Reduced vehicle costs due to reduced vehicle depreciation charge and running costs
277	78052	Community Services Staff Training	Wages & Other Employee Costs	(4,789)	(343)	(1,323)	3,466	Wages adjustment offset by 78062
278	78052	Community Services Staff Training	Training Course Expenses	(3,866)	(2,034)	(6,866)	(3,000)	Additional training identified, savings made in conferences

Note 2: BUDGET REVIEW AMENDMENTS

Ref No.	GL/Job Code	Description	Expenditure/Income Type	Adopted Budget	YTD Actual 31 Jan 2021	Budget Review	Variance Surplus/ (Deficit)	Notation - Reason for Change
				\$	\$	\$	\$	
279	78062	Community Services Sick Leave	Salaries & Wages	(7,366)	(12,285)	(13,000)	(5,634)	Wages adjustment offset by 78052 and 78082
280	78082	Community Services Conference Expenses	Salaries & Wages	(2,882)	(714)	(714)	2,168	Wages adjustment offset by 78062
281	78082	Community Services Conference Expenses	Training Course Expenses	(7,900)	(150)	(150)	7,750	Savings in conference expenses due to COVID-19
282	78202	Community Services Less Recovered From Programs	Labour Overhead	255,169	132,661	243,699	(11,470)	Non-cash item - Adjustment in overheads allocated to other programs
Unclassified								
Operating Income								
283	79033	Unclassified Contributions & Reimbursements	Other Miscellaneous Revenue	31,257	31,257	34,821	3,564	Reimbursement of Workers Compensation premium from 2019/20
RESERVE TRANSFERS								
Transfers from Reserve								
284	107	Sanitation Reserve				32,523	32,523	Reserve transfer to fund net increase in waste management costs
285	102	Plant Reserve				(1,296)	(1,296)	Reserve transfer reduced due to savings made on plant change overs
286	133	Light Fleet Reserve				(30,876)	(30,876)	Reserve transfer reduced due to savings made on light fleet change overs
287	201	Unspent Grants and Loans Reserve				(86,255)	(86,255)	Reserve transfer reduced due to reduced costs of bridge grant funded projects
288	130	Assets and GRV Valuation Reserve				(21,944)	(21,944)	Reserve transfer reduced due to savings made on infrastructure fair values project
289	103	Land and Building Reserve				(23,417)	(23,417)	Deletion of budgeted transfers
290	126	Strategic Projects Reserve				(64,481)	(64,481)	Deletion of budgeted transfers
Transfers to Reserve								
291	118	Various Reserve Playground Equipment Reserve				10,000 (2,000)	10,000 (2,000)	Reserve transfer reduced as a result of less interest earnings on reserve funds Increase in funds received at the Tip Shop
BUDGET OPENING SURPLUS								
292		Opening Surplus as per 2020/2021 Budget		2,187,365	2,238,421	2,238,421	51,056	Additional surplus funds available from 2019/20 accounts
ADJUSTMENT FOR NON-CASH ITEMS								
293		Depreciation		3,752,464	2,225,603	3,704,104	(48,360)	Adjustment for movement in depreciation expenditure
294		Loss on Asset Sales		15,240	13,730	14,261	(979)	Adjustment for movement in loss on asset sales
295		Profit on Asset Sales		(8,100)	(6,061)	(23,074)	(14,974)	Adjustment for movement in profit on asset sales
296		Movement in employee liabilities associated with restricted cash		1,442	534	865	(577)	
297		Movement in contract liabilities associated with restricted cash		(1,080,648)	(987,598)	(994,393)	86,255	
TOTAL VARIANCE - SURPLUS AMOUNT							108,067	

**SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDING 31 JANUARY 2021**

Note 3: CASH BACKED RESERVES

Res No.	Name	Opening Balance	Budget Review Interest Earned	Actual Interest Earned 31 Jan 2021	Budget Review Transfers In (+)	Actual Transfers In (+) 31 Jan 2021	Budget Review Transfers Out (-)	Actual Transfers Out (-) 31 Jan 2021	Budget Review Closing Balance	Actual YTD Closing Balance 31 Jan 2021
		\$	\$	\$	\$	\$	\$	\$	\$	\$
101	Leave Reserve	185,080	865	534	0		0		185,945	185,614
102	Plant Reserve	681,975	3,187	1,279	283,159		(774,204)	(386,000)	194,117	297,254
103	Land and Building Reserve	574,343	2,684	1,625	0		0	(17,417)	577,027	558,551
104	Bush Fire Reserve	18,284	85	53	10,000		(7,500)		20,869	18,337
105	Maranup Ford Road Maintenance Reserve	5,341	25	15	0		0		5,366	5,356
106	Subdivision Reserve	250,238	1,170	721	10,000		(24,286)		237,122	250,959
107	Sanitation Reserve	100,131	468	289	0		(82,523)		18,076	100,420
109	Recreation Centre Floor & Solar Reserve	203,391	950	586	10,000		0		214,341	203,977
112	Refuse Site Post Closure Reserve	227,558	1,063	603	5,000		(43,000)	(30,000)	190,621	198,161
113	Drainage Reserve	61,023	285	176	10,000		(8,850)		62,458	61,199
114	Community Bus Reserve	56,189	263	162	5,000		0		61,452	56,351
115	SBS Tower & Infrastructure Replacement Reserve	32,100	150	93	0		0		32,250	32,193
118	Playground Equipment Reserve	34,126	160	98	5,850		0		40,136	34,224
119	Swimming Pool Reserve	4,500	21	13	0		0		4,521	4,513
121	Car Park Reserve	963	5	3	0		0		968	966
125	Building Maintenance Reserve	225,833	1,055	651	0		0		226,888	226,484
126	Strategic Projects Reserve	135,970	635	293	10,000		0	(55,481)	146,605	80,782
127	Matched Grants Reserve	51,697	242	149	10,000		(12,000)		49,939	51,846
128	Aged Care Infrastructure Reserve	56,928	266	164	0		0		57,194	57,092
129	Equipment Reserve	6,107	29	18	0		0		6,136	6,125
130	Assets and GRV Valuation Reserve	99,253	464	286	32,000		(58,056)		73,661	99,539
131	Bridgetown Leisure Centre Reserve	60,724	284	175	0		(29,750)		31,258	60,899
132	Trails Reserve	26,630	124	77	5,000		0		31,754	26,707
133	Light Fleet Vehicle Reserve	91,150	426	263	112,520		(86,964)		117,132	91,413
135	Blackspot Works Reserve	20,194	94	58	10,000		0		30,288	20,252
201	Unspent Grans Reserve	1,080,648	0	0	0		(994,393)	(987,598)	86,255	93,050
		4,290,376	15,000	8,384	518,529	0	(2,121,526)	(1,476,496)	2,702,379	2,822,264

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-21 BUDGET		2020-21 AMENDED BUDGET		ESTIMATED ACTUAL 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
OPERATING SECTION						
GENERAL PURPOSE FUNDING	5,669,993	123,757	5,689,619	121,507	5,200,726	63,242
GOVERNANCE	369	1,157,838	16,409	1,156,733	104	630,900
LAW, ORDER & PUB. SAFETY	1,207,064	1,201,782	1,248,646	1,140,867	324,147	622,886
HEALTH	7,130	163,837	1,600	145,086	33	46,172
EDUCATION & WELFARE	5,859	195,474	5,859	189,940	396	136,861
HOUSING	24,045	21,939	19,891	23,329	12,848	23,148
COMMUNITY AMENITIES	1,050,920	1,839,597	1,046,750	1,861,399	988,224	1,021,204
RECREATION & CULTURE	3,331,402	3,166,098	3,372,541	3,135,039	187,424	1,484,648
TRANSPORT	1,950,001	4,043,433	1,547,389	4,016,862	389,049	2,293,783
ECONOMIC SERVICES	153,874	808,393	171,574	785,163	115,808	445,748
OTHER PROPERTY & SERVICES	144,926	88,803	245,528	182,841	153,447	154,866
SUB TOTAL - OPERATING	13,545,583	12,810,951	13,365,806	12,758,766	7,372,207	6,923,458
CAPITAL SECTION						
GOVERNANCE	13,000	293,200	15,455	253,200	15,455	58,166
LAW, ORDER & PUB. SAFETY	34,810	702,044	37,273	740,626	0	3,600
HOUSING	0	15,000	0	23,500	0	15,989
COMMUNITY AMENITIES	5,000	96,874	3,396	106,874	3,396	7,450
RECREATION & CULTURE	2,500	3,366,149	2,500	3,438,952	0	31,159
TRANSPORT	246,450	3,007,213	281,024	2,714,401	128,773	1,657,454
ECONOMIC SERVICES	13,000	47,686	17,578	41,845	17,578	42,123
OTHER PROPERTY & SERVICES	0	87,791	0	87,791	0	54,742
SUB TOTAL - CAPITAL	314,760	7,615,957	357,226	7,407,189	165,202	1,870,684
TOTAL	13,860,343	20,426,908	13,723,032	20,165,955	7,537,409	8,794,142

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>GENERAL PURPOSE FUNDING</u>						
RATES						
OPERATING INCOME						
1011910 General Rates	4,680,822		4,682,931		4,682,699	
1011810 Concessions	(9,434)		(9,434)		(9,434)	
1012010 Interest on Overdue Rates	14,500		14,500		14,236	
1012110 Back Rates Levied	1,000		1,000		1,037	
1012210 Reimbursements/Contributions	10,000		10,000		0	
1012310 Instalment Charges	0		0		0	
1012410 Instalment Plan Interest	9,000		9,000		8,597	
1012510 ESL Interest	775		775		721	
1012610 ESL Administration Fee	4,000		4,000		4,000	
1034010 Government Pension Interest	3,500		1,708		1,708	
1054830 Enquiry Fees	22,250		37,000		27,085	
OPERATING EXPENDITURE						
1011020 Administration & Finance Department		63,556		63,556		38,946
1011120 Administration & Finance Activity		8,885		8,885		5,290
1011420 Notice Printing & Distribution		9,250		8,000		7,584
1011520 Advertising & Promotion		1,930		930		600
1011620 Collection Costs		10,000		10,000		215
1012120 Written Off		100		100		0
1052220 Valuation Charges		16,000		16,000		2,698
1052420 Search Costs		100		100		0
1011220 BPOINT & BPAY Service		8,000		6,500		3,681
1011320 EFTPOS Service		5,000		6,500		4,025
OPERATING SUB TOTAL	4,736,413	122,821	4,751,480	120,571	4,730,650	63,039
TOTAL RATES	4,736,413	122,821	4,751,480	120,571	4,730,650	63,039

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>GENERAL PURPOSE FUNDING</u>						
OTHER GENERAL PURPOSE FUNDING						
OPERATING INCOME						
1023010 Grants Commission - General Purpose	582,849		590,879		295,440	
1023510 Grants Commission - Local Road Funding	295,731		306,260		153,130	
1036010 General Revenue Interest	30,000		26,000		13,164	
1037010 Reserves Interest Received	25,000		15,000		8,344	
OPERATING EXPENDITURE						
1021120 Administration & Finance Department		336		336		203
1021420 Consultants		500		500		0
1591420 Interest Paid		100		100		0
OPERATING SUB TOTAL	<u>933,580</u>	<u>936</u>	<u>938,139</u>	<u>936</u>	<u>470,077</u>	<u>203</u>
TOTAL OTHER GENERAL PURPOSE FUNDING	<u>933,580</u>	<u>936</u>	<u>938,139</u>	<u>936</u>	<u>470,077</u>	<u>203</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>GOVERNANCE</u>						
MEMBERS OF COUNCIL						
OPERATING EXPENDITURE						
1040020 Depreciation Furniture & Equipment		1,711	1,711		1,008	
1040120 Development Services Department		5,921	5,921		2,635	
1040220 Travel		9,547	6,047		3,618	
1040320 Conference & Seminar Expenses		10,750	5,750		539	
1040420 Election Expenses		1,417	917		562	
1040620 Allowances		98,890	98,890		57,102	
1040720 Legal Expenses		3,000	3,000		0	
1041220 Citizenships & Public Relations		250	250		137	
1041520 Insurance		6,864	6,864		6,864	
1041620 Subscriptions		10,960	10,960		10,378	
1042820 Other Related Costs		9,250	9,250		1,277	
1042920 Administration & Finance Activity		68,573	68,573		42,744	
1043020 Corporate Services Department		5,028	5,028		3,982	
1043120 D & I Management Department		21,420	21,420		12,273	
1043220 Community Services Department		37,412	37,412		22,279	
1043320 Publications & Legislation		1,170	1,170		1,170	
1043420 Training Programs		15,229	12,666		3,705	
1043620 Chief Executive Office Department		67,394	67,394		40,657	
1046720 Council Nomination Fees Refunded		0	0		0	
1040920 Consultants		3,500	3,500		4,018	
OPERATING INCOME						
1043930 Reimbursements	50		50		0	
1044030 Council Nomination Fees	0		0		0	
OPERATING SUB TOTAL	50	378,286	50	366,723	0	214,950
TOTAL MEMBERS OF COUNCIL	50	378,286	50	366,723	0	214,950

