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Elouise 355690

A Man's Best Friend

The story of the loyalty and survival of two little dogs face of the demise of their owner Wayne Coughlan of Bridgetown, captured the hearts of local residents and people further afield in 2013.

Sixty four year old Mr Coughlan, a former Bridgetown-Greenbushes Sire Councillor was often seen walking around the town and nearby bushland with his two dogs... a Jack Russell called Chester and a Silky Terrier called Mitzi.

On one such walk in May 2013 Mr Coughlan did not return and became the subject of a big police search after friends reported him missing.

Five days after his disappearance one of his dogs, Chester, was discovered wandering on Peninsula Road Bridgetown. Further searches failed to locate the missing man or his other little dog Mitzi.

It wasn't until almost 5 weeks later in early June 2013 that Mr Coughlan's body was discovered by chance in bushland near the Blackwood River. Brave little Mitzi was still by his side- guarding her master. Amazingly Mitzi survived the ordeal and was reunited with her mate Chester. The dogs were cared for by friends.

The story is now part of the history of Bridgetown... and another indication of the loyalty of dogs to their master. It is said that-

"Chester went for help, leaving Mitzi to stay behind and guard their master"



Wayne Coughlan



Mitzi



Chester



HAMPTON STREET FLOWERS

Dear Shop Owner and Supporters

There is an initiative amongst the community to make the already beautiful main street even more attractive, encourage tourists and make Bridgetown people proud.

The proposal is to attach flower baskets to the posts and hanging baskets to the shops and businesses in the main shopping area of Hampton Street. It would require the shop owners to be responsible for their pots and flowers. Members of the committee and other helpers would be keen and ready to help with the set up and maintenance of the pots and flowers, but most of the responsibility would rest with the shop owner.

If done well, we believe it would make a big impact on the appearance of the main street and enhance the great work and effort you have already demonstrated.

This is a bold initiative and I can understand your reaction to yet another thing to do. There is, however, a lot of enthusiasm, expertise and support for what we are proposing.

We would love it if you also were keen to join us in our endeavour.

Kind regards

Committee

On behalf of the Hampton Street Flowers Committee



2016/2017 FIREBREAK ORDER

NOTICE TO ALL OWNERS AND OCCUPIERS OF LAND IN THE SHIRE OF BRIDGETOWN- GREENBUSHES

FOR ALL FIRES PHONE 000 AND YOUR
LOCAL FIRE CONTROL OFFICER

DATES YOU MUST REMEMMBER		
RESTRICTED BURNING TIME	PROHIBITED BURNING TIME	RESTRICTED BURNING TIME
1 NOVEMBER to 14 DECEMBER	15 DECEMBER to 14 MARCH	15 MARCH to 26 APRIL
<p style="font-size: small;">FIRE RESTRICTIONS CAN START EARLIER AND FINISH LATER THAN THE DATES INDICATED DEPENDANT ON CONDITIONS. IF YOU ARE PLANNING TO BURN OFF IN OCTOBER OR AFTER 26 APRIL, CHECK WITH YOUR FIRE CONTROL OFFICER OR THE SHIRE OFFICE FOR ANY VARIATION TO THE FIRE RESTRICTION DATES</p>		

BUSH FIRE NOTICE AND REQUIREMENTS

In accordance with Section 33 of the Bush Fires Act 1954, you are required to carry out fire prevention work on land owned or occupied by you as set out in this Order by the date specified.

If the requirements of this notice are not done by the due date, or not done to the satisfaction of an inspecting officer, an on the spot fine of **\$250** will be issued. The maximum fine for failure to carry out the work is **\$5000**. Council can also enter upon the land and carry out required works at the owner/ occupier's expense.

1. DEFINITIONS

Firebreak means ground from which all flammable material has been removed and on which no flammable material is permitted to accumulate during the period specified in this notice.

Flammable Materials means accumulated fuel (living or dead) such as leaf litter, twigs, bark, grass over 50mm or 100mm (depending upon type of property as described in Parts 2, 3 and 4 of this Order), timber boxes, cartons, paper and any combustible material, capable of carrying a running fire but excludes living standing trees and shrubs.

Harvested Plantation means a plantation that has been clear felled but evidence of the former use of the plantation remains in the form of tree stumps, pruning, limbs and other accumulated tree refuse and logging residue.

Hay Stack means a collection of hay including fodder rolls placed or stacked together.

Managed Land means land over 4 hectares that is being **actively** used for agriculture, viticulture, horticulture etc and that such use is clearly evident, but excludes plantations.

Plantation means any area planted in pine, eucalypt or other commercial value trees (excluding orchards and vineyards) which have been planted for commercial gain, and requires approval under the Town Planning Scheme.

2. ALL LAND UNDER 4 HECTARES (10 ACRES)

BY 15 NOVEMBER 2016 UNTIL 26 APRIL 2017

- (a) Remove all flammable material from the property except living trees and shrubbery and maintain throughout the required period, **unless used for cropping or pasture**. Height of grass not to exceed 50mm.
- (b) If the land is used for cropping or pasture, you are required to construct and maintain a 2 metre firebreak inside and along the boundary of the property as well as a 3 metre firebreak around all buildings and haystacks.

*If choosing to forego firebreaks and instead remove flammable materials from the property it is the responsibility of the property owner for active fuel reduction to be completed on the property by 15 November and maintained throughout the period of this notice by means such as slashing, baling and grazing by an appropriate number of livestock. If choosing to carry out fuel reduction by grazing of stock it is the responsibility of the property owner to ensure that sufficient stock is used to ensure that all grass is reduced to a maximum height of 50mm by **15 November and retained at that height until 26 April**.*

In order to guide property owners of land holdings suggested livestock rates are – 1 cow and calf per 3 acres or 1 dry cattle per 1.5 acres or 5 dry sheep per 1 acre. These are suggestions only and it is the responsibility of the property owner to determine the required number of stock in order to achieve compliance by 1 December and to contain the flammable materials until 26 April.

3. MANAGED LAND OVER 4 HECTARES (10 ACRES)

BY 15 NOVEMBER 2016 UNTIL 26 APRIL 2017

Managed land is not required to have perimeter firebreaks, although land owners and occupiers are encouraged to install them in strategic places to protect their property in the event of a fire.

Managed land must however comply with the following requirements:

There must be active fuel reduction done on the property throughout the period of this notice, by means such as grazing by an appropriate number of livestock, slashing and baling etc.

All buildings must have an access track not less than 4 metres in width and vertical clearance of 3 metres to allow access by fire appliances.

Around all buildings, haystacks and fuel storage areas, slash and remove all flammable materials likely to create a fire hazard, except living trees and shrubbery for at least 20 metres around the building, haystack and fuel storage area. Height of grass not to exceed 100mm.

4. UNMANAGED LAND OVER 4 HECTARES (10 ACRES)

BY 15 NOVEMBER 2016 UNTIL 26 APRIL 2017

Remove all flammable materials from the property except living trees and shrubbery and maintain throughout the required period. Height of grass not to exceed 100mm.

OR ALTERNATIVELY

Construct and maintain a **3 metre** firebreak inside and along the boundary of the property and around all buildings and haystacks.

5. PLANTATIONS

BY 1 NOVEMBER 2016 UNTIL 26 APRIL 2017

The first row of trees must be a minimum of 15 metres from all formed public roads.

A 10 metre firebreak to be constructed on the internal boundaries of the Plantation, along the boundaries of separate ownership, and all formed public roads.

A firebreak 6 metres wide shall be provided in such a position that no compartment of a plantation exceeds 30 hectares.

Where power lines pass through the plantation the clearing of vegetation must be in accordance with power supplier's specifications.

Trees adjoining the firebreak progressively pruned to a minimum height of 4 metres to maintain an effective width of firebreak.

6. PINE PLANTATIONS PLANTED PRIOR TO 1 MAY 1990

BY 1 NOVEMBER 2016 UNTIL 26 APRIL 2017

A firebreak not less than 10 metres to be constructed on the internal boundaries of the Plantation, along the boundaries of separate ownership, and all formed public roads.

A firebreak at least 6 metres wide shall be provided in such a position that no compartment of a plantation should exceed 30 hectares.

7. EUCALYPT PLANTATIONS PLANTED PRIOR TO 1 MAY 1990

BY 1 NOVEMBER 2016 UNTIL 26 APRIL 2017

A 5 metre firebreak to be constructed on the boundaries of the plantation, including the boundaries of each separate location and all formed public roads.

No planting will be allowed within a distance of 20 metres on either side of all power lines, and a 6 metre firebreak shall be provided as near as practical either side of the power lines.

Trees adjoining the firebreak progressively pruned to a minimum height of 4 metres to maintain an effective width of firebreak.

8. HARVESTED PLANTATIONS

Firebreak requirements for harvested plantations are the same as for plantations.

9. TIMBER MILLS

BY 1 NOVEMBER 2016 UNTIL 26 APRIL 2017

Construct and maintain a **3 metre** firebreak inside and along the boundary of the property as well as a **10 metre** firebreak around all piles of sawdust, woodchips, bark and waste material.

10. HARVESTING OPERATIONS

In addition to the above requirements, a drivable fire unit of at least 400 litres in operational condition (full of water and in good working order) is on site in the same compartment as the harvesting operations in plantations.

11. STUMP GRINDING

The use of a stump grinder during Restricted and Prohibited Burning Periods is only permitted if a drivable fire until of at least 400 litres in operational condition (full of water and in good working order) be within 200 metres of the stump grinder in the same compartment.

12. ALTERNATIVES

If you consider it impracticable or environmentally damaging to carry out the requirements set out above, you can apply to Council by 1 October for permission to provide alternative firebreaks or other fire prevention measures. In the absence of written approval for alternative measures, the requirements of this Order must be adhered to.

13. SPECIAL REQUIREMENTS

The requirements of this Order are considered the **minimum** standard of fire protection required to protect not only the individual property but the community as a whole. Council can impose additional requirements to remove or abate hazards if it considers it necessary.

By Order of the Council

**T P CLYNCH
CHIEF EXECUTIVE OFFICER
30 June 2016**

IMPORTANT INFORMATION - PERMIT TO BURN

1. PERMITS to burn are required for the whole of the restricted periods and can only be obtained from the Fire Control Officers listed overleaf.

2. CAREFULLY READ and adhere to all of the conditions of the permit as any breach or negligence could make you liable for any damage to neighbouring properties and/or infringements/penalties.

3. ANY SPECIAL CONDITIONS imposed by the Fire Control Officer when issuing permits must be strictly adhered to. Rangers will check that permit conditions are being complied with during the restricted burning season.

4. INFRINGEMENTS / ON THE SPOT FINES of \$250 AND UPWARDS apply to any breaches of the permit conditions/special conditions. Contact your FCO or local Rangers if in doubt.

5. THE PERMIT HOLDER shall give notice of their intention to burn to the following:

- (a) The Shire Office no later than on the day when burning is to take place. Weekend burning must be notified by 4.00pm of the preceding Friday.
- (b) The owner or occupier of adjoining land.
- (c) The nearest Department of Parks and Wildlife office, if the land is situated within 3 km of State Forest land (phone Kirup 9731 6232; Pemberton 9776 1207). This notice should be given even when burning is in the open burning period.

6. PERIOD OF NOTICE to neighbours prior to burning cannot be more than 28 days or less than 4 days although lesser notice may be determined by mutual agreement of all neighbours.

7. NO PERMITS will be issued for burning on PUBLIC HOLIDAYS during the Restricted and Prohibited burning periods.

8. GARDEN REFUSE AND RUBBISH prior to the burning of garden refuse and rubbish a 3 metre radius perimeter around the waste heap is to be cleared of all flammable material. Burning of garden refuse and rubbish is not permitted during the Prohibited Burning Period and during the Restricted Burning Periods it will require a permit from a Fire Control Officer.

9. CAMP FIRES during the restricted burning period, a permit is required for any cooking and camping fire. Cooking and Camp fires are not permitted throughout the Prohibited Burning Period. Gas barbeques can still be used during this period.

BUSH FIRE CONTROL OFFICERS		
Chief Fire Control Officer	Hugh Browne	(08) 9761 1200
Deputy Chief Fire Control Officer	Michael Campbell	(08) 9761 9002
Shire	Chris Sousa Shire Ranger	0428 611 125 0428 911 847
Winnejup	Rodney Hester	(08) 9764 4027
Greenbushes	Greg Kennedy	0427 577 821
Wandillup	Robert Moyes	(08) 9761 2482
Hester Brook	David Jenkins	(08) 9761 1128
Kangaroo Gully	Eric Wheatley	(08) 9761 1274
Maranup	Andrew Browne	(08) 9761 2001
Yornup	Michael Campbell	(08) 9761 9002
Catterick	Derek Dilkes	(08) 9764 4016
Sunnyside	Murray Waters	(08) 9761 1543

CONTRACTORS

A list of contractors available to assist with fire prevention work is available by calling the Shire on 9761 1555. Council does not recommend or endorse any particular contractor.

OTHER INFORMATION

RADIO STATIONS DURING A FIRE EMERGENCY – During a fire emergency all landowners and occupiers are encouraged to listen to ABC Radio as they are the official emergency broadcast radio station. Local frequencies are 1044, 684 and 558.

FIRE REPORTS – All landowners and occupiers who incur a bushfire have an obligation to assist the Fire Control Officer to compile a Fire Report form.

LANDOWNERS AND OCCUPIERS RESPONSIBILITIES – The Bush Fires Act requires the occupiers of the land to take all reasonable measures to control fires on their land, at their expense, regardless of how the fire started. Whilst local volunteer fire fighters will come out and assist in the control of the fire, landowners and occupiers are reminded that they are ultimately responsible for fires on their property, including monitoring the fire after fire crews have left. Penalties apply and recovery of costs can be made by Council for those who do not comply with these provisions.

INCINERATORS - used to burn rubbish must be properly constructed – an open drum with or without a lid is not an authorised incinerator.

BRIGADE MEMBERSHIP – If you are interested in joining your local Volunteer Bush Fire Brigade, please contact the Fire Control Officer for your area or the Shire's Community Emergency Services Manager on 0428 611 125.

FIREFIGHTING EQUIPMENT – Residents are strongly encouraged to have and maintain firefighting equipment for protection of their own property.

VOLUNTEERS ATTENDING A FIRE IN THEIR OWN VEHICLE – Must immediately report to the Fire Control Officer for safety and insurance purposes.

Enquiries relating to this Firebreak Order or fire prevention in general should be directed to the Shire Ranger Services on (08)9761 1555.



Government of **Western Australia**
Office of **Emergency Management**

DISCUSSION PAPER

May 2017

REGISTRATION OF FARMER FIREFIGHTING UNITS

1. Background

The *Report of the Special Inquiry into the January 2016 Waroona Fire* (Ferguson Report) by Euan Ferguson AFSM contains seventeen 'recommendations for strategic change' and identifies a further twenty-three 'agency opportunities for improvement'.

On 29 September 2016, the Western Australian (WA) Government announced that it supported all seventeen recommendations including:

Recommendation 9:

State Emergency Management Committee, in consultation with Western Australian Farmers Federation, the Association of Bush Fire Brigades, the Contractors Association of WA and the Forest Industries Federation of WA, to establish systems for the voluntary registration of:

- *farmer firefighting units;*
- *contractor firefighting units;*
- *forestry industry brigades*

The purpose of the arrangement is to facilitate the safe, efficient and effective recognition, organisation, development, management and coordination of farmer, contractor and forestry firefighter resources.

The systems would include a process for enabling access through traffic management points during bushfires. Progress towards establishing these systems is to be reported by State Emergency Management Committee in its annual preparedness report.

Individuals have always been able to fight fires on their own land and it has been the custom and practice that community members (especially the farming community) attend fires using their own equipment to protect their property and that of others¹. There are a number of locations within WA where local firefighting brigades work with both farmers and other contractors to protect their community. These arrangements work well for low intensity or short duration fires (level 1). As fires escalate however, there is a need to bring in additional firefighting and mitigation resources and equipment including incident management teams (IMT's).

Evidence provided at the Special Inquiry indicated that, while there are large numbers of farmers', forestry and private contractors' vehicles and equipment available to support firefighting efforts private firefighting equipment during large scale incidents, this is managed in an ad-hoc manner. The Special Inquiry received a number of submissions that stated that private resources were available, and not used, during the Waroona Fire².

¹ Bushfire Act 1954 Section 28 Occupier of Land to Extinguish Bush Fire Occurring on Own Land

² Report of the Special Inquiry into the January 2016 Waroona Fire (P.146)

Recommendation 9 seeks to address this issue by developing a voluntary registration system for farmer firefighting units, contractor firefighting resources and forestry industry brigades.

1.1 Other Recommendations Affecting Ferguson Recommendation 9

There are a number of recommendations listed in the Ferguson report that relate to Recommendation 9. These are:

Recommendation 10

The Departments of Fire and Emergency Services and Parks and Wildlife to investigate and adopt an emergency services resources management system that will enable the registration, tasking, tracking, management and coordination of emergency management personnel, vehicles, plant and aircraft.

This recommendation is linked to recommendation 9 in that any resources identified through the recommendation 9 policies and process would be entered into the recommendation 10 resource management system to fulfil the organisation, deployment, management, and coordination component of recommendation 9.

Recommendation 13:

The Department of Fire and Emergency Services (DFES) to issue a photo identification card to DFES members, members of Bush Fire Brigades, volunteer emergency services, Incident Management Teams, forestry industry brigade members and Networked Government Emergency Agency members. DFES also to consider temporary windscreen signage to identify vehicles carrying such personnel.

Systems identified during the work on Recommendation 9 may need to incorporate the formal identification cards produced through Recommendation 13. This would enable a better form of identification for Control Point Operators and enabling greater access to incidents and or Control and Staging points.

Recommendation 14:

The State Emergency Management Committee (SEMC) to review the policy for traffic management at emergency incidents so it reflects national 'best practice'. This includes the production and issuing of an aide-memoire to guide traffic management, emergency and incident management personnel.

The policy should provide a practical balance between risk to life and the public value of enabling the timely restoration of livelihoods and the movement of critical resources, (including essential services, critical businesses and livestock welfare services), through traffic management points.

The review will involve a range of stakeholders including the Departments of Fire and Emergency Services, Parks and Wildlife, Agriculture and Food WA; Main Roads WA, WA Police, WA Farmers Federation, WA Local Government Association, Forest Industries Federation, and the Transport Industry and ensure that the views of the community are considered.

Vehicle Identification Stickers developed through the work on Recommendation 9 will need to be incorporated in the processes developed for Recommendation 14. This will enhance community understanding of the management of incidents and enhance the education of vehicle control points.

Recommendation 16:

The State Emergency Management Committee to establish a State Bushfire Coordinating Committee as a sub-committee of SEMC. The State Bushfire Coordinating Committee will be chaired by the Director of the Office of Bushfire Risk Management and will have the primary responsibility to:

- develop a State Bushfire Management Policy and a set of long term bushfire risk management objectives;*
- provide a forum for key bushfire risk management stakeholder agencies;*
- advise the SEMC on matters pertaining to bushfire, in particular, to report against the investment in, and achievement of the bushfire risk management objectives;*
- provide advice and support to the proposed Chief Officer of the Rural Fire Service on bushfire risk management matters; and*
- report to SEMC and to the community on bushfire risk management matters on at least an annual basis.*

Policy developed to address Recommendation 9 will be considered and approved by the State Bushfire Coordinating Committee.

2. Scope

This paper explores options to facilitate the safe, efficient and effective recognition, organisation, development and coordination of farmer firefighting resources.

Private contractors and forestry industries are not specifically considered in this paper as the forestry industries in particular currently have in place some processes and procedures that promote more efficient and effective use of private resources, including equipment standards. There are however, opportunities to improve and expand these systems, and to address issues regarding their use that were raised in the Ferguson Report. This will be considered in a separate forum.

3. Current Legislation and Policy Framework

There are a number of documents which guide policies and practices around firefighting units in WA. These are:

- *Bush Fires Act 1954;*
- *Emergency Management Act 2005;*
- Department of Fire & Emergency Services (DFES) Guidelines for Operating Private Equipment at Fires (Third Edition 2011); and
- State Emergency Management – Traffic Management during Emergencies Guideline 2015.

4. Acronyms

CASA	Civil Aviation Safety Authority	MOU	Memorandums of Understandings
CFA	Country Fire Authority	OBRM	Office of Bushfire Risk Management
DFES	Department for Fire & Emergency Services	OEM	Office of Emergency Management
DPaW	Department for Parks and Wildlife	PPE	Personal Protective Equipment
FIRWA	Forest Industries Federation WA	SAP	Standard Administration Procedure
IC	Incident Controller	SEMC	State Emergency Management Committee
IMT	Incident Management Team	SOP	Standard Operational Procedure
LG	Local Government	VIS	Vehicle Identification Sticker

5. Current Situation

It is recognised that in various parts of WA, farmer and other private firefighting units, contractor firefighting resources and forestry industry brigades are an essential part of the response to fires in the community. Emergency service responders are committed to working with all operators to:

- promote the safe, efficient, effective and cooperative use of firefighting resources to control a fire in the shortest possible time; and
- provide operators with information to enable them to make informed decisions regarding their actions and use of resources.

It is expected that all firefighting operators are aware of their capabilities and that of their equipment, ensuring that any tasks or actions undertaken are appropriate and safe. There is also an expectation that all operators accept responsibility and are accountable for their actions at fire incidents.

There are currently a number of systems, structures and agreements in place, including Panel Contracts, Agreements, Memorandums of Understandings (MOU), Directives, Standard Operating Procedure (SOP) and Guidelines that contribute to the acquisition of resources during emergency response.

DFES has also introduced a vehicle identification system to provide timely identification of private vehicles and persons suitable for access to an incident (under the authority of the Incident Controller). These identification stickers (See Figure 1) are fixed to the vehicle and authorised by local government. Details regarding identification stickers are available in Section 6.



Figure 1(Example Only)

Additionally, emergency control agencies have separate policies, processes and procedures for the engagement of resources during incidents.

6. Farmer Firefighting

The safe, efficient and effective recognition, organisation, deployment, and coordination of farmer firefighter resources present different challenges than that of managing contractors or forestry industry resources. Farmer firefighting units, unlike for example plantation forestry units, are usually individually owned, and operate largely outside the scope of influence of fire agencies in terms of setting minimum standards for equipment, training and operations.

The DFES Guidelines for Operating Private Equipment at Fires (Third Edition 2011) is an information booklet aimed at detailing safe, efficient and effective practices. These practices are supported by internal procedures including Directive 3.2 – Incident Control, Standard Operating Procedures SOP 3.3.2 – Road Hazard Management, and Standard Administrative Procedure; 3.3.C – Vehicle Identifiers & SAP 3.2.D – Restricted Access Permits to give vehicle identifier stickers (figure 1) to members of the

public to identify them as persons who are authorised by local government to assist with operations. The identifiers system recognises that response is often supplemented by farmer firefighting resources (private vehicles, machinery and support vehicles) and in order to provide timely access to incident grounds an identifier sticker can be used to provide access through road blocks (provided this is approved by the Incident Controller).