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>GOVERNANCE</u>						
OTHER GOVERNANCE						
OPERATING EXPENDITURE						
1050020 Strategic Planning		117,217		117,217		67,865
1050120 Development Services Department		22,010		22,010		10,202
1050620 Loss on Sale of Assets		4,000		1,545		1,545
1055020 Corporate Services Department		107,733		107,733		64,028
1055320 Community Services Department		15,937		15,937		9,469
1055120 D & I Management Department		30,750		30,750		16,320
1055420 Insight Newsletter		13,276		13,276		8,080
1055520 Refreshments (GST Claimable)		17,188		17,188		10,536
1055920 Shire Website		11,428		11,428		9,264
1056120 Chief Executive Office Department		319,572		322,342		182,288
1056220 Assistance with Tender Processes		10,000		10,000		0
1056520 Refreshments (GST Not Claimable)		5,150		5,150		3,819
1056620 Minor Furniture & Equipment		9,500		12,000		2,391
1056820 Civic Receptions & Events		13,869		11,812		6,085
1057820 Administration & Finance Activity		5,137		5,137		2,927
1056320 Australia Day Donation		1,000		1,000		0
1050060 Non-recurrent Projects		75,785		85,485		21,130
OPERATING INCOME						
1055030 Photocopying	200		200		15	
1055230 Minor Income	59		16,099		59	
1055730 Freedom of Information Income	60		60		30	
OPERATING SUB TOTAL	319	779,552	16,359	790,010	104	415,951
CAPITAL EXPENDITURE						
1055140 IT, Comms Equipment & Software		25,247		25,247		0
1055440 Plant Purchases		36,000		36,000		35,807
1055740 Building Renewals		186,953		146,953		20,909
1055840 Equipment Purchases		45,000		45,000		1,450
CAPITAL INCOME						
1045150 Sale of Plant	13,000		15,455		15,455	
CAPITAL SUB TOTAL	13,000	293,200	15,455	253,200	15,455	58,166
TOTAL OTHER GOVERNANCE	13,319	1,072,752	31,814	1,043,210	15,559	474,117

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>LAW, ORDER & PUBLIC SAFETY</u>						
FIRE PREVENTION						
OPERATING EXPENDITURE						
1060020 Depreciation		208,536		208,536		124,726
1060060 Non Recurrent Projects		154,940		154,940		89,778
1060220 Legal Expenses		1,000		1,000		0
1060320 Community Services Department		30,603		15,943		1,415
1060420 Plant Operation Cost Council		35,610		15,000		5,053
1060520 DFES Insurance		28,700		28,700		28,700
1060620 Bushfire Administration & Emergency		47,900		47,900		26,645
1060720 DFES Plant & Equipment Maintenance		4,600		4,600		3,741
1060820 DFES Other Goods & Services		10,125		26,400		7,676
1061120 Advertising & Printing		2,350		2,350		2,027
1061320 Shire Funded Fire Equipment		4,000		4,000		409
1061420 DFES Maintenance of Vehicles		109,870		98,470		41,856
1061520 Bush Fire Management Committee		800		800		142
1061620 DFES Minor Plant & Equipment		6,000		5,000		2,050
1061720 Fire Fighting Expenses		17,500		17,500		560
1061820 Loss on sale of asset		3,190		531		0
1062020 Hazard Reduction Works		41,897		51,897		25,199
1062520 Fire Brigades General Assistance		3,583		3,583		1,412
1063520 Community Emergency Services Manager		123,474		123,474		68,226
1063620 Other Brigade Expenditure		2,000		2,000		0
1064120 DFES Bushfire Brigades Building Op.		14,208		13,708		7,733
1064220 DFES Bushfire Brigades Building Maint.		11,000		11,000		6,089
1064320 DFES Protective Clothing		24,000		20,625		10,185
1064720 Emergency Services Coordinator		17,208		17,208		9,675
1064820 Administration & Finance Activity		51,879		51,879		30,898
1064920 Bridgetown Bushfire HQ Build Maint.		5,806		5,806		580
1065020 Bridgetown Bushfire HQ Build Op.		18,192		20,133		13,581
1065120 Council Bushfire Brigades Building Maint.		450		450		138
1065220 Council Bushfire Brigades Building Op.		81		81		81
1065320 Fire Prevention Unspent Grants		80,780		80,780		80,780
1060060 DFES Minor Plant & Equip Non-recurrent		0		0		48
OPERATING INCOME						
1063730 Other Grants & Contributions	89,084		89,084		39,026	
1063930 Hazard Reduction Fees & Charges	4,000		4,000		1,822	
1064030 Fines & Penalties	5,000		6,000		4,531	
1064430 Profit on Sale of Asset	0		0		0	
1064530 Brigade Reimbursements/Grants	7,000		7,000		0	
1064730 DFES Levy Grant	208,503		208,503		96,004	
1060070 DFES Levy Grants Non-recurrent	513,700		513,700		0	
1060170 Fire Prevention Grants Non-recurrent	235,720		274,302		156,969	
OPERATING SUB TOTAL	1,063,007	1,060,282	1,102,589	1,034,294	298,351	589,402

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>LAW, ORDER & PUBLIC SAFETY</u>						
<i>FIRE PREVENTION</i>						
CAPITAL EXPENDITURE						
1065540 Fire Equipment - Brigades		5,000		5,000		0
1065940 Purchase of Plant & Vehicles		41,900		41,900		0
1066140 Buildings New/Upgrades		529,900		568,482		3,600
CAPITAL INCOME						
1067950 Sale of Plant & Vehicles	4,810		7,273		0	
CAPITAL SUB TOTAL	<u>4,810</u>	<u>576,800</u>	<u>7,273</u>	<u>615,382</u>	<u>0</u>	<u>3,600</u>
TOTAL FIRE PREVENTION	<u>1,067,817</u>	<u>1,637,082</u>	<u>1,109,862</u>	<u>1,649,676</u>	<u>298,351</u>	<u>593,002</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>LAW, ORDER & PUBLIC SAFETY</u>						
ANIMAL CONTROL						
OPERATING EXPENDITURE						
1070220 Community Services Department		56,702		30,075		5,125
1070420 Animal Control Administration		15,635		15,635		9,460
1070720 Impounding Costs		4,659		4,659		578
1070820 Animal License Tags/Renewals		1,500		1,500		543
1070920 Court & Legal Costs		2,000		2,000		0
1072820 Other Expenses		2,000		2,000		908
1070060 Non-recurrent Projects		1,697		1,697		0
OPERATING INCOME						
1074030 Fines & Penalties	4,000		4,000		2,528	
1074230 Dog Registration Fees	15,500		15,500		14,171	
1074330 Other Fees & Charges	200		200		61	
1074430 Impounded Stock	50		50		0	
1074630 Cat Registration Fees	2,000		3,000		2,312	
OPERATING SUB TOTAL	<u>21,750</u>	<u>84,193</u>	<u>22,750</u>	<u>57,566</u>	<u>19,071</u>	<u>16,614</u>
TOTAL ANIMAL CONTROL	<u>21,750</u>	<u>84,193</u>	<u>22,750</u>	<u>57,566</u>	<u>19,071</u>	<u>16,614</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>LAW, ORDER & PUBLIC SAFETY</u>						
OTHER LAW, ORDER & PUBLIC SAFETY						
OPERATING EXPENDITURE						
1080020 Depreciation		13,490		13,490		8,599
1080120 Community Safety & Crime Prevention		1,109		1,109		109
1080220 Communiyt Services Department		18,245		9,945		703
1080820 Bridgetown SES Assistance		14,833		14,833		3,338
1080920 Bridgetown SES Building Maintenance		2,500		2,500		147
1081020 Bridgetown SES Building Operation		5,130		5,130		3,280
1081420 Impounding Vehicles		500		500		92
1081620 Fines & Enforcement Registry Fees		1,500		1,500		602
1080060 Bridgetown SES Non-current Projects		0		0		0
OPERATING INCOME						
1080030 Profit on Sale of Asset	3,000		3,000		0	
1080530 Charges for Impounded Vehicles	750		750		0	
1080730 SES Operating Grant	22,463		22,463		5,371	
1080930 Fees & Charges	50		50		0	
1081030 Fines & Enforcement Reimbursement	800		1,800		1,353	
1080070 SES Non-recurrent Grants	95,244		95,244		0	
OPERATING SUB TOTAL	122,307	57,307	123,307	49,007	6,725	16,870
CAPITAL EXPENDITURE						
1080040 SES Furniture & Equipment		12,617		12,617		0
1080140 SES Building		5,222		5,222		0
1080340 SES Equipment		5,305		5,305		0
1080240 Plant Purchases		102,100		102,100		0
CAPITAL INCOME						
1080150 Sale of Plant	30,000		30,000		0	0
CAPITAL SUB TOTAL	30,000	125,244	30,000	125,244	0	0
TOTAL OTHER LAW, ORDER & PUBLIC SAFETY	152,307	182,551	153,307	174,251	6,725	16,870

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>HEALTH</u>						
MATERNAL & INFANT HEALTH						
OPERATING EXPENDITURE						
1110220 Maternal & Infant Health Service Agree.		6,000		6,000		0
OPERATING SUB TOTAL	0	6,000	0	6,000	0	0
TOTAL MATERNAL & INFANT HEALTH	0	6,000	0	6,000	0	0

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>HEALTH</u>						
PREVENTATIVE SERVICES - INSPECT/ADMIN						
OPERATING EXPENDITURE						
1140120 Development Services Department		125,253		109,949		38,762
1140320 Executive Support - D & I Management		11,385		11,385		6,809
1140620 Other Minor Costs		1,800		1,800		0
1140060 Non-recurrent Projects		10,000		10,000		0
OPERATING INCOME						
1144830 Health Act Licenses (GST Free)	7,030		1,500		33	
1144130 Health Act Charges (Inc GST)	100		100		0	
OPERATING SUB TOTAL	<u>7,130</u>	<u>148,438</u>	<u>1,600</u>	<u>133,134</u>	<u>33</u>	<u>45,571</u>
TOTAL PREV. SERVICES - INSPECTION/ADMIN	<u>7,130</u>	<u>148,438</u>	<u>1,600</u>	<u>133,134</u>	<u>33</u>	<u>45,571</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>HEALTH</u>						
<i>PREVENTATIVE SERVICES - PEST CONTROL</i>						
OPERATING EXPENDITURE						
1150120 Development Services Department		408		408		0
1150220 Other Minor Costs		200		200		0
OPERATING SUB TOTAL	<u>0</u>	<u>608</u>	<u>0</u>	<u>608</u>	<u>0</u>	<u>0</u>
<i>TOTAL PREV. SERVICES - PEST CONTROL</i>	<u>0</u>	<u>608</u>	<u>0</u>	<u>608</u>	<u>0</u>	<u>0</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>HEALTH</u>						
PREVENTATIVE SERVICES - OTHER						
OPERATING EXPENDITURE						
1160220 Development Services Department		6,791		3,344		0
1160520 Analytical Expenses		2,000		2,000		601
OPERATING SUB TOTAL	0	8,791	0	5,344	0	601
TOTAL PREVENTATIVE SERVICES - OTHER	0	8,791	0	5,344	0	601

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>EDUCATION & WELFARE</u>						
<i>OTHER EDUCATION</i>						
OPERATING EXPENDITURE						
1057420 Bridgetown CRC - Building Maintenance		5,331		3,131		3,142
1057520 Bridgetown CRC - Building Operation		19,871		19,871		12,752
1100720 School Awards & Certificates		365		365		100
1101320 Administration & Finance Activity		428		428		244
OPERATING INCOME						
1100030 Fees & Charges/Reimbursements	859		859		396	
OPERATING SUB TOTAL	859	25,995	859	23,795	396	16,238
TOTAL OTHER EDUCATION	859	25,995	859	23,795	396	16,238

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>EDUCATION & WELFARE</u>						
CARE OF FAMILIES & CHILDREN						
OPERATING EXPENDITURE						
1180220 Bridgetown Family & Community Centre		8,000		8,000		8,000
1180520 Community Planning Develop Projects		39,118		39,118		24,078
1180820 Service Agreements		10,000		10,000		10,000
OPERATING SUB TOTAL	<u>0</u>	<u>57,118</u>	<u>0</u>	<u>57,118</u>	<u>0</u>	<u>42,078</u>
TOTAL CARE OF FAMILIES & CHILDREN	<u>0</u>	<u>57,118</u>	<u>0</u>	<u>57,118</u>	<u>0</u>	<u>42,078</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>EDUCATION & WELFARE</u>						
<i>AGED & DISABLED - OTHER</i>						
OPERATING EXPENDITURE						
1190020 Service Agreements & Community Grants		30,000		30,000		30,000
1190420 Disability Services		15,394		15,394		8,937
1190620 Seniors Programmes		30,589		30,589		12,009
OPERATING INCOME						
1194330 Other Recurrent Grants	5,000		5,000		0	
OPERATING SUB TOTAL	<u>5,000</u>	<u>75,983</u>	<u>5,000</u>	<u>75,983</u>	<u>0</u>	<u>50,946</u>
<i>TOTAL AGED & DISABLED OTHER</i>	<u>5,000</u>	<u>75,983</u>	<u>5,000</u>	<u>75,983</u>	<u>0</u>	<u>50,946</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>EDUCATION & WELFARE</u>						
OTHER WELFARE						
OPERATING EXPENDITURE						
1220120 Community Services Department		3,767		3,767		2,353
1221220 Community Grants & Service Agreements		2,231		2,231		0
1220060 Youth Non-recurrent Projects		30,380		27,046		25,246
OPERATING SUB TOTAL	0	36,378	0	33,044	0	27,599
TOTAL OTHER WELFARE	0	36,378	0	33,044	0	27,599

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>HOUSING</u>						
OTHER HOUSING						
OPERATING EXPENDITURE						
1240220 Building Maintenance		5,913		7,303		7,923
1240120 Building Operation		24,842		24,842		14,853
1241220 Administration & Finance Activity		653		653		372
1242020 Less Staff Housing Costs Recovered		(9,469)		(9,469)		0
OPERATING INCOME						
1240530 Rent - 144 Hampton Street	11,440		9,680		7,040	
1240630 Rent - 146 Hampton Street	6,240		6,240		3,840	
1240830 Rent - 31 Gifford Road	5,280		2,886		1,286	
1244030 Staff Housing Reimbursements	1,085		1,085		683	
OPERATING SUB TOTAL	24,045	21,939	19,891	23,329	12,848	23,148
CAPITAL EXPENDITURE						
1240140 Staff Housing Building Upgrades		15,000		23,500		15,989
CAPITAL SUB TOTAL		15,000		23,500		15,989
TOTAL OTHER HOUSING	24,045	36,939	19,891	46,829	12,848	39,138

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
SANITATION - GENERAL REFUSE						
OPERATING EXPENDITURE						
1250020 Depreciation		51,952		51,952		31,749
1250220 Refuse Collection		192,116		195,173		118,719
1250320 Bridgetown Refuse Site Management		297,484		310,484		184,234
1250720 Bridgetown Refuse Building Maintenance		1,921		1,921		97
1250820 Bridgetown Refuse Building Operation		1,501		1,501		2,036
1250620 G'bushes Transfer Station Management		19,630		19,630		8,746
1250420 Refuse Recycling		94,658		102,200		60,898
1250920 Recycling Collection		129,687		129,687		77,253
1251020 South West Regional Waste Strategy		3,502		3,502		1,629
1251320 Bridgetown Landfill Site Loans		10,988		10,988		6,145
1251420 Purchase of Recycle Bins		5,000		5,000		0
1250060 Non-recurrent Projects		50,000		50,000		0
OPERATING INCOME						
1254130 Refuse Collection Charges	138,985		138,985		139,059	
1254230 Multiple Services Collection Charges	54,131		55,624		55,816	
1255030 User Pay Charges	7,400		3,500		2,013	
1254330 Landfill Site Maintenance Rate	604,945		604,945		605,281	
1254530 Landfill Site Maintenance Concessions	(15,895)		(14,212)		(14,212)	
1255130 Recycling Subsidies & Royalties	36,000		38,022		21,803	
1254930 Kerbside Recycling Charges	134,260		134,260		134,115	
1255330 Site Facility Rental	4,680		4,680		1,255	
1255230 Profit on Sale of Asset	2,600		982		982	
OPERATING SUB TOTAL	967,106	858,439	966,786	882,038	946,111	491,506
CAPITAL EXPENDITURE						
1255040 Waste Facilities Infrastructure		50,000		50,000		0
CAPITAL INCOME						
1255050 Sale of Plant and Vehicles	5,000		3,396		3,396	
CAPITAL SUB TOTAL	5,000	50,000	3,396	50,000	3,396	0
TOTAL SANITATION - GENERAL REFUSE	972,106	908,439	970,182	932,038	949,507	491,506

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
SANITATION - OTHER						
OPERATING EXPENDITURE						
1260320 Refuse Collection From Streets		42,444		42,444		18,693
1260620 Litter Control		2,309		2,309		67
OPERATING INCOME						
1264030 Litter Fines	200		200		0	
OPERATING SUB TOTAL	200	44,753	200	44,753	0	18,760
TOTAL SANITATION - OTHER	200	44,753	200	44,753	0	18,760

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
SEWERAGE						
OPERATING EXPENDITURE						
1270020 Liquid Waste Pit Depreciation		15,121		15,121		9,241
1270220 Septic Tank Inspections		13,584		19,839		10,030
1260820 Waste Facilities		4,402		4,402		2,026
1270060 Non-recurrent Projects		13,000		13,000		0
OPERATING INCOME						
1274230 Septic Tank Inspection Fees	4,000		4,000		2,682	
1274430 Septic Tank Application Fees	4,500		4,500		2,950	
1274330 Waste Disposal Fees	16,000		9,000		1,336	
OPERATING SUB TOTAL	<u>24,500</u>	<u>46,107</u>	<u>17,500</u>	<u>52,362</u>	<u>6,968</u>	<u>21,297</u>
TOTAL SEWERAGE	<u>24,500</u>	<u>46,107</u>	<u>17,500</u>	<u>52,362</u>	<u>6,968</u>	<u>21,297</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
URBAN STORM WATER DRAINAGE						
OPERATING EXPENDITURE						
1390420 Drainage Maintenance		195,625		202,459		127,200
1390820 Drainage Depreciation		93,024		93,024		56,583
1391820 Administration & Finance Activity		5,453		5,453		3,107
OPERATING INCOME						
1280030 Drainage Grants & Contributions	11,364		11,364		0	
OPERATING SUB TOTAL	<u>11,364</u>	<u>294,102</u>	<u>11,364</u>	<u>300,936</u>	<u>0</u>	<u>186,890</u>
CAPITAL EXPENDITURE						
1280040 Drainage Construction		40,374		40,374		7,450
CAPITAL SUB TOTAL	<u>0</u>	<u>40,374</u>	<u>0</u>	<u>40,374</u>	<u>0</u>	<u>7,450</u>
TOTAL URBAN STORM WATER DRAINAGE	<u>11,364</u>	<u>334,476</u>	<u>11,364</u>	<u>341,310</u>	<u>0</u>	<u>194,340</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
<u>PROTECTION OF ENVIRONMENT</u>						
OPERATING EXPENDITURE						
1290520 Blackwood NRM Project		43,054		43,054		21,527
1290620 Development Services Department		12,004		12,004		6,573
1290720 Other Costs		200		200		0
1290820 Chief Executive Office Department		3,485		3,485		2,101
1290920 Protection of Environ. Contract Officer		5,000		5,000		4,795
1290060 Non-recurrent Projects		10,000		10,000		0
OPERATING INCOME						
1290830 Other Revenue	0		0		0	
OPERATING SUB TOTAL	0	73,743	0	73,743	0	34,996
<u>TOTAL PROTECTION OF ENVIRONMENT</u>	0	73,743	0	73,743	0	34,996

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
TOWN PLANNING/REGIONAL DEVELOPMENT						
OPERATING EXPENDITURE						
1300120 Development Services Department		189,651		173,102		109,251
1300520 Executive Support - D & I Management		11,385		11,385		6,916
1300820 Other Costs		5,000		5,000		669
1300920 Chief Executive Office Department		4,832		4,832		2,901
1301020 LPS 6 - P & E Department		31,388		31,388		16,918
1301920 LPS 6 - CEO Department		2,905		2,905		1,743
1301220 LPS 6 - Advertising & Consultants		17,670		37,670		1,365
1300420 Rural Street Numbering		2,527		2,527		1,627
1300720 Urban Street Numbering		2,327		2,327		1,645
1302320 Planning Application Assessment		5,240		5,240		2,647
1303020 Road Rationalisation & Land Transfer		11,000		7,000		0
OPERATING INCOME						
1304330 Town Planning Application Fees	30,000		35,000		26,109	
1304530 Sub Division Clearance Charges	500		500		146	
1304830 Other Planning Fees & Charges	500		500		293	
OPERATING SUB TOTAL	<u>31,000</u>	<u>283,925</u>	<u>36,000</u>	<u>283,376</u>	<u>26,548</u>	<u>145,680</u>
TOTAL TOWN PLANNING/REGIONAL DEVELOP.	<u>31,000</u>	<u>283,925</u>	<u>36,000</u>	<u>283,376</u>	<u>26,548</u>	<u>145,680</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
OTHER COMMUNITY AMENITIES						
OPERATING EXPENDITURE						
1310020 Cemeteries - P&G Grounds Maint.		17,300	15,800		6,544	
1310120 Cemeteries - CEO Department		9,200	9,200		5,783	
1310220 Cemeteries - Grave Digging		4,500	4,500		1,240	
1310420 Cemeteries - Building Maint.		766	766		877	
1310520 Public Conveniences - Building Maint.		28,614	26,114		11,418	
1310920 Cemetery & Memorial Plaques		4,750	4,750		1,732	
1311020 Cemeteries - Building Ops		6,130	6,130		2,503	
1311220 Public Conveniences - Building Ops		121,649	120,624		71,460	
1312120 Building Operations		329	329		298	
1312320 Administration & Finance Activity		1,848	1,848		1,053	
1312920 Community Bus		38,207	30,795		16,707	
1313120 Other Building Maint.		5,235	3,335		2,460	
OPERATING INCOME						
1310930 Cemetery & Memorial Plaques	4,750		4,750		1,632	
1314030 Cemetery Fees & Charges (GST Free)	500		500		718	
1314130 Cemetery Fees & Charges (Inc GST)	8,000		8,000		5,426	
1314530 Community Bus Fees & Charges	3,500		1,650		821	
OPERATING SUB TOTAL	16,750	238,528	14,900	224,191	8,597	122,075
CAPITAL EXPENDITURE						
1310740 Other Community Amenities - Infrast.		6,500	6,500		0	
1310340 Blackwood River Park Toilets		0	10,000		0	
CAPITAL SUB TOTAL	0	6,500	0	16,500	0	0
TOTAL OTHER COMMUNITY AMENITIES	16,750	245,028	14,900	240,691	8,597	122,075

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>PUBLIC HALLS - CIVIC CENTRES</u>						
OPERATING EXPENDITURE						
1320020 Depreciation		337		337		198
1320120 Building Maintenance		28,677		24,612		8,766
1320220 Building Operations		107,191		107,191		61,014
OPERATING INCOME						
1324130 Civic Centre Hire Charges	6,000		4,315		4,244	
1324230 Greenbushes Hall Hire Charges	2,000		500		155	
1324730 Yornup Hall Fees & Charges	9		9		9	
1324330 Civic Centre Grants/Contributions	435,148		435,148		0	
OPERATING SUB TOTAL	443,157	136,205	439,972	132,140	4,408	69,979
CAPITAL EXPENDITURE						
1322040 Building Renewals		687,226		687,226		6,948
CAPITAL SUB TOTAL		687,226		687,226		6,948
TOTAL PUBLIC HALLS - CIVIC CENTRES	443,157	823,431	439,972	819,366	4,408	76,927