This is a voluntary system which operates via the local government processes. The local government is responsible for issuing and maintaining a register of people and vehicles that have been issued with identifier stickers. As outlined in SAP 3.3.C- Vehicle Identifiers, a number of minimal conditions are recommended for operating private equipment at fires before stickers are issued. Local government is also encouraged to place additional conditions if required. For example,

- The fire response vehicle Identifier is for the purpose of fire response.
- Appropriate personal protective equipment and clothing will be worn at all times.
- The operator has received a copy of the “Operating Private Equipment at Bushfires” and will make drives of the vehicle familiar with the document.

The stickers may be issued not just to farmer firefighting vehicles but to any vehicle providing assistance or support. Local Governments are not required to inspect vehicles and or monitor the fitness of operators as the primary purpose is to enable identification and transit through traffic managed areas under the authority of the Incident Controller. Since the inception of the vehicle identifiers system there has been varying degree of uptake by local governments.

Information provided to DFES by the City of Busselton covering the period October 2016 to February 2017 indicates that the uptake of the Vehicle Identification Stickers (VIS) program has been sporadic. Uptake has mainly been local volunteer fire brigade members while the main target audience is farmers. Since the inception of the scheme, the City of Busselton has not had a major incident that required the use of vehicle control points, and as such, has not been able to provide data on the effectiveness of the VIS program in that context. The City of Busselton report also indicated that an enhanced education program would be required for the program to be more effective.³

6.1 Farmer Firefighting Unit Benefits & Opportunities

There are a number of benefits and opportunities in using and encouraging the use of farmer firefighting resources. These include but not limited to;

- Improved utilisation of local knowledge, that enhances identification of access routes to incidents or best locations to attack the fire;
- Good understanding of local emergency management arrangements;
- Fast response times;
- Potential greater pool of firefighting resources for consideration by the Incident Management Team;
- Opportunity to complement and or enhance strike teams; and
- Potential cost reduction associated with response.

³ Report compiled by Tim Wall A/Area Officer Albany West Operations Great Southern Region

6.2 Disadvantages of Farmer Firefighting Units

There are also disadvantages and or challenges to using farm firefighting units where there is no affiliation with volunteer bushfire brigades including but not limited to:

- Difficulty in the management and quality control of safety standards for vehicles, including; a lack of uniform safety features (fire appliance curtains, deluge systems, Personal Protective Equipment).
- Limited or no communications within the vehicles
- Inability to track firefighting resources
- No method to register competencies, experience or fitness of vehicle operators
- Limited integration into existing emergency services management structures
- Culture issues with other trained emergency personal (Volunteers & Career)
- Logistics of moving large farming machines across roadways etc.
- Insurance costs (who will pay if something breaks)

6.3 Legislation

The use of farmer firefighting resources is provided for under section 35A of the *Bush Fires Act 1954*, in so far as a person operating under the direction of a bushfire control officer is also defined as a volunteer firefighter.

Volunteer fire fighter means a bushfire control officer, a person who is a registered member of a bushfire brigade established under this Act or a person working under the direction of that officer or member (Section 35A inserted by No.60 of 1992s. 18; amended by No. 14 of 1996s. 4.)

This gives rise to insurance provisions for volunteer fire fighters within the *Bush Fires Act 1954*.

Section 37. Local government to insure certain persons

- (1) *A local government that maintains a bush fire brigade shall obtain and keep current—*
- (a) *a policy of insurance that insures volunteer fire fighters for compensation, payable in accordance with subsection (2) for injury caused to them while they are engaged under this Act in normal brigade activities; and*
 - (b) *a policy of insurance that, subject to subsection (10), insures against loss or damage all appliances, equipment, and apparatus of the bush fire brigade and any privately owned appliance, equipment, or apparatus that is used under the direction of a bush fire control officer, or an officer or a member of a bush fire brigade for the purposes of this Act.*

Therefore persons operating farm firefighting equipment are able to be integrated within the incident management structure and is covered by insurance, provided they are working at the direction of a bushfire control officer.

Note: In order to access these protections, under 'duty of care' provisions, there may be a requirement for local government to ensure private equipment and appliances are safe and meet standards for firefighting equipment.

7 Discussion

Evidence provided to the Special Inquiry highlighted that discouraging the use of private units on fire grounds is disempowering and contrary to the goal of building community resilience.⁴ A number of submissions received indicated that the South Australian Country Fire Service currently has a program in place that provides processes and protocol to register farmer firefighting units. Mr Ferguson in his report concluded that these concerns could be addressed through the implementation of a system which allows for the registration of private resources. The following section examines the South Australian Country Fire Service model, as a potential model for WA.

7.1 South Australian Model

In examining the South Australian Model, systems used in Victoria and New South Wales were also considered, given they are very similar. The South Australian system allows for the firefighting units to be registered after they meet a number of conditions and or criteria. Compliance registration occurs, and is sponsored at a local level, through the involvement of local volunteer bushfire brigades via equipment muster days, agricultural shows and farm visits. Firefighting equipment, including vehicles, trailers, slip-ons units and personal protective clothing is inspected to ensure that:

- the equipment is suitable and capable of performing the task
- equipment is reliable and
- equipment has the capability and robustness to operate in a hostile environment.

Equipment used during firefighting operations is not exempt from legal requirements and operators must comply with legal obligations including traffic regulations and code. Equipment engaged in firefighting operations must meet the following minimum requirements:

- Equipment/vehicles must not be overloaded (i.e. the gross vehicle mass must not be exceeded). This is a critical safety issue as an overloaded vehicle will be less stable, be harder to steer and have reduced braking capacity.
- Any load, including tanks, pumps, hose reels and fittings must be secured.
- Water tanks are to be fitted with baffles to reduce the movement of water inside tanks, improving stability.
- All vehicles including trailers must be registered and roadworthy, as they may be used on public roadways when participating in firefighting operations.
- Firefighting equipment including pumps, tanks, hose reels and fittings must be mechanically sound and in good working order.
- Vehicles should have a first aid kit and burn over blanket for personal protection.
- Vehicles should be equipped with an amber rotating beacon to enable operators to “*see and be seen*”).
- If personnel are operating from a tray they must have rails to ensure safety of operators.
- Vehicles/equipment must have an adequate communications system.

The farmer firefighting programs in the eastern states also consider Personal Protective Equipment (PPE) requirements; however the requirements are not explicitly documented. The need for PPE is expanded in the next section.

⁴ Report of the Special Inquiry into the January 2016 Waroona Fire (P.150)

7.2 Potential Western Australian Model

The proposed South Australian model discussed above could be used as a basis for a WA model. In addition, the WA model would expand on PPE and Occupational Health and Safety considerations.

It is recognised that the use of protective clothing is an imperative requirement, and any person involved in firefighting operations must ensure they wear clothing which will protect them while working in hostile and hazardous environments. As a minimum all persons involved in firefighting operations should be suitably equipped and dressed, this includes:

- Cotton or natural fibre overalls with long sleeves or cotton or natural fibre long sleeve work shirt and trousers;
- Sturdy leather gloves;
- Safety Helmet with chin strap;
- Safety goggles;
- Dust mask and hearing protection (may be required for some tasks);
- Safety boots (leather); and
- High visibility vest (particularly for working on road ways).

Equally, it is acknowledged that responding to emergencies can be potentially dangerous and traumatic. All fire defence activities involve a number of physical and environmental risks to responders. Active fire defence tasks are often long in duration, physically demanding, psychologically stressful and can expose the responder to extreme environmental conditions. Individuals who do not effectively manage their own health and fitness significantly increase their risk of developing injury, illness or succumbing to the effects of fatigue. The physical characteristics required of an individual performing firefighting duties should include a moderate level of aerobic capacity (ability to perform long duration work to exhaustion), sound musculoskeletal function of the upper and lower extremities (the ability to lift safely from below the knees, to shoulder height and above the head) and strong load carriage abilities (being able to transfer an object of substantial weight from one position to another).⁵

In addition, individuals performing active firefighting duties should not have any significant medical conditions which could impact on their ability to safely perform the tasks required. Appropriate physical preparedness in respect to hydration, nutrition and sleep hygiene are also critical factors which impact on health, safety and performance of fire responders (although it is understood these factors cannot always be proactively addressed prior to an incident).⁶

The responsibility for safety during firefighting operations is vested with individuals and as such any persons operating a firefighting unit on a fire ground are required to undertake safety and operational training. The training is designed to minimise the inherent risks associated with operational firefighting and promote safe work practices. It is usual for the training program to include;

- Safety Procedures;
- Basic Fire Suppression Training;
- Log On Log Off Procedures; and
- Command, Control & Communication Procedures.

For the WA model, it is envisaged that once firefighting units meet compliance, and operators have undertaken basic training (similar to the program operating in South Australia Country Fire Authority) the units would be issued with a registration sticker (Figure 2) that would then be displayed on the firefighting unit enabling them to assist in operational firefighting.

⁵ DFES Physical Wellness Coordinator Mitchell Sewell (BExSpSc, BExRehab & GCBus) Accredited Exercise Physiologist

⁶ DFES Physical Wellness Coordinator Mitchell Sewell (BExSpSc, BExRehab & GCBus) Accredited Exercise Physiologist

Details of the registration would then be forwarded to the DFES or the Department of Parks and Wildlife Regional Office and placed on a resource log for use during large incidents (as required).



Figure 2(Example Only)

It is acknowledged that this type of program would require further education and resources to undertake its development and implementation. The benefits of this program would however, ensure that farmer firefighting units and the person operating these units function in accordance with key principles with safety as the number one priority and those operators accept responsibility and are accountable for their actions at fires.

The program would promote:

- the safe, efficient and cooperative involvement of independent firefighting units to control a fire in the shortest possible time;
- the provision of information to these independent firefighting units so they can make informed decisions about their actions/tasks;
- the monitoring and tracking of crews and equipment during incidents;
- the independence and appropriateness of firefighting skills and knowledge;
- the provision of suitable personal protective clothing;
- working cooperatively with emergency services and others;
- a cohesive response environment; and
- better communication with Incident Controllers, firefighters, Police etc.

Successful firefighting depends on all personnel working cooperatively. Emergency Services operate under pre-determined procedures and protocols with well-established action plans which define the tasks to be undertaken. The inclusion of farmer firefighting resources within these pre-existing systems will ensure improved coordination of resources to deliver a safer, effective and efficient response to fire incidents.

8. Proposed Options

In response to Ferguson Recommendation 9, there are three options for consideration by WA stakeholders.

- Option 1 – Increasing the understanding of existing processes
- Option 2 – Improving current processes and practices.
- Option 3 – Pre-registration of farmer firefighting equipment.

A summary of the advantages and disadvantages of each option is provided in [Attachment 1](#).

8.1 Option 1- Increasing the understanding of existing processes

This option involves the retention of existing process for the use of farmers, contractors, forestry workers including tenders and agency operational arrangements. However, agency understanding of

the current process of engaging non-contract resources in an emergency response would be required. The implementation of this option would include the development of education strategies, programs and activities to promote community learning and understanding of existing processes and procedures. This will ensure the development of the capacity of individuals, groups and incident management teams to improve the understanding of resources currently vested in the community.

8.2 Option 2 – Improving Current Processes and Practices

This option involves local governments undertaking a more detailed recording of resources within their Local Emergency Management Arrangements (LEMA), which would be informed by way of a standing agenda item at the Local Emergency Management Committee meetings. Information would include the location of firefighting equipment, operators and the number of vehicles registered via the 'vehicle sticker' system. Subsequently, the local resource register could be linked to the broader resource management database being developed under Ferguson Recommendation 10.

8.3 Option 3 – Pre-registration of Farmer Firefighting Equipment

This option proposes the development of a process and guideline similar to the South Australia and Victorian models, where farmers voluntarily pre-register their firefighting equipment with the local bush fire brigade, for use during large scale fires. This is undertaken using a method whereby farmers and their equipment meet a number of conditions/criteria including the need to undertake basic training. These units are then provided with a registration sticker similar to the one in Figure 2, which is placed on the vehicle indicating that they have met all requirements.

That way, when these registered resources are required during an incident, they attend the control point and log on. The units will then be integrated into the response arrangements through the provision of a briefing to ensure they understand the safety requirements, and then tasked and possibly linked up with fire crews (via strike team, supporting a crew and or shadowing).

It should be noted that the coordination of such a program would require the identification of a host agency, and implementation and maintenance of such a model would require resources and an education program. The education program would support staff, volunteers and community participants by providing them with the latest information on techniques, processes and procedures providing them with the tools and strategies to combat fires within the community and to promote best possible practice and safe working standards. This proposed model should reduce liability and ensure quality as a foundation to improve and strengthen practice and collaboration in the response to fires. The model is also designed to be transferable, and support the new structures and legislative change that are anticipated in the near future.

9 Conclusion

Based on evidence from the Ferguson Report, there is a need to ensure Incident Management Teams are aware of and engage appropriate firefighting resources within the vicinity of incidents that may impact on the community. This view was supported by the following submissions to the Special Inquiry:

The WA Farmers Federation put the following to the Special Inquiry:

WA Farmers Federation proposed that a register of people be kept with certified firefighting units: This will allow the Incident Control Manager to see what local assets are available in the immediate area. The benefit of this is that the fire front will be able to be extinguished

from a far greater range of target points, leading to the containment of the fire in a shorter time frame.

As noted by the WA Forest Industries Federation:

The State would benefit from the better coordination of both State and private resources in the response to a fire threatening private property, plantation assets and State managed land.

For all options, there is an opportunity to engage with stakeholders including WA Farmers Federation, Associations of Volunteer Bush Fire Brigades, Contractors Association of WA and the Forest Industries Federation of WA to create awareness and encourage uptake of any program that is developed.

It is clear from information and evidence that has been provided from the WA Farmers Federation, the Association of Bush Fire Brigades, the Contractors Association of WA and the Forest Industries Federation of WA that a program similar to the ones currently in the Eastern State, i.e. option 3, is the preferred strategy. As mentioned, this strategy would require careful consideration due to the resources required to develop and maintain such a system, including the purchase and provision of appropriate PPE. Additionally, an appropriate 'host agency' would need to be identified to coordinate and maintain such a system.

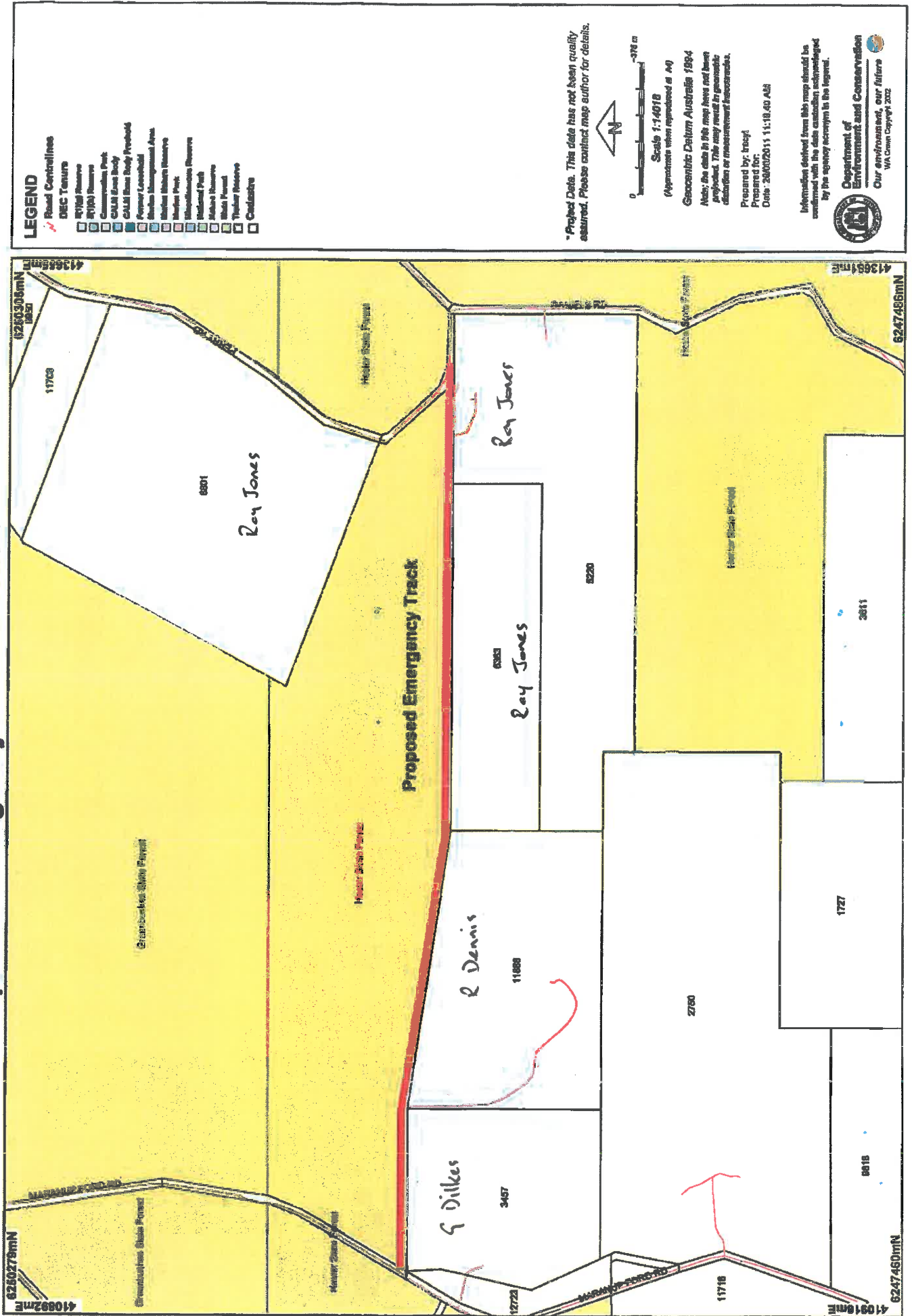
Stakeholders are encouraged to provide comment on all three proposed options. Commentary can be provided by email to policy@oem.wa.gov.au.



OPTION SUMMARY

OPTION	ADVANTAGES	DISADVANTAGES	OTHER RECOMMENDATIONS ADDRESSED
<p>Option 1 Increasing the understanding of existing processes.</p>	<ul style="list-style-type: none"> • Enhanced agency understanding of non-contract resources. • Possible increase of resources pool. • Enhanced understanding of existing processes and procedures by community. • Potential pool of resources able to be used by Incident Management. • Opportunities for increased community engagement and key stakeholders. • A number of administrative systems are already in place. 	<ul style="list-style-type: none"> • Possible limited up take due to harvesting, and other farming works. • Limited resource development. • Limited or no safety standards. • Reduced processes for determining fit for purpose. • Resources may not be available during times of need if approached in an ad-hoc manner. • Potential for double dipping (via invoices) • Unknown condition and capability of community resources. 	
<p>Option 2 Improving current processes and practices.</p>	<ul style="list-style-type: none"> • LEMC's have an understanding of equipment & resources within their community. • Enhanced understanding of community capacity. • Templates already developed. • Meetings already scheduled and operational 	<ul style="list-style-type: none"> • Resource intensive for LEMC's. • LEMA resource list may become too large. • Limited understanding of resources (Type, use, transportation etc.). • No processes for determining fit for purpose 	<p>Recommendation 10 Recommendation 13</p>
<p>Option 3 Pre-registration of farmer firefighting equipment.</p>	<ul style="list-style-type: none"> • Meets the needs of Recommendation 9 of the Ferguson Inquiry. • Current stakeholders preferred program. (Farmers' Federation, Forestry Industries, Bushfire Brigade Association etc.). • Meeting of Safety Standards. • Operators understanding of command structures and fire prevention strategies. • Equipment used is fit for purpose. • Operators will be provided with appropriate training and Personal Protective Clothing. • Incident Controllers and IMT's have up to date records of community resources & equipment. • Tracking of resources during incidents. • Opportunities for community engagement and key stakeholders 	<ul style="list-style-type: none"> • Program requires resources and support from management. • Education program required to be developed. • Sponsorship may be required from fire services 	<p>Recommendation 9 Recommendation 10 Recommendation 13 Recommendation 14</p>

Proposed Emergency Access Track





Corporate Business Plan

2017-2021

Adopted by Council 29 June 2017

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Introduction

Thank you for reading our Corporate Business Plan 2017/21.

Section 5.56 of the *Local Government Act 1995*, requires WA local governments to Plan for the Future of the district. Amendments made in August 2011 to the *Local Government (Administration) Regulations 1996* state a Strategic Community Plan and Corporate Business, together form a Plan for the Future of a district.

Under *Local Government (Administration) Regulations 1996* regulation 19C (3), a Corporate Business Plan for a district is to:

- a) *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*
- b) *govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
- c) *develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.*

In the preparation of the annual budget the Local Government is to have regard to the contents of the plan for the future in terms of Section 6.2(2) of the *Local Government Act 1995*.

The Shire of Bridgetown-Greenbushes Corporate Business Plan 2017-2021 is a rolling four year service and project delivery plan. It has been developed to align with the Shire's 10 Year + Strategic Community Plan and provides the various actions to implement the outcomes and strategies articulated in the Strategic Community Plan. The Corporate Business Plan demonstrates how the aspirations that the community articulated in the Strategic Community Plan will be delivered within the operational capacity of the Shire.

The Corporate Business Plan is reviewed annually. Every two years, the review will be in conjunction with a minor or major review of our Strategic Community Plan.



Our Vision

***‘A beautiful place to live’
Working together with the community to
achieve our shared objectives.***

Integrated Planning Framework

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

1. Strategic Community Plan

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

2. Corporate Business Plan

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

3. Annual Budget

- Financial statements and policies for one year

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

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

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

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

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

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

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

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

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

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

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

Integrated Planning provides for:

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

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

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

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



An 'Integrated Planning Review Cycle' has been endorsed by Council and sets review intervals for all documents contained in the Shire of Bridgetown-Greenbushes Integrated Planning Framework.

Shire of Bridgetown-Greenbushes Integrated Planning Review Cycle

Strategic Community Plan (SCP)	Desktop Review every 2 years (includes community survey) Full Review every 4 years (includes community survey and workshops)
Corporate Business Plan	Annual Desktop Review Full Review every 4 years (following SCP full review)
Long Term Financial Plan	Annual Desktop Review Full Review every 4 years (following SCP full review)
Asset Management Plans	Annual
Capital Works Plans	Annual
Plant & Fleet Replacement Plans	Annual
Workforce Plan	Every 4 years (following SCP full review)
Community Services Strategy	Every 5 years
Sport and Recreation Strategic Plan	Desktop Review every 5 years Full Review every 10 years
Public Art Strategy	Desktop Review every 10 years
Trails Masterplans	Desktop Review every 5 years
Aged Community Plan	Desktop Review every 4 years
Youth Community Plan	Desktop Review every 4 years
Access and Inclusion Plan	Desktop Review every 4 years

The annual review of the Corporate Business Plan would consider any updates to informing strategies that had occurred via reviews in the previous 12 months. The preparation of the annual budget would be structured around the Corporate Business Plan after each annual review.