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>SWIMMING AREAS & BEACHES</u>						
OPERATING EXPENDITURE						
1331120 Greenbushes Pool Building Maintenance		5,221		5,221		0
1331220 Greenbushes Pool Building Operation		6,282		7,282		3,211
OPERATING SUB TOTAL	<u>0</u>	<u>11,503</u>	<u>0</u>	<u>12,503</u>	<u>0</u>	<u>3,211</u>
TOTAL SWIMMING AREAS & BEACHES	<u>0</u>	<u>11,503</u>	<u>0</u>	<u>12,503</u>	<u>0</u>	<u>3,211</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>OTHER RECREATION & SPORT</u>						
OPERATING EXPENDITURE						
1340020 Pool Infrastructure Depreciation		61,034		59,555		36,395
1340220 Strategic Plan		9,836		9,836		5,716
1340320 Administration Salaries & Costs		72,592		73,842		48,731
1340420 Bridgetown Facilities Building Operations		58,932		57,899		33,997
1340520 Leisure Centre Building Maintenance		55,709		44,809		15,967
1340620 Greenbushes Facilities Building Maint.		13,427		27,427		9,872
1340720 Greenbushes Facilities Build. Operations		33,495		33,495		21,431
1340820 Leisure Centre Grounds Maintenance		21,965		21,965		16,445
1340920 Other Recreation & Sport Loans		299		299		198
1341020 Parks & Gardens Grounds Maintenance		491,744		465,088		241,271
1341620 Walk Trails, Trails & Paths		43,908		43,908		22,901
1342020 Leisure Centre Building Operation		342,849		335,452		200,117
1342420 Bridgetown Facilities Build. Maintenance		23,115		21,315		18,456
1343120 Gym Equipment Lease		28,059		28,059		16,634
1344820 Depreciation - Parks & Ovals		149,258		151,101		92,340
1345520 Leisure Centre - Programs		2,815		2,815		869
1345720 Leisure Centre - Vending & Kiosk		22,500		16,000		7,648
1345820 Leisure Centre - Admin & Finance Activity		49,536		49,536		28,592
1346020 Leisure Centre - Other Costs		3,350		5,500		2,530
1346120 Leisure Centre - Minor Equipment		28,965		28,644		18,284
1347120 P&G Minor Building & Structures Maint.		22,935		22,935		16,576
1348320 Leisure Centre Mgt.- Community Services		46,662		46,662		29,599
1346620 Community Grants		7,850		7,850		2,600
1344520 Regional Bridle Trail		71,591		71,591		25,484
1349220 Community Gardens Building Operation		6,505		6,505		1,657
1349320 Community Gardens Building Maint.		2,738		2,738		2,323
1348920 Service Agreements		5,000		5,000		0
1349120 Recreation Officers		65,438		65,438		39,196
1349520 Administration & Finance Activity		25,957		25,957		14,791
1349720 Swimming Pool Chemicals		9,500		12,000		8,534
1342920 Aquatic Co-ordinators & Lifeguards		105,041		105,041		55,901
1349820 Health & Fitness Program Staff		47,986		47,986		20,113
1349920 Leisure Centre Loans		65,595		65,595		33,091
1340060 Leisure Centre Non-recurrent Projects		18,225		18,225		700
1340160 P&G Non-recurrent Projects		46,000		47,000		20,364
1340260 Rec Facilities Non-recurrent Projects		99,348		113,848		8,254
OPERATING INCOME						
1343830 Utilities Reimbursements	7,600		7,600		6,669	
1344130 Bridgetown Sporting Clubs Rental Charges	967		967		1,301	
1344630 Property & Reserves Hire Fees	500		500		0	
1345730 Leisure Centre - Gymnasium Income	25,000		53,000		35,946	
1345930 Leisure Centre - Rental Of Rooms	35,000		49,000		31,247	
1344830 Leisure Centre - Vending (GST Free)	2,000		2,000		1,045	

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>OTHER RECREATION & SPORT</u>						
OPERATING INCOME (CONTINUED)						
1346030 Leisure Centre - Vending	29,925		19,300		9,097	
1340130 Rose Street Lease	5,760		5,760		3,360	
1343530 Leisure Centre - Pool Entrance	80,000		73,000		53,263	
1343630 Leisure Centre - Learn to Swim Programs	5,000		1,248		1,248	
1343730 Leisure Centre - Aqua Aerobics	3,000		0		0	
1344030 Leisure Centre - Term Programs	15,000		15,000		11,117	
1344230 Grants	1,422,594		1,452,647		5,414	
1344530 Contributions & Reimbursements	147,039		147,039		1,372	
1346330 Sale of 24hr Gym Fobs	3,750		5,000		2,795	
1346630 Leisure Centre - Grants & Contributions	30,738		29,463		1,063	
1346830 Donations (GST Free)	3,850		5,850		3,407	
1344430 Profit on Sale of Asset	500		500		0	
OPERATING SUB TOTAL	1,818,223	2,159,759	1,867,874	2,140,916	168,343	1,117,576
CAPITAL EXPENDITURE						
1345140 Building Renewals		189,706		199,456		3,149
1345240 Other Rec & Sport Plant Purchases		8,000		8,000		0
1345440 P & G Infrastructure Renewals		13,103		13,103		0
1346640 New Equipment		9,000		9,000		0
1348340 Equipment Renewal		10,700		10,700		10,809
1349140 Infrastructure/Other/New		1,720,414		1,783,467		5,253
CAPITAL INCOME						
1346750 Sale of Plant & Equipment	2,500		2,500		0	
CAPITAL SUB TOTAL	2,500	1,950,923	2,500	2,023,726	0	19,211
TOTAL OTHER RECREATION AND SPORT	1,820,723	4,110,682	1,870,374	4,164,642	168,343	1,136,787

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>TELEVISION & RADIO RE-BROADCASTS</u>						
OPERATING EXPENDITURE						
1120320 SBS TV Tower Building Operation		4,234		4,234		3,223
1120220 SBS TV Tower Building Maintenance		383		383		146
OPERATING SUB TOTAL	<u>0</u>	<u>4,617</u>	<u>0</u>	<u>4,617</u>	<u>0</u>	<u>3,369</u>
TOTAL TELEVISION & RADIO BROADCASTS	<u>0</u>	<u>4,617</u>	<u>0</u>	<u>4,617</u>	<u>0</u>	<u>3,369</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
LIBRARIES						
OPERATING EXPENDITURE						
1360320 Salaries & Staff Costs		134,111		130,880		73,699
1360220 Administration & Finance Activity		37,321		37,321		28,374
1361120 Insurance		2,268		2,268		2,407
1361020 Book Exchange Expenses		1,860		1,860		1,356
1361320 Lost & Damaged Books		350		350		0
1360420 Minor Items & Supplies		3,250		2,250		117
1360620 Subscriptions		1,000		2,400		1,737
1360720 Book Acquisitions		500		500		82
1360120 Management & Services		35,355		35,355		24,547
1361920 Building Operation		122,783		118,563		67,037
1362020 Building Maintenance		13,624		14,624		9,986
1360820 Furniture & Equipment Depreciation		7,921		7,921		4,454
1362220 Grounds Maintenance		11,125		11,125		3,621
1362320 Vending Costs		2,184		2,184		1,061
1362420 Library Programs & Activities		800		800		198
1362520 Computer Licences		5,884		5,884		3,137
1361720 Library Consortia Admin Support		1,500		1,500		1,463
1360060 Library Non-recurrent projects		16,000		16,000		1,077
OPERATING INCOME						
1054430 Photocopying Charges	1,750		1,750		719	
1363330 Coffee Machine Sales	2,500		2,500		1,051	
1363430 Book Sales	1,000		1,000		931	
1363730 Book Club Income	500		500		77	
1363830 Other Minor Revenue	8,350		3,023		2,717	
1364130 Lost & Damaged Books Reimbursements	250		250		72	
1360070 Library Non-recurrent Grants	14,500		14,500		0	
OPERATING SUB TOTAL	28,850	397,836	23,523	391,785	5,567	224,353
CAPITAL EXPENDITURE						
1365540 Library Building Renewals		6,000		6,000		5,000
CAPITAL SUB TOTAL	0	6,000	0	6,000	0	5,000
TOTAL LIBRARIES	28,850	403,836	23,523	397,785	5,567	229,353

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
HERITAGE						
OPERATING EXPENDITURE						
1350320 Assessment Consultancy		3,500	3,500			0
1350420 Building Maintenance		17,981	17,981			9,162
1350520 Building Operations		27,746	27,746			16,492
1351820 Community Grants & Service Agreements		8,400	8,400			8,400
1352820 Municipal Heritage Precinct & Inventory		8,713	8,713			4,746
1350060 Heritage Non-recurrent Projects		342,000	342,000			0
OPERATING INCOME						
1353430 Yornup School Fees & Charges/Reimb.	859		859		639	
1353730 Greenbushes Court House Hire Charges	750		750		0	
1353630 Heritage Building Grants	1,031,000		1,031,000		0	
OPERATING SUB TOTAL	1,032,609	408,340	1,032,609	408,340	639	38,800
CAPITAL EXPENDITURE						
1350040 Heritage Building Renewals		722,000	722,000			0
CAPITAL SUB TOTAL	0	722,000	0	722,000	0	0
TOTAL HERITAGE	1,032,609	1,130,340	1,032,609	1,130,340	639	38,800

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>OTHER CULTURE</u>						
OPERATING EXPENDITURE						
1370820 Arts & Culture - Community Service Dept.		17,362		17,362		10,445
1371020 Arts & Culture Programs		2,100		0		0
1371120 Art Acquisitions		1,000		0		0
1372120 Community Grants		880		880		164
1372320 Summer Evening Films Festival		11,653		11,653		5,005
1372420 Public Art Strategy Implementation		7,480		7,480		4,382
1370060 Non-recurrent Projects		7,363		7,363		7,364
OPERATING INCOME						
1373930 Fees & Charges	1,200		1,200		1,104	
1370070 Non-recurrent Grants	7,363		7,363		7,364	
OPERATING SUB TOTAL	<u>8,563</u>	<u>47,838</u>	<u>8,563</u>	<u>44,738</u>	<u>8,468</u>	<u>27,360</u>
TOTAL OTHER CULTURE	<u>8,563</u>	<u>47,838</u>	<u>8,563</u>	<u>44,738</u>	<u>8,468</u>	<u>27,360</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>TRANSPORT</u>						
STREETS ROAD CONSTRUCTION						
CAPITAL EXPENDITURE						
1380140 Winnejup Rd - Regional Road Group		375,000		375,000		244,629
1386040 Footpath Construction		10,000		5,000		0
1380440 Roads to Recovery		449,780		444,041		98,838
1380840 Kerbing		8,000		8,000		0
1387740 Bridge Construction Works		1,094,582		673,220		631,198
1381440 Depot Buildings Renewals		17,261		28,717		3,717
1386940 Road Construction/Recon Council Funded		20,000		20,000		0
CAPITAL INCOME						
1381630 Roads to Recovery Grant	423,704		417,965		87,255	
1395430 Bridge Grants	1,094,582		673,220		0	
1395530 RRG & Main Roads Grants	250,000		250,000		115,973	
CAPITAL SUB TOTAL	<u>1,768,286</u>	<u>1,974,623</u>	<u>1,341,185</u>	<u>1,553,978</u>	<u>203,229</u>	<u>978,382</u>
TOTAL STREETS ROAD CONSTRUCTION	<u>1,768,286</u>	<u>1,974,623</u>	<u>1,341,185</u>	<u>1,553,978</u>	<u>203,229</u>	<u>978,382</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021		
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND	
	\$	\$	\$	\$	\$	\$	
<u>TRANSPORT</u>							
STREETS ROAD MAINTENANCE							
OPERATING EXPENDITURE							
1390020	Depreciation - Roads	1,964,296	1,985,568	1,213,403			
1391020	Depreciation - Bridges	178,596	178,596	109,142			
1391120	Depreciation - Footpaths	63,570	63,570	38,848			
1391220	Depreciation - Other Infrastructure	24,790	24,790	15,691			
1391720	Staff Housing Costs	9,469	9,469	0			
1391920	Administration & Finance Activity	180,284	150,953	102,727			
1392020	Gravel Pits	18,195	18,195	0			
1390520	Crossover Contributions	18,858	18,858	7,772			
1390320	Bridgetown Depot Building Maintenance	7,783	6,283	2,386			
1393020	Bridgetown Depot Building Operation	29,949	28,599	15,714			
1390120	Road Maintenance	949,907	967,311	537,664			
1390220	Verge Maintenance	396,540	343,339	150,574			
1392220	Loss on Sale of Assets	8,050	12,185	12,185			
1390720	General Bridge Maintenance	116,445	116,445	60,588			
1394420	Signs - Private Directional	500	500	0			
1394020	Design & Preliminary Planning	60,154	60,154	20,510			
1394120	Design & Preliminary Planning Allocated	(40,154)	(40,154)	0			
1395020	School Bus Route Inspections	6,741	6,741	2,402			
1393820	Two Way Radio Tower	1,205	1,205	1,214			
OPERATING INCOME							
1394330	Fees & Charges/Private Signs	750	750	0			
1395230	Regional Road Direct Grant	163,915	163,915	163,505			
1394530	Profit on Sale of Assets	2,000	18,592	5,079			
1394830	Temporary Heavy Haulage Permit Fees	3,400	3,400	1,794			
1398430	Engineering Supervision Contributions	200	8,097	8,097			
1395930	Road Closure Plan Approval Fees	1,300	1,300	292			
1398230	Contributions to Road Upgrades	10,000	10,000	6,988			
OPERATING SUB TOTAL		181,565	3,995,178	206,054	3,952,607	185,755	2,290,818
TOTAL STREETS ROAD MAINTENANCE		181,565	3,995,178	206,054	3,952,607	185,755	2,290,818