Our Council

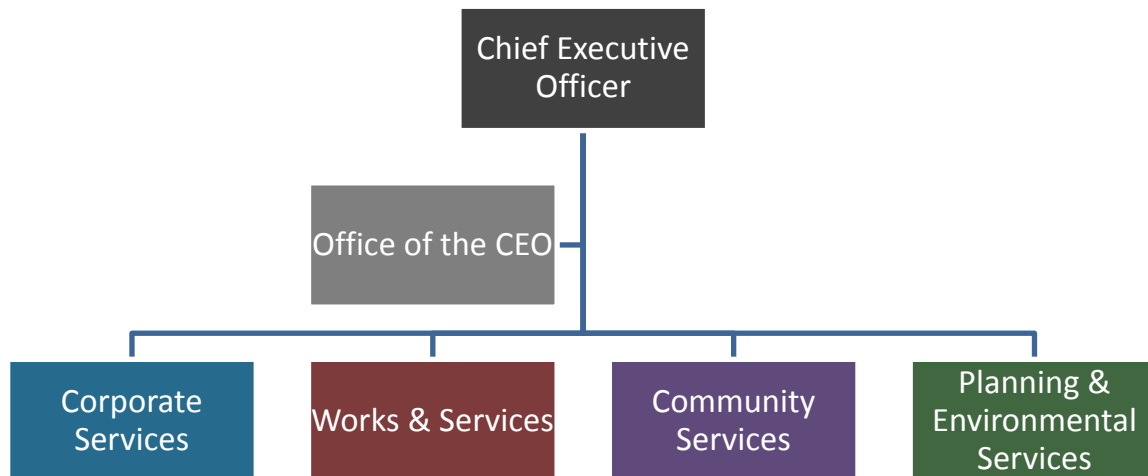
The Shire of Bridgetown-Greenbushes has a structure of 9 councillors, 7 representing the South Ward and 2 representing the North Ward. Local government elections are held every 2 years with the next ordinary election scheduled for October 2017. After each ordinary election the councillors elect a President and Deputy President.

The councillors are committed in serving our community. Although each councillor represents one of two wards they do represent all electors of the district and make decisions in the overall best interests of the community.

Councillor	Address	Contact	Ward	Current Term Expires
John Nicholas Shire President	PO Box 584 Bridgetown 6255	Ph: 9761 2712(w) Ph: 9761 4189 (h) Mobile: 0409 619 753 john@bridgetowncrc.net.au	South	2019
Alan Wilson Deputy President	PO Box 560 Bridgetown 6255	Ph/Fax: 9761 2214 Mobile: 0428 612 214 aandgwilson@bigpond.com	South	2017
Julia Boyle	PO Box 793 Bridgetown 6255	Ph: 9761 4550 Mobile: 0428 244 760 Juliaannboyle16@westnet.com.au	South	2017
Steve Hodson	PO Box 826 Bridgetown 6255	Ph: 9761 4205 Mobile: 0437 002 114 hoddy617@gmail.com	South	2017
Doreen Mackman	PO Box 539 Bridgetown 6255	Ph: 0437 700 872 dorsmud1@bigpond.com	South	2019
Joann Moore	PO Box 668 Bridgetown 6255	Ph: 0412 420 044 jomoore@jobry.com.au	South	2019
Tony Pratico	PO Box 13 Greenbushes 6254	Ph: 9761 1616(w) Ph: 9764 4010 (h) Fax: 9764 4011 Mobile: 0409 764 401 tonypratico@bigpond.com	North	2019
Peter Quinby	PO Box 326 Bridgetown 6255	Ph: 0419 047 714 peter.btgb@kpl.com.au	South	2017
Pat Scallan	33 Diorite Street Greenbushes 6254	Ph: 9782 5700 (w) Ph: 9764 3508 (h) gwalia1@iinet.net.au	North	2017

Organisational Structure

The organisation structure for the Shire of Bridgetown-Greenbushes consists of five Departments or Divisions as illustrated below:



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

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

The Shire employs a workforce of 100, however due to a high numbers of part-time and casual staff this equates to 51 FTE (full time equivalents). Following is a list of the functions/services which each Department is responsible for:

CEO's Office

Governance
Councillor Liaison
Agendas/Minutes
Strategic Planning
Human Resources
Occupational Health and Safety
Website
Citizenship
Local Government Elections
Local Government Compliance
Local Laws
Cemetery Records & Administration
Land Disposition
Economic Development

Corporate Services

Administration
Annual Budgets
Annual Financial Reports
Corporate Business Plan
Long Term Financial Plan
Asset Management
Debtors/Creditors
Insurance
Rates
Payroll
Records Management
Customer Services
Police Licensing
Information Technology (IT)

Planning & Environmental Services

Planning & Development Approvals
Town Planning Schemes and Amendments
Subdivisions
Road Names
Heritage
Building Approvals
Environmental Health
Shire Building Maintenance
Cleaning of Shire Facilities
Ranger & Regulatory Services
Swimming Pool Approvals & Inspections

Community Services

Community Development
Service Agreements & Community Grants
Seniors Issues
Youth Issues
Access & Inclusion
Arts & Culture
Library
Integrated Leisure Centre
Visitors Centre/Tourism
Trails Development

Works & Services

Engineering
Roads (Maintenance and Construction)
Crossovers and Bridges
Parks, Gardens and Reserves, Footpaths and Walk Trails
Street Trees Maintenance
Traffic Control
Weed Management
Parking Facilities
Cemetery Maintenance
Waste Management
Plant and Machinery
Traffic Counts
Heavy Haulage Approvals

Overview - Strategic Community Plan's Key Goals and Objectives

Key Goal 1 Our economy will be strong, diverse and resilient	Key Goal 2 Our natural environment is valued, conserved and enjoyed	Key Goal 3 Our built environment is maintained, protected and enhanced	Key Goal 4 A community that is friendly and welcoming	Key Goal 5 Our leadership will be visionary, collaborative and accountable
1.1 A diverse economy that provides a range of business and employment opportunities	2.1 Value, protect and enhance our natural environment	3.1 Maintained townscape heritage and character	4.1 A cohesive community with a sense of pride	5.1 Our community actively participates in civic life
1.2 A proactive approach to business development	2.2 Enhanced parklands, reserves and gardens	3.2 Outdoor spaces, places and buildings are fit for purpose	4.2 Programs and facilities that encourage community resilience	5.2 We maintain high standards of governance, accountability and transparency
	2.3 Effectively utilised natural resources	3.3 Maintain an appropriate standard of transport networks, roads and pathways	4.3 Appropriate community led local transport systems	5.3 We operate within the Integrated Planning Framework
	2.4 An informed community on land management and sustainable living		4.4 Promoting volunteerism	5.4 We participate in regional collaboration
	2.5 Effectively managed waste services		4.5 High levels of responsiveness to emergencies and emergency recovery	5.5 We are strong advocates for our community
	2.6 Development is sympathetic to the landscape		4.6 Fire prepared communities	
			4.7 A safe area	

How to Read our Corporate Business Plan

The layout of our Corporate Business Plan reflects the same five key goal areas as identified by our 10+ Year Strategic Community Plan 2017. Each Key Goal is broken down into objectives and strategies, defined as:

Objectives:

These are the community's aspirations. A range of objectives sits under each key goal.

Strategies

These are the things that Council will do to achieve the objectives.

Actions

How each strategy is to be achieved.

The Corporate Business Plan lists actions against each of the strategies, detailing how each strategy will be delivered. Although the Corporate Business Plan is a 4 year timeframe it is a rolling document subject to annual review, hence a 5th year column (2021 onwards) has been included so that projects or services not expected to be delivered for at least 4 years are not overlooked in future reviews of the Corporate Business Plan and can also be factored into the financial projections in the Long Term Financial Plan.

Each action is also supported with the following information:

- The year upon which the action is to be delivered – either in the form of an 'X' or by an expenditure amount. If expenditure is shown this is the cost of delivering the action. All capital expenditure is shown as well as any new operating expenditure required to deliver a new service. Where the action requires the continuation of existing expenditure it hasn't been listed. For example Action 2.1.2.1 states that Council will maintain financial support of the community landcare service. As this is service is already being funded it is not shown as additional expenditure in the yearly column.
- Is the delivery of the action dependent upon external funding? If so, this is marked in that column. Note if the revenue isn't received it is to be assumed that the action can't be achieved.
- Responsible officer – this is the officer tasked with ensuring the action is delivered – not necessarily the officer that will actually deliver it as that may be a joint responsibility of more than one officer. Note typically the responsible officer is the senior officer with managerial oversight of the subject area however for actions in the Planning & Environmental Services Department the assignment has gone to a more specific level.

The Responsible Officer acronyms listed represent:

CEO	Chief Executive Officer
EMCOR	Executive Manager Corporate Services
EMCS	Executive Manager Community Services
EMWS	Executive Manager Works & Services
PBS	Principal Building Surveyor
MP	Manager Planning
MEH	Manager Environmental Health
CESM	Community Emergency Services Manager

Actioning the Strategic Community Plan – Corporate Business Plan Actions 2017/18 to 2020/21

Key Goal 1 – Our Economy will be Strong, Diverse and Resilient

Objectives:

1.1 A diverse economy that provides a range of business and employment opportunities

1.2 A proactive approach to business development

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
1.1.1	Encourage long term growth in the district in order to retain and enhance services	1.1.1.1	Support the establishment of job creation enterprises	X	X	X	X	X		CEO
		1.1.1.2	Preserve priority agricultural areas	X	X	X	X	X		MP
1.1.2	Develop and implement strategic plans and actions that attract economic development	1.1.2.1	Implement a business innovation grant program separate to the community grants program			\$5,000	\$5,000			EMCS
		1.1.2.2	In partnership with the business community investigate potential to promote Bridgetown as a small conference destination			X				

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		1.1.2.3	Improve promotion of the Shire as a tourism destination		X	X	X	X		EMCS
		1.1.2.4	Continue to participate in initiatives to further expand regional tourism	X	X	X	X	X		EMCS
		1.1.2.5	Review provision of local visitor centre/information service delivery	X	X					EMCS
		1.1.2.6	Develop a Shire of Bridgetown-Greenbushes Economic Development Strategy				\$20,000		✓	EMCS
		1.1.2.7	Achieve RV friendly town/s status for both Bridgetown and Greenbushes	\$5,000						CEO
1.1.3	Plan for expansion of the commercial area	1.1.3.1	Ensure the local planning scheme allows for growth of commercial development	X	X	X	X	X		MP

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
1.1.4	Develop industrial and light industrial areas	1.1.4.1	Partner Landcorp in releasing 1st stage of the Sportsground Light Industrial Area	X	X					CEO
		1.1.4.2	Determine the need for financial incentives for businesses to develop land in the LIA		\$5,000	\$5,000	\$5,000	\$5,000pa		CEO
1.1.5	Pursue improvements to infrastructure and services, including utilities	1.1.5.1	Lobby State Government to provide reticulated gas and extend infill sewerage in Bridgetown and Greenbushes	X	X	X	X	X		CEO
		1.1.5.2	Continue to work with Water Corporation for the provision of infrastructure to improve and secure the continuity of potable water	X	X	X	X	X		CEO

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
1.1.6	Work with key partners (business and government) to improve telecommunications within the Shire	1.1.6.1	Lobby Government on fixing mobile phone blackspots	X	X	X	X	X		CEO
1.1.7	Improve tourist facilities	1.1.7.1	Upgrade information bays at Bridgetown	\$25,000						PBS
		1.1.7.2	Investigate establishment of a free Wi-Fi hotspot location/s	X						EMCS
		1.1.7.3	Consult and design for a new stage at Memorial Park	\$2,000						CEO
		1.1.7.4	Develop a stage at Memorial Park		\$30,000				✓	PBS
1.1.8	Develop trails – culinary, art, walk, mountain bike, canoe and bridle	1.1.8.1	Develop the South West Bridle Trail	\$333,000	\$111,000				✓	EMCS
		1.1.8.2	Complete detailed planning and costing for the Old Rectory Loop Trail	X						EMCS
		1.1.8.3	Prepare Local Trails Masterplan	X						EMCS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
1.1.9	Support tourism activities that focus on events, adventure, agriculture, food, heritage and the natural environment	1.1.9.1	Investigate, in partnership with the local tourism sector, the establishment of a Local Tourism Organisation (LTO)	\$10,000						EMCS
		1.1.9.2	Review local visitor servicing (with or without a LTO)		X					EMCS
		1.1.9.3	Providing a proportion of Visitor Centre membership fees to the BGBTA to enable it to progress business and tourism initiatives	X	X	X	X	X		EMCS
1.1.10	Deliver or support a range of events where a demonstrable community benefit can be shown	1.1.10.1	Support festivals and events that promote local businesses and encourage community participation	X	X	X	X	X		EMCS
		1.1.10.2	Prepare an Events Policy/Procedure		X					EMCS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
1.2.1	Embrace a “can do” approach to development	1.2.1.1	Develop a Local Planning Scheme that provides both facilitation and regulation support to business	X	X					MP
		1.2.1.2	Develop internal and external planning, building control and environmental health processes that have regard to the importance of business development and social capacity whilst ensuring regulatory compliance is met	X	X	X	X	X		CEO
1.2.2	Design and implement business retention strategies and initiatives for support of existing and potential new businesses	1.2.2.1	Facilitate regular gatherings of local business to provide information; facilitate networking and demonstrate leadership		X	X	X	X		CEO

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
1.2.3	Communicate and engage with the business community	1.2.3.1	Attend and participate in "Business After 5" functions	X	X	X	X	X		CEO
		1.2.3.2	Have Council representation on the BGBTA	X	X	X	X	X		CEO
1.2.4	Ensure the Shire's procurement policies support local business and local employment	1.2.4.1	Implement the recommendations of the 2016 Local Purchasing Audit	X	X	X	X	X		CEO
		1.2.4.2	Compile a local suppliers' inventory of services and products, for use by all local businesses (including the Shire) when considering purchases.	\$3,000						CEO

Key Goal 2 – Our Natural Environment is Valued, Conserved and Enjoyed

Objectives:

- 2.1 Value, protect and enhance our natural environment
- 2.2 Enhanced parklands, reserves and gardens
- 2.3 Effectively utilised natural resources
- 2.4 An informed community on land management and sustainable living
- 2.5 Effectively managed waste services
- 2.6 Development is sympathetic to the landscape

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
2.1.1	Support and promote sound environmental management practices	2.1.1.1	Conduct offset plantings as part of tree clearing applications	X	X	X	X	X		EMWS
		2.1.1.2	Prepare stormwater management plans for Bridgetown and Greenbushes					X		EMWS
2.1.2	Support local and regional environmental initiatives	2.1.2.1	Maintain financial support of the community landcare service	X	X	X	X	X		CEO

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		2.1.2.2	Work with local landcare groups in informing the community about the importance of weed control	X	X	X	X	X		CEO
2.1.3	Identify opportunities for protecting and enhancing the health of the Blackwood River and tributaries	2.1.3.1	Support local landcare groups in initiatives that improve the health of the Blackwood River	X	X	X	X	X		CEO
		2.1.3.2	Prepare a Geegelup Brook beautification and flood management plan			\$45,000				EMWS
2.1.4	Consider opportunities for greater recreational and commercial use of the Blackwood River	2.1.4.1	Prepare a development concept plan for River Park and surrounds	X						EMCS
		2.1.4.2	Redesign and reconstruct the river boardwalk	\$30,000					✓	EMWS
2.1.5	Improve public access to natural waterways	2.1.5.1	Ensure the Local Trails Masterplan identifies opportunities for trails adjacent to waterways	X	X					EMCS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
2.2.1	Prepare and implement strategies for development and maintenance of parklands and reserves	2.2.1.1	Establish a hierarchy of park maintenance and associated service levels for all parks and reserves	X						EMWS
		2.2.1.2	Prepare a parkland improvement strategy		X					EMWS
		2.2.1.3	Maintain parkland infrastructure	X	X	X	X	X		EMWS
		2.2.1.4	Support establishment of “friends of” groups for parks, gardens and reserves	X	X	X	X	X		CEO
2.2.2	Manage the Shire's parks on a waterwise basis	2.2.2.1	Install a demonstration of the use of Waterwise plants in one of the Shire’s flower beds	X						EMWS
		2.2.2.2	Install flow meters on the Shire’s main parks and garden water users	X						EMWS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
2.2.3	Prepare and implement management or conservation plans for bushland reserves	2.2.3.1	Have regard to conservation and natural environment in fire mitigation planning for Shire reserves	X	X	X	X	X		CESM
		2.2.3.2	Prepare management or conservation plans for high environmental value reserves			\$2,000	\$2,000	X		CEO
		2.2.3.3	Implement reserve management or conservation plans	X	X	X	X	X		CEO
2.2.4	Develop the Dumpling Gully waterbodies at Greenbushes	2.2.4.1	Acquire vesting of the Dumpling Gully waterbodies from the Water Corporation	X	X					CEO
		2.2.4.2	Plan for future community recreational use of the Dumpling Gully waterbodies		\$10,000					CEO

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
2.2.5	Develop and maintain playgrounds that cater for a range of age groups and activities	2.2.5.1	Audit all playgrounds and skate parks for safety and Australian standards compliance	X	X	X	\$5,000	X		EMWS
		2.2.5.2	Work with surrounding residents to prepare a concept development plan for a new playground at Highlands Estate	\$1,500						CEO
		2.2.5.3	Work with surrounding residents to prepare a concept development plan for a new playground at Four Seasons Estate	X						CEO
2.3.1	Explore and implement renewable energy options for Shire buildings	2.3.1.1	Install energy and water saving equipment at Shire's facilities	X	X	X	X	X		PBS
		2.3.1.2	Install flow meters on selected Shire buildings	X						PBS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
2.3.2	New Shire buildings to incorporate environmentally sustainable design principles	2.3.2.1	Consider environmental sustainability principles in planning for new Shire buildings	X	X	X	X	X		CEO
		2.3.2.2	Budget on an annual basis the retrofitting of energy efficient or water efficient fittings or infrastructure on existing Shire buildings	X	X	X	X	X		PBS
2.4.1	Improve provision and distribution of land management information	2.4.1.1	Provide relevant information in Shire welcome packs and on Shire website	X	X	X	X	X		EMCS
		2.4.1.2	Feature regular articles on relevant topics in Council newsletter	X	X	X	X	X		CEO

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
2.4.2	Encourage the community to have sustainable lifestyles and inform the community on ways to use our environment sustainably	2.4.2.1	Support the growth of community gardens	X	X	X	X	X		EMCS
		2.4.2.2	Feature regular articles on relevant topics in Council newsletter	X	X	X	X	X		CEO
		2.4.2.3	Promote the reduction of water and energy use to the community	X	X	X	X	X		CEO
2.5.1	Identify long term waste disposal and recycle options for the Shire	2.5.1.1	Monitor regional initiatives and opportunities	X	X	X	X	X		CEO
		2.5.1.2	Participate in the South West Regional Waste Strategy	X	X					CEO
		2.5.1.3	Operate the Bridgetown Waste Disposal Site within legislative standards	\$10,000	X	X	X	X		EMWS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		2.5.1.4	Further develop the inert waste area including restricting informal access and dumping	\$20,000						EMWS
		2.5.1.5	Operate the inert waste site	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000p a	✓	EMWS
		2.5.1.6	Develop a new liquid waste disposal facility	\$100,000						EMWS
		2.5.1.7	Develop a new green waste facility at Greenbushes	\$5,000						EMWS
2.5.2	Implement waste reduction and recycling initiatives	2.5.2.1	Develop waste information fact sheets and other initiatives to raise community awareness of the benefits of reduced waste outputs	X	X	X	X	X		EMWS
		2.5.2.2	Review alternative uses for non-commercial recyclable material		20,000		20,000	X		EMWS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
2.6.1	Planning processes allow for a diverse range of land and development opportunities	2.6.1.1	Explore and encourage development of high density blocks for smaller/mixed housing options with sensitivity to natural environment and landscape	X	X	X	X	X		MP
		2.6.1.2	Development application process allows a balance between sensitively developed places and progressive development	X	X	X	X	X		MP

Key Goal 3 – Our Built Environment is Maintained, Protected and Enhanced

Objectives:

3.1 Maintained townsite heritage and character

3.2 Outdoor spaces, places and buildings fit for purpose

3.3 Maintain an appropriate standard of transport networks, roads and pathways

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
3.1.1	Ensure relevant policies and plans offer appropriate protection to existing heritage character whilst still allowing appropriate development opportunities	3.1.1.1	Implement conservation plans for key shire owned heritage buildings	X	X	X	X	X		PBS
		3.1.1.2	Prepare a new Municipal Heritage Inventory	X						MP
		3.1.1.3	Prepare a business plan and obtain approvals for redevelopment of the Bridgetown Railway Station	X						EMCS
		3.1.1.4	Acquire suitable land tenure for the Bridgetown Railway Station	X						CEO

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		3.1.1.5	Redevelop the Bridgetown Railway Station		\$680,000				✓	EMCS
		3.1.1.6	Relocate the Greenbushes Railway Station to the Greenbushes Discovery centre for development as a new module					X		EMCS
3.1.2	Ensure town centres achieve a high standard of appearance and amenity	3.1.2.1	Implement streetscape upgrades in Bridgetown and Greenbushes	\$4,000	\$4,000	\$4,000	\$4,000			CEO
		3.1.2.2	Street and footpath sweeping to be focused on Bridgetown Town Centre	X	X	X	X	X		EMWS
		3.1.2.3	Landscape the western side of the railway car park	\$2,000						EMWS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
3.1.3	Work with community to identify and implement projects that promote the unique heritage and history of each town	3.1.3.1	Celebrate the 150 year anniversary of Bridgetown in 2018	\$10,000						CEO
		3.1.3.2	Once a new archives storage facility is developed offer the existing archives shed to the Bridgetown Historical Society		X					CEO
3.2.1	Community spaces and buildings accommodate a wide range of interests and activities	3.2.1.1	Plan for and develop a youth precinct and hang out space in Bridgetown by complete and enhancing the skate park, creating linkages with the leisure centre, library and improving amenities such as shade, seating, landscaping and Wi Fi	\$2,000	\$20,000				✓	EMCS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		3.2.1.2	Investigate a trailer-based mobile/pop-up space and equipment that can be utilised by community groups to host activities and events in different locations/facilities within the Shire			X				EMCS
		3.2.1.3	Renovate the Bridgetown Civic Centre			\$125,000			✓	PBS
		3.2.1.4	Review car parking and traffic flow requirements at the Bridgetown Leisure Centre	X						EMWS
		3.2.1.5	Review dog exercise areas including the need for fenced areas		X					CEO
		3.2.1.6	Install irrigation/reticulation at one park per annum	\$15,000	\$15,000	\$15,000	\$15,000			EMWS
		3.2.1.7	Ensure the provision of adequate parks and recreational equipment and facilities	\$23,730	\$24,000	\$24,000	\$24,000			EMCOR