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>TRANSPORT</u>						
ROAD PLANT PURCHASES						
CAPITAL EXPENDITURE						
1400040 Road Plant Purchases		902,090		1,042,794		651,794
1405040 Plant Works & Services Fleet Vehicles		125,500		117,629		27,278
1403740 Sundry Equipment Items		5,000		0		0
CAPITAL INCOME						
1401450 Sale of Works & Services Light Fleet	39,950		62,524		7,273	
1400450 Sale of Road Plant	206,500		218,500		121,500	
1404650 Sale of Sundry Equipment	0		0		0	
CAPITAL SUB TOTAL	<u>246,450</u>	<u>1,032,590</u>	<u>281,024</u>	<u>1,160,423</u>	<u>128,773</u>	<u>679,072</u>
TOTAL ROAD PLANT PURCHASES	<u>246,450</u>	<u>1,032,590</u>	<u>281,024</u>	<u>1,160,423</u>	<u>128,773</u>	<u>679,072</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>TRANSPORT</u>						
<u>PARKING FACILITIES</u>						
OPERATING EXPENDITURE						
1410520 Parking Control - Community Serv. Dept		7,046		3,046		19
1411520 Parking Signs & Marking Bays		3,071		3,071		692
1410060 Non-recurrent Projects		32,890		52,890		952
OPERATING INCOME						
1414030 Fines & Penalties	50		50		65	
OPERATING SUB TOTAL	50	43,007	50	59,007	65	1,663
TOTAL PARKING FACILITIES	50	43,007	50	59,007	65	1,663

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>TRANSPORT</u>						
TRAFFIC CONTROL						
OPERATING EXPENDITURE						
1395820 Road Wise Committee		4,248		4,248		1,301
OPERATING INCOME						
1424530 Road Wise Grants/Contributions	100		100		0	
OPERATING SUB TOTAL	100	4,248	100	4,248	0	1,301
TOTAL TRAFFIC CONTROL	100	4,248	100	4,248	0	1,301

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>TRANSPORT</u>						
AERODROMES						
OPERATING EXPENDITURE						
1430120 Aerodromes Manjimup Airfield		1,000		1,000		0
OPERATING SUB TOTAL	0	1,000	0	1,000	0	0
TOTAL AERODROMES	0	1,000	0	1,000	0	0

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>ECONOMIC SERVICES</u>						
TOURISM & AREA PROMOTION						
OPERATING EXPENDITURE						
1460120 Community Services Department		10,464		10,464		6,567
1460520 Information Bays Grounds Maintenance		15,540		15,540		7,812
1460920 Service Agreements & Community Grants		8,096		6,541		3,633
1461220 Events & Festivals		5,462		5,462		1,652
1462120 Christmas Street Party		1,500		1,500		837
1460820 Visitor Centre Building Maintenance		8,892		7,392		1,201
1461420 Visitor Centre Building Operation		65,203		65,203		36,392
1461520 Bridgetown Septage Dump Point		4,000		4,000		218
1462220 Btwn. Rotary Club - Blackwood Marathon		5,000		5,000		0
1462320 VC Administration & Finance Activity		27,424		22,424		12,239
1462420 Visitor Centre Salaries & Staff Costs		86,312		86,312		50,124
1462520 Visitor Centre Stock		5,000		5,000		1,806
1462620 Visitor Centre Marketing		1,000		1,000		0
1463220 Visitor Centre Minor Furniture & Equip.		150		150		0
1463420 Community Services Department		52,063		52,063		32,634
1463620 Administration & Finance Activity		901		901		514
1460060 Non-recurrent Projects		99,949		96,754		62,165
OPERATING INCOME						
1460030 Visitor Centre Counter Sales	8,500		10,000		6,604	
1460130 Visitor Centre Counter Sales (GST Free)	500		500		287	
1460330 Visitor Centre Accom. Commissions	12,000		14,000		7,976	
1460530 Visitor Centre Bus Tickets Commissions	3,000		1,200		770	
1460630 Visitor Centre Various Other Commissions	750		750		264	
1460730 Visitor Centre Display Fees	1,500		0		0	
1460930 Visitor Centre Jigsaw Gallery	2,500		5,000		3,391	
1461030 Visitor Centre Memberships	5,730		5,730		5,220	
1460830 Visitor Centre Room Rental	3,473		3,473		1,736	
OPERATING SUB TOTAL	37,953	396,956	40,653	385,706	26,247	217,793
CAPITAL EXPENDITURE						
1460540 Tourism Infrastructure Other Upgrades		47,686		41,845		42,123
CAPITAL SUB TOTAL	0	47,686	0	41,845	0	42,123
TOTAL TOURISM & AREA PROMOTION	37,953	444,642	40,653	427,551	26,247	259,916

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>ECONOMIC SERVICES</u>						
BUILDING CONTROL						
OPERATING EXPENDITURE						
1470120 Management Costs		107,009		179,878		99,368
1470620 Contractors & Professional Services		86,549		0		0
1472920 Other Costs		5,331		5,331		364
1470220 Executive Support - D & I Management		12,076		12,076		7,078
1472820 Loss on Sale of Asset		0		0		0
OPERATING INCOME						
1474130 Building Licences	35,000		50,000		33,355	
1474330 BRB & BCITF Commissions	1,000		1,000		736	
1474230 Fees & Charges (Inc GST)	1,000		1,000		1,343	
1474530 Fees & Charges (GST Free)	2,521		2,521		2,521	
OPERATING SUB TOTAL	<u>39,521</u>	<u>210,965</u>	<u>54,521</u>	<u>197,285</u>	<u>37,954</u>	<u>106,810</u>
CAPITAL INCOME						
1470150 Sale of Vehicle	13,000		17,578		17,578	
CAPITAL SUB TOTAL	<u>13,000</u>	<u>0</u>	<u>17,578</u>	<u>0</u>	<u>17,578</u>	<u>0</u>
TOTAL BUILDING CONTROL	<u>52,521</u>	<u>210,965</u>	<u>72,099</u>	<u>197,285</u>	<u>55,532</u>	<u>106,810</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>ECONOMIC SERVICES</u>						
<u>ECONOMIC DEVELOPMENT</u>						
OPERATING EXPENDITURE						
1480020 Community Services Department		12,712		12,712		7,495
1480120 CEO Department Costs		18,563		18,563		11,111
1481120 WBEA Project Funds		17,937		17,937		17,453
1481220 Electric Vehicle Charging Station		4,022		5,722		232
1480060 Non-recurrent Projects		112,500		112,500		77,585
OPERATING INCOME						
1480030 Various Reimbursements	400		400		218	
1480070 Non-recurrent Projects/Grants	40,000		40,000		36,346	
OPERATING SUB TOTAL	<u>40,400</u>	<u>165,734</u>	<u>40,400</u>	<u>167,434</u>	<u>36,564</u>	<u>113,877</u>
TOTAL ECONOMIC DEVELOPMENT	<u>40,400</u>	<u>165,734</u>	<u>40,400</u>	<u>167,434</u>	<u>36,564</u>	<u>113,877</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>ECONOMIC SERVICES</u>						
OTHER ECONOMIC SERVICES						
OPERATING EXPENDITURE						
1500420 Water Supply Stand Pipes		34,738		34,738		7,268
OPERATING INCOME						
1500130 Sale of Water from Stand Pipes	36,000		36,000		15,043	
OPERATING SUB-TOTAL	<u>36,000</u>	<u>34,738</u>	<u>36,000</u>	<u>34,738</u>	<u>15,043</u>	<u>7,268</u>
TOTAL OTHER ECONOMIC SERVICES	<u>36,000</u>	<u>34,738</u>	<u>36,000</u>	<u>34,738</u>	<u>15,043</u>	<u>7,268</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
PRIVATE WORKS						
OPERATING EXPENDITURE						
1510320 Expenses		2,000		2,000		0
1510420 In-house Costs		59,818		59,818		35,723
OPERATING INCOME						
1513030 Fees & Charges	2,600		2,600		0	
1513130 Motor Vehicle Licensing Commission	61,500		64,500		28,978	
1054630 Sale of License Plates	300		300		418	
OPERATING SUB TOTAL	<u>64,400</u>	<u>61,818</u>	<u>67,400</u>	<u>61,818</u>	<u>29,396</u>	<u>35,723</u>
TOTAL PRIVATE WORKS	<u>64,400</u>	<u>61,818</u>	<u>67,400</u>	<u>61,818</u>	<u>29,396</u>	<u>35,723</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
<u>DEVELOPMENT & INFRASTRUCTURE</u>						
OPERATING EXPENDITURE						
1600220 Other Employee Costs		24,248		24,248		16,519
1600320 Superannuation		43,889		43,889		23,973
1600420 Customer Services Officer		13,235		7,578		2,526
1600520 Materials & Contracts		9,439		6,439		4,711
1600620 Utility Charges		1,176		1,176		446
1600720 Vehicle Costs		24,469		23,469		14,096
1601020 In-house Services		95,807		95,807		54,947
1601320 Spervision		2,525		2,525		0
1601520 Consultancy Services		2,000		2,000		0
1601620 Conferences		8,981		8,981		2,211
1601720 Training		8,789		8,789		3,773
1602420 Toolbox Meetings		1,688		1,688		1,012
1602620 Annual Leave		33,595		33,595		16,031
1600920 Public Holidays		17,982		17,982		8,034
1601420 Sick Leave		7,492		7,492		7,388
1601820 Long Service Leave		9,740		6,881		0
1601920 Staff Meetings		18,517		18,517		10,621
1602220 Assist State Government Departments		1,664		1,664		559
1602020 D & I Management Less Recovered		(325,236)		(312,720)		(156,252)
OPERATING INCOME						
1600930 Reimbursements	0		0		0	
OPERATING SUB TOTAL	0	0	0	0	0	10,595
TOTAL WORKS & SERVICES MANAGEMENT	0	0	0	0	0	10,595

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
WASTE ACTIVITY UNIT						
OPERATING EXPENDITURE						
1610220 Other Employee Costs		5,201		5,201		5,244
1610320 Superannuation		16,437		21,137		12,494
1610520 Materials & Contracts		1,490		1,490		1,240
1610620 Utility Charges		388		388		223
1611020 In-house Services		21,623		21,623		11,592
1611520 Annual Leave		14,914		14,914		0
1611620 Public Holidays		2,012		2,012		766
1611720 Sick Leave		2,417		717		350
1612220 Long Service Leave		3,142		3,142		0
1611820 Training & Conferences		2,155		2,155		132
1610920 Supervision & Administration		52,379		52,379		27,624
1612020 Waste Activity Less Recovered		(122,158)		(125,158)		(66,343)
OPERATING SUB TOTAL	0	0	0	0	0	(6,677)
TOTAL WASTE ACTIVITY UNIT	0	0	0	0	0	(6,677)