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
3.2.2	Social and recreation programs make the most of existing built facilities	3.2.2.1	Programs are targeted at all age groups and regularly change to encourage ongoing participation	X	X	X	X	X		EMCS
		3.2.2.2	Provide advocacy and support for existing youth group activities to continue	X	X	X	X	X		EMCS
		3.2.2.3	Work in partnership with clubs to ensure sporting facilities are fit for purpose and improved based on need/funding	X	X	X	X	X		EMCS
		3.2.2.4	Host community movie nights	X	X	X	X	X		EMCS
3.2.3	Bridgetown Sportsground is the base for oval sports in the Shire	3.2.3.1	Improve the water quality and capacity of water sources that supply the Bridgetown Sportsground	X	X					EMWS
		3.2.3.2	Once an improved water supply is available upgrade the playing services at Bridgetown Sportsground		\$15,000					EMWS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
3.2.4	Greenbushes Sportsground is the base for rectangular sports in the Shire	3.2.4.1	Acquire an irrigation source for Greenbushes Sportsground	X						CEO
		3.2.4.2	Once a new irrigation source is available upgrade the playing surfaces at Greenbushes Sportsground		\$15,000					EMWS
3.2.5	Provide and maintain a range of facilities that cater for the community's needs	3.2.5.1	Maintain the Shire's building inventory	\$245,700	\$204,500	\$261,200	\$274,500	X		PBS
3.2.4		3.2.5.2	Upgrade where required the Shire's buildings where a demonstrated need is identified	\$5,750	\$52,000	\$8,000	\$2,000	X		PBS
3.2.6	Develop new facilities that provide for the identifiable needs of the community	3.2.6.1	Expand the gym at the Bridgetown Leisure Centre	\$190,000					✓	EMCS
3.3.1	A well maintained local and regional transport network	3.3.1.1	Annually review the 10 year strategic road works plan	X	X	X	X	X		EMWS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		3.3.1.2	Renew roads and drainage as identified under the 10 year strategic road works plan	\$715,626	\$670,818	\$678,510	\$578,310	X		EMWS
		3.3.1.3	Upgrade roads and drainage as identified under the 10 year strategic road works plan	\$117,500	\$256,500	\$155,000	\$202,000	X		EMWS
3.3.2	Maximise funding opportunities to improve road safety	3.3.2.1	Identify black spot eligible projects	X	X	X	X			EMWS
3.3.3	Provide and maintain a safe and efficient pedestrian transport system	3.3.3.1	Renew, upgrade or construct footpaths, trails and cycleways	\$55,000	\$5,000	\$71,000	\$120,000	X	✓	EMWS
3.3.4	Ensure suitable access to road building materials	3.3.4.1	Prepare and implement a gravel procurement strategy	X						EMWS
		3.3.4.2	Source gravel from private land for road works, using powers under the Local Government Act	X	X	X	X	X		EMWS

Key Goal 4 – A Community that is Friendly and Welcoming

Objectives:

- 4.1 A cohesive community with a sense of pride
- 4.2 Programs and facilities that encourage community resilience
- 4.3 Appropriate community led local transport systems
- 4.4 Promoting volunteerism
- 4.5 High levels of responsiveness to emergencies and emergency recovery
- 4.6 Fire prepared communities
- 4.7 A safe area

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
4.1.1	Deliver and support a wide range of community activities, events and associated infrastructure	4.1.1.1	Support the development of external funded public art	X	X	X	X	X		EMCS
		4.1.1.2	Fund community grants, service agreements and donations to a maximum value of \$160,000 per annum	X	X	X	X	X		EMCS
		4.1.1.3	Promote the availability of community grants and service agreements	X	X	X	X	X		EMCS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
4.1.2	Deliver programs that encourage community interaction and participation	4.1.2.1	Support a community based approach to the provision of art and culture development	X	X	X	X			EMCS
		4.1.2.2	Deliver programs at the Bridgetown Leisure Centre that cater for the community's demographic needs	X	X	X	X	X		EMCS
		4.1.2.3	Deliver programs at the Bridgetown Library that cater for the community's demographic needs	X	X	X	X	X		EMCS
4.2.1	Encourage events, activities, programs and services relevant to, and accessible for local youth	4.2.1.1	Support and encourage a range of recreational and social activities that appeal to different interests amongst young people	X	X	X	X	X		EMCS
		4.2.1.2	Encourage the delivery of arts, cultural and music experiences specifically designed for young people	X	X	X	X	X		EMCS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		4.2.1.3	Provide advocacy and support for existing youth group(s) activities to continue	X	X	X	X	X		EMCS
		4.2.1.4	Investigate the best mechanism for offering non-sport programs for young people such as coding, music and film production, animation and photography	X	X	X	X	X		EMCS
		4.2.1.5	Transport options are incorporated into all youth programs delivered by the Shire	X	X	X	X	X		EMCS
		4.2.1.6	Encourage local clubs and groups to address transport barriers to participation (carpooling, roster, bus)	X	X	X	X	X		EMCS
		4.2.1.7	Implement a supervised gym/weights program for young people at the Bridgetown Leisure Centre	X	X	X	X	X		EMCS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		4.2.1.8	Ensure youth programs are rotated in locations throughout the Shire	X	X	X	X	X		EMCS
4.2.2	Increase the awareness and acceptance of diversity and needs in local youth	4.2.2.1	Host an annual event that encourages young people to be welcoming and inclusive of others regardless of ability, culture, age or gender	\$10,000	\$10,000	\$10,000	\$10,000		✓	EMCS
		4.2.2.2	Youth Leadership Team to provide input into the Access and Inclusion Advisory Committee so that the needs of young people with disability are considered	X	X	X	X	X		EMCS
		4.2.2.3	The needs of young people with disability are considered when planning and delivering youth events and activities	X	X	X	X	X		EMCS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
4.2.3	Support relevant (local or outreach) support services and programs	4.2.3.1	Continue to advocate for the presence of youth support services in the community that are aligned with the changing needs of young people	X	X	X	X	X		EMCS
		4.2.3.2	Outreach services are available for youth from Greenbushes or transport assistance is made available to access services in Bridgetown	\$1,000	\$1,000	\$1,000	\$1,000	X		EMCS
		4.2.3.3	Collaborate with and support youth groups on projects aligned with goals and strategies of Council's Youth Plan	X	X	X	X	X		EMCS
4.2.4	Support educational and employment transitional programs	4.2.4.1	Work with schools and the Bridgetown-Greenbushes Tourism & Business Association to encourage local businesses to increase local work experience opportunities	X	X	X	X	X		EMCS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		4.2.4.2	Investigate a student scholarship scheme to provide funding support for young people wanting to participate in special youth or study program that brings new skills or ideas to the Shire		X					EMCS
		4.2.4.3	Explore the potential for the Community Resource Centres and Library to develop a homework club and tutoring services	X						EMCS
		4.2.4.4	Promote availability of the online tutoring services available through the Bridgetown Library	X						EMCS
		4.2.4.5	Provide an annual administrative traineeship opportunities for youth within the Shire organization	X	X	X	X	X		EMCOR

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		4.2.4.6	Include a youth jobs board on youth web pages enabling local businesses to advertise job vacancies	X	X	X	X	X		EMCS
4.2.5	Support initiatives that develop confidence, self-esteem and resilience	4.2.5.1	Co-host community awareness events on topical issues; social media, body image, self-harm – in partnership with organizations that provide specific youth services	\$1,000	\$1,000	\$1,000	\$1,000			EMCS
		4.2.5.2	Identify activities that will support young people look after their well-being	X	X	X	X	X		EMCS
		4.2.5.3	Develop a dedicated Youth Awards program to recognize and celebrate the achievements of young people in the community	X	X	X	X	X		EMCS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		4.2.5.4	Run an annual consultation activity to ensure the current views and ideas from local young people are heard	X	X	X	X	X		EMCS
		4.2.5.5	Support the youth leadership group to engage with their peers to understand changing youth needs and concerns	X	X	X	X	X		EMCS
4.2.6	Increase the number of aged care housing facilities	4.2.6.1	Support providers such as Geegeelup Village, Greenbushes Aged Care Committee, Access Housing etc. to build more units and expand residential care options	X	X	X	X	X		EMCS
		4.2.6.2	Ensure the Local Planning Scheme recognises the trends and opportunities associated with smaller/mixed housing developments	X						MP

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		4.2.6.3	Partner with housing providers and other agencies to provide seniors with information about housing and service options	X	X	X	X	X		EMCS
4.2.7	Explore the potential and feasibility of volunteer network/social enterprise models to assist seniors with home maintenance	4.2.7.1	Partner with CRC's to compile a service provider database for seniors and people with a disability	X						EMCS
		4.2.7.2	Lobby state and federal government regarding affordability and accessibility of in-home care services	X	X	X	X	X		CEO
4.2.8	Establish a central source of information dissemination and promotion of local seniors services and home bound residents	4.2.8.1	Identify suitable agencies or providers to be central source of information	X						EMCS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
4.2.9	Improve services and facilities for seniors and people with a disability	4.2.9.1	Consider recommendations for improvements from the Access and Inclusion Committee	X	X	X	X	X		EMCS
4.2.10	Maintain and enhance community services, including education and health	4.2.10.1	Advocate on behalf of the community on health and educational needs	X	X	X	X	X		CEO
4.3.1	Investigate improvements to local transport systems	4.3.1.1	Run a pilot program for introduction of a local bus service using the community bus	\$20,000					✓	EMCS
4.3.2	Seek to link volunteer transport service timetables with commercial transport providers	4.3.2.1	Investigate links with any volunteer transport services in Bunbury to connect with TransWA bus to assist seniors and people with disability access medical specialists		X					EMCS
4.4.1	Acknowledge volunteers and the contribution they make to our community	4.4.1.1	Hold an annual volunteers thank you function	X	X	X	X	X		CEO

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		4.4.1.2	Coordinate the Australia Day Awards	X	X	X	X	X		CEO
		4.4.1.3	Regularly profile long term volunteers in the Shire Insight Newsletter to promote the abilities of seniors as volunteers	X	X	X	X	X		EMCS
4.4.2	Promote to the community, both individually and at the community level, the importance and benefits of volunteering	4.4.2.1	Support and promote volunteer telephone services to connect with socially and physically isolated residents	X	X	X	X	X		EMCS
		4.4.2.2	Support volunteer and community groups with advice regarding funding, governance and strategic planning	X	X	X	X	X		EMCS

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		4.4.2.3	Lobby/work with state and federal government and other agencies regarding the disincentives of volunteering – red tape; insurance costs; transport costs	X	X	X	X	X		EMCS
		4.4.2.4	Engage with partners to support volunteers and community groups e.g. prison early release program	X	X	X	X	X		EMCS
4.5.1	Monitor risk management and emergency management profiles, procedures and preparedness	4.5.1.1	Annually review emergency arrangements	X	X	X	X	X		CEO
		4.5.1.2	Review the Shire's risk management profile	\$1,000	\$1,000	\$1,000	\$1,000			EMCOR
		4.5.1.4	Support the Local Emergency Management Advisory Committee and Bush Fire Advisory Committee	X	X	X	X			CEO

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
4.5.2	Prepare and implement flood mitigation/ management strategies	4.5.2.1	Implement the Flood Mitigation Strategy – Geegelup Brook					X		CEO
4.5.3	Improved mobile phone communications	4.5.3.1	Work with relevant Government agencies to identify and secure funding for improvements to mobile phone blackspots	X	X	X	X	X		CEO
4.6.1	Reduce bush fire hazards	4.6.1.1	Rehabilitate, protect and conserve Shire controlled land through hazard reduction	X	X	X	X	X		CESM
		4.6.1.2	Adopt a Shire fire management plan for Shire reserves	X						CESM
4.6.2	Support community education and information programs in relation to fire protection	4.6.2.1	Conduct pre fire season community briefings	X	X	X	X	X		CESM

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		4.6.2.2	The Insight Newsletter, Shire website and Welcome Pack to include fire preparedness information and links to key state government emergency websites	X	X	X	X	X		CEO
		4.6.2.3	Shire website to include information regarding fire retardant plant species, weed control, eradication and hazard reduction on private property	X	X	X	X	X		CEO
		4.6.2.4	Shire Welcome Pack to promote importance of volunteer bush fire brigades – encourage volunteers	X	X	X	X	X		EMCS
		4.6.2.5	Continue to promote and advise the community that bush fire services are volunteer based	X	X	X	X	X		CESM