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
WORKS ACTIVITY UNIT						
OPERATING EXPENDITURE						
1630020 D & I Management Staff Meetings		2,708		2,708		0
1630120 Supervision Costs		62,463		62,463		36,957
1630220 Other Employee Costs		37,493		37,493		32,580
1630320 Superannuation		118,941		118,941		67,688
1630420 On-call Allowance		8,320		8,320		5,120
1630520 Materials & Contracts		14,654		14,654		13,855
1630620 Utility Charges		2,608		2,608		1,638
1630720 Light Fleet Vehicle Costs		50,771		46,901		29,031
1631020 In-house Services		151,855		141,855		79,855
1631120 Annual Leave		95,620		95,620		64,855
1631220 Public Holidays		57,401		57,401		24,156
1631320 Sick Leave		21,417		40,000		33,621
1631520 Training & Conferences		20,967		20,967		2,994
1631620 General Duties		10,787		10,787		6,116
1631920 Toolbox Meetings		6,671		6,671		2,551
1631420 Long Service Leave		27,832		20,037		15,727
1630920 Supervision & Administration		272,824		260,308		139,101
1632120 Depot Maintenance		14,856		22,500		10,665
1632020 Works Activity Less Recovered		(978,188)		(970,234)		(547,354)
OPERATING SUB TOTAL	0	0	0	0	0	19,156
TOTAL WORKS ACTIVITY UNIT	0	0	0	0	0	19,156

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
<u>FLEET ACTIVITY UNIT</u>						
OPERATING EXPENDITURE						
1640220 Other Employee Costs		2,601	2,601			1,946
1640320 Superannuation		6,634	7,734			4,668
1640520 Materials & Contracts		5,718	5,718			1,922
1640620 Utility Charges		542	542			321
1640720 Vehicle Costs		8,856	6,000			3,395
1641020 In-house Services		17,855	17,855			10,415
1641320 Annual Leave		6,229	6,229			5,854
1641420 Public Holidays		3,557	3,557			1,115
1641520 Sick Leave		1,325	4,000			3,399
1641620 Long Service Leave		1,723	1,723			16,477
1641720 Training & Conferences		977	977			390
1641820 General Duties		6,974	6,974			3,568
1641920 Toolbox Meetings		418	418			83
1640920 Supervision & Administration		12,353	12,353			6,408
1642120 Workshop Maintenance		4,533	4,533			1,494
1642020 Fleet Less Recovered		(80,295)	(81,214)			(45,122)
OPERATING SUB TOTAL	0	0	0	0	0	16,333
TOTAL FLEET ACTIVITY UNIT	0	0	0	0	0	16,333

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
PLANT OPERATION COSTS						
OPERATING EXPENDITURE						
1540020 Depreciation - Plant & Equipment		356,924		324,024		168,429
1540120 Fuel & Oil		165,600		150,000		74,146
1540220 Tyres & Batteries		18,500		18,500		11,221
1540320 Parts & External Repairs		157,446		157,446		66,673
1540520 Insurance		52,676		52,676		49,893
1540720 Wear Parts		7,400		7,400		2,268
1541020 Vehicle Registration		16,665		16,665		14,720
1541220 Operator Repairs		11,778		11,778		7,343
1541320 Fleet Maintenance		109,588		110,507		59,731
1541420 Minor Equipment & Tools		9,000		14,000		354
1541520 Vehicle Lease		4,604		4,604		2,717
1542920 Plant Operations Costs Recovered		(910,181)		(867,600)		(496,463)
OPERATING INCOME						
1544030 Reimbursements	29,000		29,000		16,176	
OPERATING SUB TOTAL	29,000	0	29,000	0	16,176	(38,969)
TOTAL PLANT ACTIVITY UNIT	29,000	0	29,000	0	16,176	(38,969)

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
MATERIALS						
OPERATING EXPENDITURE						
1555200 Materials Purchased		50,000		50,000		18,446
1555500 Less Materials Allocated		(50,000)		(50,000)		(2,529)
1562520 Fuel & Oil Purchased		165,600		165,600		57,445
1562620 Less Fuel & Oil Allocated		(165,600)		(165,600)		(56,067)
OPERATING SUB TOTAL		<u>0</u>		<u>0</u>		<u>17,294</u>
TOTAL MATERIALS		<u>0</u>		<u>0</u>		<u>17,294</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
SALARIES & WAGES						
OPERATING EXPENDITURE						
1560120 Gross Wages & Salaries		4,295,859		4,295,859		2,574,618
1563020 Workers Compensation		5,000		95,000		78,640
1562020 Less Wage & Salaries Allocated		(4,295,859)		(4,295,859)		(2,581,434)
1563220 Default Wages Account		0		0		0
OPERATING INCOME						
1563930 Reimbursements - Workers Compensation	5,000		95,000		67,359	
OPERATING SUB TOTAL	<u>5,000</u>	<u>5,000</u>	<u>95,000</u>	<u>95,000</u>	<u>67,359</u>	<u>71,824</u>
TOTAL SALARIES & WAGES	<u>5,000</u>	<u>5,000</u>	<u>95,000</u>	<u>95,000</u>	<u>67,359</u>	<u>71,824</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
COIRPORATE SERVICES DEPARTMENT						
OPERATING EXPENDITURE						
1050220 Consultants		1,000		1,000		0
1050320 Superannuation		65,877		65,877		38,867
1051520 Workers Compensation Insurance		13,462		13,462		13,468
1051720 Motor Vehicle Costs		17,185		17,185		9,340
1051820 Conference Expenses		6,977		6,977		0
1052120 Other Employee Costs		3,937		3,937		758
1052720 Staff Training		16,569		16,569		3,355
1054120 Insurance		6,871		6,871		6,872
1054720 Annual Leave		53,566		56,566		33,760
1057220 Public Holidays		28,159		28,159		15,141
1050420 Sick Leave		11,735		11,735		6,801
1050820 Long Service Leave		14,684		8,992		26,723
1051620 In-house Costs		78,976		73,976		41,374
1056020 Corporate Services Less Recovered		(314,998)		(303,268)		(172,297)
OPERATING INCOME						
1050130 Reimbursements	4,000		8,038		5,538	
OPERATING SUB TOTAL	<u>4,000</u>	<u>4,000</u>	<u>8,038</u>	<u>8,038</u>	<u>5,538</u>	<u>24,162</u>
TOTAL ADMIN & FINANCE DEPARTMENT	<u>4,000</u>	<u>4,000</u>	<u>8,038</u>	<u>8,038</u>	<u>5,538</u>	<u>24,162</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
<u>BUILDING ASSETS DEPARTMENT</u>						
OPERATING EXPENDITURE						
1740020 Annual Leave		25,188		25,188		14,485
1740120 Public Holidays		14,261		14,261		7,497
1740220 Sick Leave		5,911		5,911		2,977
1740320 Long Service Leave		7,735		5,670		0
1740420 Superannuation		35,232		35,232		21,151
1740520 Workers Compensation Insurance		7,096		7,096		7,098
1740620 Motor Vehicle Costs		19,488		11,988		5,353
1740720 Other Employee Costs		3,934		3,934		2,616
1740820 Staff training		5,798		5,798		591
1740920 Supervision & Admin Building Maint.		74,108		74,108		43,341
1741020 Supervision & Admin Building Operations		37,296		37,296		21,498
1741120 Materials & Contracts		2,500		3,500		2,164
1741220 Insurance		3,721		3,721		3,721
1741320 In-house Costs		85,763		85,763		48,084
1741520 Building Asset Dept. Less Recovered		(328,031)		(319,466)		(188,173)
OPERATING SUB TOTAL		0		0		(7,598)
TOTAL BUILDING ASSETS DEPARTMENT		0		0		(7,598)

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
CHIEF EXECUTIVE OFFICE						
OPERATING EXPENDITURE						
1750020 Annual Leave		29,591		29,591		26,991
1751620 Public Holidays		13,366		13,366		6,418
1751720 Sick Leave		5,927		5,927		1,964
1751020 Long Service Leave		7,881		1,163		12,230
1750120 Superannuation		35,827		35,827		19,817
1750220 Workers Compensation Insurance		6,886		6,886		6,847
1750320 Motor Vehicle Costs		24,533		23,533		12,823
1750420 Other Employee Costs		1,510		1,510		445
1750620 Staff Training		5,369		5,369		933
1750720 Development Salary Sacrifice		10,154		10,154		0
1750820 Conference Expenses		13,761		11,761		4,559
1750920 Consultants		7,000		20,000		0
1751120 Audit Fees		27,750		27,750		25,550
1751220 Advertising		9,000		11,000		7,604
1751320 Legal Expenses		6,000		6,000		80
1751420 Other Expenses		1,500		1,500		0
1753420 Insurance		2,375		2,375		2,375
1752120 In-house Costs		99,189		99,189		57,320
1752020 CEO Department Less Recovered		(307,619)		(312,901)		(181,703)
OPERATING INCOME						
1750030 Reimbursements		0		0		269
OPERATING SUB TOTAL		0		0		269
TOTAL CHIEF EXECUTIVE OFFICER		0		0		269

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
ADMINISTRATION & FINANCE ACTIVITY						
OPERATING EXPENDITURE						
1760120 Payroll		46,487		46,487		26,594
1760220 Creditors		79,227		79,227		48,731
1760320 Information Technology Support & Costs		176,517		175,370		124,213
1760420 Accounting		199,608		199,608		114,267
1760520 Bridgetown Admin Office Building Maint.		28,210		25,210		19,624
1760620 Bridgetown Admin Office Building Op.		169,631		169,631		110,361
1760720 Telephone, Mail & Reception		93,515		88,989		43,983
1760820 Office Supplies & Equipment		30,789		30,789		18,491
1760920 Occupational Health & Safety Committee		72,925		67,925		22,427
1761020 Records Management Costs		99,973		99,973		56,345
1761120 Motor Vehicle Licensing		59,818		58,818		35,723
1761320 Assets Management & Fair Value		225,325		203,509		128,392
1761620 Human Resources		63,143		53,425		25,243
1761720 Records Storage Facility Building Op.		4,913		1,789		1,043
1761820 Records Storage Facility Building Maint.		383		383		27
1762020 Recovered from Programs		(1,350,464)		(1,301,133)		(774,387)
OPERATING INCOME						
1760030 Reimbursements & Charges	100		100		239	
OPERATING SUB TOTAL	100	0	100	0	239	1,076
TOTAL ADMINISTRATION & FINANCE ACTIVITY	100	0	100	0	239	1,076

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
<u>DEVELOPMENT SERVICES DEPARTMENT</u>						
OPERATING EXPENDITURE						
1770020 Annual Leave		25,619		35,619		21,638
1770120 Superannuation		29,506		29,506		16,948
1770220 Workers Compensation Insurance		6,178		6,178		6,181
1770320 Motor Vehicle Costs		25,303		26,836		16,024
1770420 Other Staff Costs		2,284		2,284		1,331
1770520 Customer Services Officer		26,469		17,525		5,052
1770620 Staff Training		5,211		7,211		400
1770720 Supervision		10,457		10,457		0
1770820 Conference Expenses		6,640		4,640		1,083
1771020 Public Holidays		13,082		13,082		4,049
1771120 Sick Leave		5,451		12,000		10,588
1771220 Long Service Leave		7,086		(5,862)		10,087
1772120 In-house Costs		106,376		106,376		60,108
1772920 Insurance		3,936		3,936		3,937
1772020 DS Department Less Recovered		(273,598)		(269,788)		(146,927)
OPERATING INCOME						
1770030 Reimbursements	0		0		0	
OPERATING SUB TOTAL	0	0	0	0	0	10,499
TOTAL PLANNING & ENVIRONM'T DEPARTMENT	0	0	0	0	0	10,499

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
COMMUNITY SERVICES DEPARTMENT						
OPERATING EXPENDITURE						
1780020 Annual Leave		33,095		33,095		17,453
1780420 Public Holidays		17,678		17,678		9,753
1780620 Sick Leave		7,366		13,000		12,285
1780720 Long Service Leave		9,574		9,574		0
1780120 Superannuation		40,298		40,298		23,583
1780220 Workers Compensation Insurance		8,669		8,669		8,672
1780320 Motor Vehicle Costs		30,525		23,805		13,166
1780920 Other Staff Costs		3,507		3,507		1,626
1780520 Staff Training		8,655		8,189		2,377
1780820 Conference Expenses		10,782		864		864
1783020 Insurance		4,948		4,948		4,948
1782120 In-house Costs		80,072		80,072		45,210
1782020 Less Recovered from Programs		(255,169)		(243,699)		(132,661)
OPERATING INCOME						
1780030 Reimbursements	1,169		1,169		1,063	
OPERATING SUB TOTAL	<u>1,169</u>	<u>0</u>	<u>1,169</u>	<u>0</u>	<u>1,063</u>	<u>7,277</u>
TOTAL COMMUNITY SERVICES DEPARTMENT	<u>1,169</u>	<u>0</u>	<u>1,169</u>	<u>0</u>	<u>1,063</u>	<u>7,277</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2020-2021 BUDGET		2020-21 AMENDED BUDGET		ACTUAL TO 31 January 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
UNCLASSIFIED						
OPERATING EXPENDITURE						
1790320 Donations - Hire Charges & Fees		3,500	3,500	3,500		775
1790420 Donations - Approved by CEO		2,385	2,385	2,385		850
1790820 Sale of Land General Expenses		2,000	2,000	2,000		1,591
1052820 Sundry Expenses		100	100	100		(8)
1790220 General Insurance Claims		10,000	10,000	10,000		4,006
OPERATING INCOME						
1790130 Insurance Claims Reimbursed	10,000		10,000		2,149	
1790330 Other Reimbursements	31,257		34,821		31,257	
OPERATING SUB TOTAL	41,257	17,985	44,821	17,985	33,406	7,213
CAPITAL EXPENDITURE						
1790040 Purchase of Land		87,791	87,791	87,791		54,742
CAPITAL SUB TOTAL	0	87,791	0	87,791	0	54,742
TOTAL UNCLASSIFIED	41,257	105,776	44,821	105,776	33,406	61,955

Reports of Officers

ITEM NO.	AC.02/0321	FILE REF.	101.3
SUBJECT	2020 Compliance Audit Return		
PROPONENT	Department of Local Government, Sport and Cultural Industries		
OFFICER	Chief Executive Officer		
DATE OF REPORT	24 February 2021		

Attachment 2 2020 Compliance Audit Return

OFFICER RECOMMENDATION

That Council adopts the Compliance Audit Return for the 2020 calendar year (Attachment 2) prior to it being submitted to the Department of Local Government, Sport & Cultural Industries.

Summary/Purpose

Each year local governments are required to complete a mandatory Compliance Audit Return (CAR) which must be submitted to Council for adoption prior to being forwarded to the Department of Local Government, Sport & Cultural Industries.

It is a statutory requirement that the Return is to be reviewed by the Audit Committee prior to its presentation to Council.

Background

The Compliance Audit Return is completed for the previous calendar year and is one of the tools that allow Council to monitor how its organisation is functioning.

The Department of Local Government, Sport & Cultural Industries requires the Compliance Audit Return to be:

- a) Presented to Council at a meeting of the Council prior to 31st March;
- b) Adopted by the Council; and
- c) The adoption recorded in the Minutes of the meeting at which it is adopted.

Each year the Compliance Audit Return covers various categories and for the 2020 Return, the areas covered are:

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

Officer Comment

After completing the responses to the 102 questions contained in the 2020 Compliance Audit Return it should be noted that compliance was achieved in all areas.

Statutory Environment

Local Government (Audit) Regulations 1996

14. Compliance audits by local governments

- (1) *A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*
- (2) *After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*
- (3A) *The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.*
- (3) *After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —*
 - (a) *presented to the council at a meeting of the council; and*
 - (b) *adopted by the council; and*
 - (c) *recorded in the minutes of the meeting at which it is adopted.*

15. Compliance audit return, certified copy of etc. to be given to Departmental CEO

- (1) *After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —*
 - (a) *a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and*
 - (b) *any additional information explaining or qualifying the compliance audit,*

is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.

Integrated Planning

- Strategic Community Plan
Key Goal 5: Our leadership will be visionary, collaborative and accountable
Objective 5.2: We maintain high standards of governance, accountability and transparency
Strategy 5.2.2 Staff work in an ethical manner
Strategy 5.2.8: Ensure all legislative responsibilities are met
- Corporate Business Plan
Action 5.2.2.1: Achieve full compliance in annual Compliance Audit Return
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning - Nil

Policy Implications – Nil

Budget Implications – Nil

Whole of Life Accounting – Not applicable

Risk Management

Completion of the annual compliance audit return is essential for ensuring that the organization meets its statutory obligations in performing its functions.

Voting Requirements – Absolute Majority

Moved

Cr Nicholas, Seconded Cr Bookless

That Council adopts the Compliance Audit Return for the 2020 calendar year (Attachment 2) prior to it being submitted to the Department of Local Government, Sport & Cultural Industries.

Amendment

Cr Nicholas, Seconded Cr Bookless

That Question 10 of the Finance section on Page 6 of the Compliance Audit Return include the following additional commentary:

“The audit scope is agreed annually with the Office of the Auditor General”

Carried 3/0

The Amended Motion becomes the Substantive Motion – the Motion was put

***Committee Recommendation Moved Cr Nicholas, Seconded Cr Bookless
AC.02/0321 That Council adopts the Compliance Audit Return for the 2020 calendar year (Attachment 2) with the additional commentary “The audit scope is agreed annually with the Office of the Auditor General” being added to Question 10 of the Finance section on Page 6 of the return prior to it being submitted to the Department of Local Government, Sport & Cultural Industries.***

Carried 3/0

Reason for amending the motion

To provide additional clarity in the response that the audit scope is agreed annually with the Office of the Auditor General.

ITEM NO.	AC.03/0321	FILE REF.	133
SUBJECT	Adoption of the 2020/2021 Budget Review		
OFFICER	Chief Executive Officer Executive Manager Corporate Services		
DATE OF REPORT	26 February 2021		

Attachment 3 2020/2021 Budget Review

OFFICER RECOMMENDATION

That the Audit Committee recommends that Council:

- 1. Endorses the budget review for the period 1 July 2020 to 31 January 2021 as presented in Attachment 3 of the Committee agenda.*
- 2. Notes that the budget review recommends the proposed loan of \$532,000 for part funding of the ‘Growth Strategy Project Redevelopment of the Greenbushes and Bridgetown Railway Stations Heritage Project’ (as per resolution C.07/1120) not be taken out.*
- 3. Notes that funding of the ‘Growth Strategy Project Redevelopment of the Greenbushes and Bridgetown Railway Stations Heritage Project’ remain unchanged in the budget, noting that if any shortfalls in funding occur Council can consider transfer of funds from the Land and Buildings Reserve.*

4. Notes the budget review for the period 1 July 2020 to 31 January 2021 generates a budgeted surplus of \$108,067.
5. Recommends to Council that the surplus of \$108,067 be allocated to the Land and Buildings Reserve.

Summary/Purpose

Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for the year (see regulation 33A of the Local Government (*Financial Management*) Regulations 1996). The intention of the legislation is to ensure that local government's conduct at least one budget review between six and nine months into the financial year.

The budget review will be presented to the March 2021 ordinary meeting of Council and is being referred to the Audit Committee for review.

Background

The review includes a Statement of Financial Activity (Budget Review) by Program incorporating year to date budget variations and forecasts to 30 June 2021 for the period ending 31 January 2021. The Local Government (*Financial Management*) Regulations 1996, regulation 33A, requires that local governments conduct a budget review between 1 January and 31 March in each financial year. A copy of the review and determination is to be provided to the Department of Local Government, Sport and Cultural Industries within 30 days of the adoption of the review.

Officer Comment

The budget review has been prepared to include information required by the Local Government Act 1995, Local Government (*Financial Management*) Regulations 1996 and Australian Accounting Standards. A budget review is a detailed comparison of the year to date (31 January 2021) actual results with the adopted or amended budget. The review process establishes whether a Local Government expects to meet its budget commitments i.e. is in receipt of income and incurs expenditure in accordance with the adopted budget.

Council's '*F.7 Reporting Forecast Budget Variations Policy*' sets a minimum reportable variance of \$1,000. In determining items to be included in the budget review this limit has been used as a general guide. As a result of the proposed adjustments presented in Note 2 of the Budget Review document the estimated closing funds have increased from \$0 to \$108,067.

In summary the estimated surplus is represented as follows:

Decrease in Operating Revenues (excluding non-cash items)	(\$108,496)
Decrease in Operating Expenses (excluding non-cash items)	\$2,269
Increase in Capital Revenues	\$42,466
Decrease in Capital Expenses	\$208,768
Decrease in Transfers from Reserves	(\$95,996)
Decrease in Transfers to Reserves	\$8,000
 Increase in Opening Funds as at 1 July 2020	 \$51,056
 Closing Surplus as at 30 June 2021	 \$108,067

Set out below is a list of significant variations included in the budget review:

Development & Infrastructure

- A number of movements between works and services jobs for wages, plant, overheads and materials/contracts that result in an overall decrease in cash requirements of approximately \$4,583.
- Three bridge renewal jobs totalling \$26,000 have been deferred as a result of a review of the 10 Year Bridge Renewal program.
- An increase in the cost to provide waste management services of \$32,523. The budget review includes a transfer from the Sanitation Reserve of this overall increase in waste management services costs.
- Spring Gully Road footpath works totalling \$5,000 have been removed as no immediate works are required. This section of path is to be reviewed as part of the Trails Strategy.
- An increase in Engineering Supervision fees totalling \$7,897.
- \$32,172 decrease in net change over costs of budgeted plant and light fleet vehicle replacements with corresponding reduction reserve transfers.
- A decrease in material/contracts expenditure for plant & vehicle operations and maintenance of \$9,681.
- Increased income estimates totalling \$20,000 for planning and building licence fees as a result of greater application numbers.
- Reduced income estimate for health inspection services of \$5,530.
- A reduction of \$5,841 in the costs of establishing the Bridgetown Dump Point.

Building Maintenance & Renewal Program

- A number of revised estimates have been included for building maintenance items resulting in overall savings of \$26,975. The following allocations have been included for some high priority building renewal works:
 - \$7,500 – Allocation for renewal works at 144 Hampton Street residence. Due to a change in tenancy of the residence this provides an ideal opportunity undertake works prior to a new tenant occupying the property.
 - \$10,000 – Allocation to improve the leach drain capacity at the Blackwood River Park.
 - \$11,456 – Electrical works at the Depot to increase capacity.
- Savings in building operation costs totalling \$12,084 primarily as a result of reduced utility costs.

CEO/Corporate Services/Community Services

- An increase in the General Purpose & Local Roads Financial Assistance Grants of \$18,559.
- Increased income of \$14,750 associated with rate enquiries for property sales.
- Reduced interest revenue of \$14,000 due to lower than anticipated interest rates, partly offset by a reduced transfer to reserve of \$10,000.
- Reduced Member related costs totalling \$11,563.
- Three new projects have been included as a result of recent formal and informal discussions with Council, being:
 - \$2,200 Installation of two new flag poles at the Bridgetown Leisure Centre
 - \$1,500 Public notice board upgrade at the Administration Office

- \$6,000 For professional design and printing of the Strategic Community Plan and Corporate Business Plan
- A refund of \$16,040 in fees paid is to be received from the ATO as a result of the Superannuation Guarantee Amnesty program.
- Reduced wage costs associated with the community bus totalling \$7,412.
- An increase of \$20,000 in the Growth Strategy Project Management budget to provide additional support.
- An increase of \$20,000 in the Growth Strategy Project Bridgetown CBD Parking & Geegilup Brook Beautification project to cover detailed designs.
- \$21,816 reduction in Asset Management costs as a result of changes to the Financial Management Regulations that will not require fair values for infrastructure assets to be undertaken in 2020/21, this saving has been offset by a reduced reserve transfer.
- A \$5,347 reduction in IT support costs.
- Operation of the Bridgetown Leisure Centre is predicted to result in a reduction of the net operating subsidy by \$19,794. This is primarily as a result of increased income estimates.
- An allocation of \$10,000 has been included for improved safety of the terrace seating at the Bridgetown Leisure Centre
- Increased allocation by \$28,000 for the lighting improvements at the Bridgetown Leisure Centre and library carparks, following full design and scoping of the project.
- Increase in wages budget offset by additional revenue or reduction in contractor expenses as follows:
 - \$46,000 for relief staff, offset by increased Workers Compensation reimbursement income
 - \$62,407 for employment of a Principal Building Control Officer in lieu of contractor
 - \$36,900 in wages for employees undertaking the Bushfire Mitigation Program in lieu of contractors.

Given the positive result the budget review as presented also includes the deletion of several budgeted transfers from Reserves as follows:

- \$23,417 – Land and Buildings Reserve
- \$64,481 – Strategic Projects Reserve

It will be recommended to Council that the remaining estimated surplus of \$108,067 be allocated to the Land and Building Reserve.

As a result of the proposed increase in funds of the Land and Buildings Reserve the budget review does not include the new loan funding identified by Council in November 2020 (C.07/1120) to assist with funding the 'Growth Strategy Project Redevelopment of the Greenbushes and Bridgetown Railway Stations Heritage Project'. Grant applications are still pending that seek to fund the funding shortfall in these projects. Should the applications not be successful in part or in full Council could consider funding any shortfall from the Land and Buildings Reserve in lieu of new borrowings.

Statutory Environment

Regulation 33A of the Local Government (*Financial Management*) Regulations 1996 requires:

(1) *Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.*

(2) *Consideration and review is to be given to a local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year.*

(3) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*

(4) *A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

**Absolute majority required.*

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

Integrated Planning

- Strategic Community Plan

Key Goal 5: Our leadership will be visionary, collaborative and accountable

Objective 5.2: We maintain high standards of governance, accountability and transparency

Strategy 5.2.8: Ensure all legislative responsibilities and requirements are met

- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning - Nil

Policy – Not applicable

Budget Implications

Specific financial implications are as outlined in Note 2 to the Budget Review document.

Whole of Life Accounting – Not applicable

Risk Management – Not applicable

Voting Requirements – Absolute Majority

Committee Recommendation

Moved Cr Moore, Seconded Cr Bookless

AC.03/0321 That the Audit Committee recommends that Council:

- 1. Endorses the budget review for the period 1 July 2020 to 31 January 2021 as presented in Attachment 3 of the Committee agenda.***
- 2. Notes that the budget review recommends the proposed loan of \$532,000 for part funding of the 'Growth Strategy Project Redevelopment of the***

Greenbushes and Bridgetown Railway Stations Heritage Project' (as per resolution C.07/1120) not be taken out.

- 3. Notes that funding of the 'Growth Strategy Project Redevelopment of the Greenbushes and Bridgetown Railway Stations Heritage Project' remain unchanged in the budget, noting that if any shortfalls in funding occur Council can consider transfer of funds from the Land and Buildings Reserve.**
 - 4. Notes the budget review for the period 1 July 2020 to 31 January 2021 generates a budgeted surplus of \$108,067.**
 - 5. Recommends to Council that the surplus of \$108,067 be allocated to the Land and Buildings Reserve.**
- Carried 3/0**

ITEM NO.	AC.04/0321	FILE REF.	224
SUBJECT	Progressive Reporting – Local Government (Audit) Regulations - Regulation 17 Review 2020		
OFFICER	Chief Executive Officer		
DATE OF REPORT	25 February 2021		

Attachment 4 February 2021 - Audit Regulation 17 Review (Risk Dashboard Report)

OFFICER RECOMMENDATION

That the Audit Committee note the contents of the February 2021 progressive report on the implementation of recommendations/findings of the Audit Regulation 17 Report that was presented to Council in June 2020.

Summary/Purpose

Regulation 17 of the Local Government (*Audit*) Regulations 1996 requires the CEO to review the appropriateness and effectiveness of a local government's systems and procedures in relation to risk management, internal control and legislative compliance at least once every three financial years.

A report on the progress of actions identified in the 2020 Audit Regulation 17 Review (Attachment 4) is presented for the Audit Committee's review.

Background

Regulation 17 of the *Local Government (Audit) Regulations 1996* requires the Chief Executive Officer to review the appropriateness and effectiveness of a local government's systems and procedures in relation to:

- (a) risk management
- (b) internal control
- (c) legislative compliance.

The review may relate to any or all of the matters referred to, but each of those matters is to be the subject of a review not less than once in every three financial years. The Chief Executive Officer is to report to the Audit Committee the results of that review.

In accordance with Regulation 17 a review was undertaken by the Executive Leadership Team using a model prepared by LGIS Risk of the Shire's systems and procedures in relation to risk management, internal controls and legislative compliance. The completed review was presented to the Audit Committee on 11 June

2020 with recommendations from the Committee being endorsed by Council at its ordinary meeting held on 25 June 2020.

Officer Comment

A review of the actions contained in the 2020 report was undertaken by senior management in February and an updated Risk Dashboard Report is presented for the Audit Committee's consideration. The review focussed on ensuring assigned responsibility and due dates for actions are recorded appropriately and documenting any progress on actions since June 2020. No adjustments to the overall 'risk ratings' assigned to individual risk profiles were made as a result of this review.

Statutory Environment

Regulation 17 of the *Local Government (Audit) Regulations 1996* reads as follows:

17. CEO to review certain systems and procedures

(1) *The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to –*

- (a) risk management; and*
- (b) internal control; and*
- (c) legislative compliance.*

(2) *The review may relate to any or all of the matters referred to in sub regulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 3 financial years.*

(3) *The CEO is to report to the audit committee the results of that review.*

Integrated Planning

- Strategic Community Plan

Key Goal 5: Our leadership will be visionary, collaborative and accountable

Objective 5.2: We maintain high standards of governance, accountability and transparency

Strategy 5.2.3 Ensure organisational capability

Strategy 5.2.8: Ensure all legislative responsibilities are met

- Corporate Business Plan

Action 5.2.3.3: Undertake review of systems for risk management, internal controls and legislative compliance as required under Audit Regulation 17

- Long Term Financial Plan - Nil

- Asset Management Plans - Nil

- Workforce Plan – Nil

- Other Integrated Planning - Nil

Policy Implications – Nil

Budget Implications – Nil

Whole of Life Accounting – Not applicable

Risk Management

The assessment of organisational risk management is a fundamental component of the review and is specifically referenced in Regulation 17. Many of the recommendations contained in the report seek to minimise the organisation's exposure to risk.

Voting Requirements – Simple Majority

Committee Decision ***Moved Cr Nicholas, Seconded Cr Bookless***
AC.04/0321 That the Audit Committee note the contents of the February 2021 progressive report on the implementation of recommendations/findings of the Audit Regulation 17 Report that was presented to Council in June 2020.

Carried 3/0

ITEM NO.	AC.05/0321	FILE REF.	224
SUBJECT	Progressive Reporting – 2019 Review of the Appropriateness and Effectiveness of the Financial Management Systems and Procedures		
OFFICER	Executive Manager Corporate Services		
DATE OF REPORT	24 February 2021		

Attachment 5 February 2021 – Progress Report on the 2019 Appropriateness and Effectiveness of the Financial Management Systems and Procedures Review Recommendations

OFFICER RECOMMENDATION

That the Audit Committee note the contents of the February 2021 progressive report on the implementation of recommendations contained in the 2019 Appropriateness and Effectiveness of the Financial Management Systems and Procedures Review Report that was presented to Council in June 2019.

Summary/Purpose

Regulation 5(2)(c) of the Local Government (*Financial Management*) Regulations 1996 requires that at least every three financial years the CEO will review the appropriateness and effectiveness of the financial management systems and procedures of the local government.

A report on the progress of actions identified in the 2019 review of these systems and procedures is presented for the Audit Committee's review (Attachment 5).

Background

In accordance with Regulation 5(2)(c) a review of the Shire's financial systems and procedures was undertaken by the Executive Leadership Team. The CEO's report on this review was presented to the Audit Committee on 13 June 2019 with the following recommendations from the Committee being endorsed by Council at its ordinary meeting held on 27 June 2019:

"That Council:

- 1. Receive the May 2019 Shire of Bridgetown-Greenbushes Financial Management Systems & Procedures Review Report, and adopt the 14 recommendations contained in the report.*

2. *A report on the progress of implementing the recommendations be provided quarterly to the Audit Committee.”*

Officer Comment

While the review found that the financial systems are appropriate and maintain significant controls for the correct financial management of the organisation, a number of minor items were identified as opportunities for improvement.

A review of the actions contained in the 2019 report has been undertaken in accordance with Council's recommendation and an updated progress report is presented for the Audit Committee's consideration.

Statutory Environment

Regulation 5(2)(c) of the Local Government (*Financial Management*) Regulations 1996 requires the CEO to:

“undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 3 financial years) and report to the local government the results of those reviews.”

Strategic Implications

- Strategic Community Plan
Key Goal 5: Our leadership will be visionary, collaborative and accountable
Objective 5.2: We maintain high standards of governance, accountability and transparency
Strategy 5.2.8: Ensure all legislative responsibilities and requirements are met
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning – Nil

Policy – Not Applicable

Budget Implications – Not applicable

Whole of Life Accounting – Not applicable

Risk Management

Implementation of the recommendations contained within the report will have the effect of mitigating the likelihood of officer error or fraud events occurring.

Voting Requirements – Simple Majority

Committee Decision

***Moved Cr Moore, Seconded Cr Bookless
AC.05/0321 That the Audit Committee note the contents of the February 2021 progressive report on the implementation of recommendations contained in the 2019 Appropriateness and Effectiveness of the Financial Management Systems and Procedures Review Report that was presented to Council in June 2019.***

Carried 3/0

Closure

The Presiding Member closed the meeting at 4:35pm.

List of Attachments

Attachment	Item No.	Details
1	AC.01/0321	Minutes of the Meeting Held 28 January 2021
2	AC.02/0321	2020 Compliance Audit Return
3	AC.03/0321	2020/2021 Budget Review
4	AC.04/0321	February 2021 – Audit Regulation 17 Review (Risk Dashboard Report)
5	AC.05/0321	February 2021 – Progress Report on the 2019 Appropriateness and Effectiveness of the Financial Management Systems and Procedures Review Recommendations

Minutes checked and authorised by CEO T Clynh		09.03.21
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Bridgetown Agricultural Society (Inc.)

Established 1885

Affiliated with the Royal Agricultural Society Inc

PO Box 17, Bridgetown 6255

Secretary: Jo Moore

Email: info@bridgetownshow.com.au

Phone: 0437 602 836

Web: www.bridgetownshow.com.au

20 February 2021

Dear Elizabeth and Shire Councillors

RE: Variation to Shire Service Agreement

Your Ref: 281/)-CO202031937

The Bridgetown Agricultural Society would like to make a special request to Council, for alternative use of our service agreement funding. We currently have \$5000 per year approved to contribute to show day entertainment expenses.

As you are aware, our show was cancelled in 2020 as were many of our events and income generating opportunities (unfortunately after we had paid some deposits and other expenditure).

We used our year productively, and spent this time upgrade our roads and focusing on maintaining our grounds. In this last financial year, we have spent \$73,168.70 on our roads. This was made possible by using our Blues Camping income that we have been saving over the years. Rotary also contributed \$5000 to the project.

We are asking for the shire to consider honouring our service agreement, by approving for us to use the funds towards the next stage in our road project. This is to fill in and compact the road edging and to level out and compact the verges for ease of use by campers and traders. We have a price of \$5750 (copy of quote attached) to complete this task. I have include some photos of the edging in its current state, so you can see it is something that needs to be done before winter to prevent wash out and damage to the new roads.

It is hoped that we could do this road works as soon as council approves the funding variation, after the March meeting.

Our society lost income from several large community events last year, and although we were able to go ahead with a down-sized Blues camping, our income was drastically reduced and we still had similar outgoing costs to cover. We have already lost another major event this year (the Down Under Country Music Festival) and we do not know what the year holds for us to host our usual show. This contribution to our project will ease the financial burden of operating and maintaining the show grounds for another uncertain year.

Your support is always greatly appreciated.



Please contact me, or our acting President Roger Gutteridge (mobile 0438 855 331) if you need any further information.

Yours sincerely

Jo Moore

Secretary, Bridgetown Agricultural Society Inc