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		4.6.2.6	Use social media to provide fire protection information	X	X	X	X	X		CESM
4.6.3	Develop policies and strategies concerning fire management on private properties	4.6.3.1	Review the design and contents of the Shire's Fire Break Order to make requirements clearer and more 'user friendly'		X					CEO
		4.6.3.2	Annually review Fire Break Order	X	X	X	X	X		CEO
		4.6.3.3	Maintain a low tolerance approach to non-compliance to Firebreak Order, in particular to property owners that have owned property for more than 1 year	X	X	X	X	X		CEO
4.6.4	Bush fire brigades are resourced with adequate equipment, appliances, training and other operational requirements	4.6.4.1	Continue to provide support to volunteer emergency services.	X	X	X	X	X		CESM

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		4.6.4.2	Monitor Shire owned equipment and appliances for fit for purpose	X	X	X	X	X		CESM
		4.6.4.3	Review appliance suitability when due for replacement under ESL Grant Scheme	X	X	X	X	X		CESM
		4.6.4.4	Prepare a plan for the development of the Bush Fire Headquarters as a sub-regional training facility	X						CESM
		4.6.4.5	Provide funding for the repair/replacement of non ESL fire fighting equipment	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000pa		CESM
		4.6.4.6	Annual budget submissions are made to DFES for operational and capital funding	X	X	X	X	X		CESM

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
4.7.1	A functional and safe Hampton Street	4.7.1.1	Continue to monitor changes in use patterns, behaviour and the perception of safety, to determine the need or otherwise of further options including the possibility of reactivating planning for a heavy haulage deviation or bypass road	X	X	X	X	X		CEO
		4.7.1.2	With MRWA, investigate parking between Stewart Street and Phillips Street		X					EMWS
4.7.2	Improve parking and pedestrian accessibility in town centres	4.7.2.1	Acquire suitable tenure of land behind shops adjacent to Geegelup Brook to formalise access and car parking	\$8,000						CEO

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		4.7.2.2	Acquire suitable tenure of land behind Greenbushes commercial businesses in order to upgrade parking and laneway	\$4,000						CEO
		4.7.2.3	Develop new ACROD parking bays in CBD to replace existing on-street infirm parking bays	\$2,500						EMCS
		4.7.2.4	Review directional signage to car parking	\$2,000						EMWS
		4.7.2.5	Construct car parking area behind shops adjacent to Geegelup Brook			\$120,000			✓	EMWS
		4.7.2.6	Upgrade/seal carpark and adjacent laneway behind Greenbushes commercial businesses			\$220,000			✓	EMWS
4.7.3	Develop and implement crime prevention strategies	4.7.3.1	Develop and implement a CCTV Plan			X	X	X		CEO

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
		4.7.3.2	Arrange regular contact with law enforcement agencies to discuss crime prevention planning and programs	X	X	X	X	X		CEO

Key Goal 5 – Our Leadership will be Visionary, Collaborative and Accountable

Objectives:

- 5.1 Our community actively participates in civic life
- 5.2 We maintain high standards of governance, accountability and transparency
- 5.3 We operate within the Integrated Planning Framework
- 5.4 We participate in regional collaboration
- 5.5 We are strong advocates for our community

Strategy Ref.	Strategy	Action Ref.	Action	2017/18	2018/19	2019/20	2020/21	2021/22 Onwards	Dependency on External Funding?	Responsible Officer
5.1.1	The community is involved in local decision making	5.1.1.1	Formalise the youth representative group to advise Council on youth issues and lead the engagement of young people in the community - ensure Shire wide representation	X	X	X	X	X		EMCS
		5.1.1.2	Support the engagement of youth in the planning and design of a Youth Precinct and other local programs for young people	X	X	X	X	X		EMCS

		5.1.1.3	Major projects to include where appropriate a specific community engagement component	X	X	X	X	X		CEO
		5.1.1.4	Advertise forthcoming Council elections including articulating the benefits and responsibilities of being a councillor	\$1,000		\$1,000		X		CEO
5.1.2	People are provided opportunities to develop strong leadership skills	5.1.2.1	Host an annual leadership program for young people to encourage the development of new skills and capabilities	X	X	X	X			EMCS
		5.1.2.2	Implement a community leadership program component in the annual Shire grants program		X	X	X			EMCS
		5.1.2.3	Acknowledge and promote the value of seniors	X	X	X	X	X		EMCS
5.1.3	Monitor, maintain and enhance the way we communicate with the community	5.1.3.1	Regularly review community engagement strategies and policies	X	X	X	X	X		CEO

		5.1.3.2	Provide regular feedback to the community following consultation periods	X	X	X	X	X		CEO
		5.1.3.3	Inform the community regarding regulatory requirements	X	X	X	X	X		CEO
		5.1.3.4	Prepare a bi-monthly Shire newsletter	X	X	X	X	X		CEO
5.1.4	People receive Shire information, services and opportunities according to their needs	5.1.4.1	Provide an information pack to new residents	\$1,000	\$1,000	\$1,000	\$1,000	X		EMCS
		5.1.4.2	Monitor the effectiveness and structure of the Shire website	X	X	X	X	X		CEO
5.1.5	Support groups that deliver programs, activities and services for the benefit of the community	5.1.5.1	Provide advice and direction to community groups to identify funding sources	X	X	X	X	X		EMCS
5.2.1	Councillors provide strong and ethical leadership	5.2.1.1	Undertake an in-house councillor induction program for new councillors after Council elections	X		X		X		CEO

		5.2.1.2	Provide training opportunities for councillors	X	X	X	X	X		CEO
		5.2.1.3	Conduct a bi-annual study tour to other councils		\$4,000		\$4,000	X		CEO
		5.2.1.4	Review the Code of Conduct		X					CEO
		5.2.1.5	Consider method of conducting ordinary and special council elections	\$19,000		\$19,000		X		CEO
5.2.2	Staff work in an ethical manner	5.2.2.1	Achieve full compliance in annual Compliance Audit Return	X	X	X	X	X		CEO
		5.2.2.2	Monitor complaints regarding staff behaviour	X	X	X	X	X		CEO
		5.2.2.3	Maintain a strong relationship between Council and the administration through good information and communication	X	X	X	X	X		CEO
		5.2.2.4	Senior Management Group to establish formal budget monitoring processes	X	X	X	X	X		EMCOR

5.2.3	Ensure organisational capability	5.2.3.1	Develop and implement an organisation wide compliance calendar	X						CEO
		5.2.3.2	Implement succession planning in key parts of the organisational structure	X						CEO
		5.2.3.3	Develop a new archives storage facility that meets legislative requirements	\$60,000						EMCOR
		5.2.3.4	Review the Records Management Plan					X		EMCOR
		5.2.3.5	Undertake review of systems for risk management, internal controls and legislative compliance as required under Audit Regulation 17		\$10,000		X	X		EMCOR
		5.2.3.6	Develop a Business Continuity Plan as identified in the 2014 Audit Regulation No, 17 review	X						EMCOR
		5.2.3.7	Review the organisational structure	X						CEO

		5.2.3.8	Ensure the provision of appropriate furniture and equipment for effective operations	\$6,000	\$10,000	\$10,000	\$10,000	X		EMCOR
		5.2.3.9	Regularly review levels of delegated authority to match responsibility	X	X	X	X	X		CEO
		5.2.3.10	Maintain a safe workplace via appropriate occupational health and safety systems and procedures	X	X	X	X	X		CEO
		5.2.3.11	Prepare a local environmental health plan		X					MEH
		5.2.3.12	Staff have access to agreed training and professional development opportunities and pathways	X	X	X	X	X		CEO
		5.2.3.13	Provide emergency power systems for key Shire facilities	\$35,000						PBS
		5.2.3.14	Develop a project management framework	X						CEO

		5.2.3.15	Review lease agreements	X						CEO
		5.2.3.16	Ensure provision of adequate plant and fleet as per Plant & Fleet Replacement Plan	\$848,000	\$645,900	\$560,900	\$407,200	X		EMWS
5.2.4	Maintain a strong customer focus	5.2.4.1	Review the Customer Service Charter	X						CEO
		5.2.4.2	Further develop and maintain online communication tools such as Facebook, Shire Bytes email service and website	X	X	X	X	X		CEO
		5.2.4.3	Operate an effective Customer Service Request process where customers receive timely advice on the status of their request	X	X	X	X	X		CEO
5.2.5	Regularly review community engagement strategies and policies	5.2.5.1	Conduct community satisfaction and feedback surveys on a bi-annual basis		X		X	X		CEO
		5.2.5.2	Hold the December Council meeting in Greenbushes	X	X	X	X	X		CEO

5.2.6	Ensure the future financial sustainability of the Organisation	5.2.6.1	Establish targets and monitor performance for income streams	X	X	X	X	X		EMCOR
		5.2.6.2	Review the rating structure				X			EMCOR
		5.2.6.3	Assess level of fees and charges to apply cost recovery principle where appropriate	X	X	X	X	X		EMCOR
		5.2.6.4	Limit entry into services and activities provided by others unless there is adequate compensation or available resources.	X	X	X	X	X		CEO
		5.2.6.5	Manage debt so annual repayments don't impinge on ability to fund service delivery	X	X	X	X	X		EMCOR
		5.2.6.6	Develop a long term strategy to achieve compliance to financial ratios		X					EMCOR
5.2.7	Council's policies and local laws are responsive to community needs	5.2.7.1	Annually review policies	X	X	X	X	X		CEO

		5.2.7.2	Periodically review Local Laws to ensure compliance to Local Government Act					X		CEO
		5.2.7.3	Conduct a local red-tape reduction strategy		X					CEO
5.2.8	Ensure all legislative responsibilities and requirements are met	5.2.8.1	Conduct health inspections of food premises, accommodation outlets, etc.	X	X	X	X	X		MEH
		5.2.8.2	Provide effective regulatory services	X	X	X	X	X		CEO
		5.2.8.3	Implement GRV and UV revaluations		\$55,000			X		EMCOR
5.3.1	Implement the Shire's Integrated Planning Review Cycle	5.3.1.1	Annually review the Corporate Business Plan	X	X	X	X	X		CEO
		5.3.1.2	In-house review of Strategic Community Plan once every 4 years		X			X		CEO
		5.3.1.3	Facilitated (externally assisted) review of Strategic Community Plan once every 4 years				\$20,000	X		CEO

		5.3.1.4	Annual review of Long Term Financial Plan	X	X	X	X	X		EMCOR
		5.3.1.5	Annual review of capital works plans	X	X	X	X	X		EMCOR
		5.3.1.6	Annual review of Fleet/Plant Replacement Plan	X	X	X	X	X		EMWS
		5.3.1.7	Four Yearly review of Workforce Plan (following full review of SCP)	\$5,000				X		CEO
		5.3.1.8	Review Sport and Recreation Strategic Plan				X			EMCS
		5.3.1.9	Review Youth Community Plan				X			EMCS
		5.3.1.10	Review Aged Community Plan				X			EMCS
		5.3.1.11	Review Access and Inclusion Plan		X					EMCS
		5.3.1.12	Annual review of Leisure Centre Business Plan	X	X	X	X	X		EMCS
		5.3.1.13	Annually review Asset Management Plans	X	X	X	X	X		EMCOR

		5.3.1.14	Develop an Information Technology and Communications Strategy		\$5,000					EMCOR
		5.3.1.15	Develop a Parkland Assets Replacement Plan		\$5,000					EMWS
		5.3.1.16	Prepare a Furniture and Equipment Replacement Plan	X						EMCOR
		5.3.1.17	Prepare a Works Equipment Replacement Plan	X						EMWS
5.3.2	Apply best practice asset management principles	5.3.2.1	Review and maintain asset management plans for all relevant asset classes	\$25,000	\$2,500	\$20,000	\$80,000	X		EMCOR
		5.3.2.2	Periodically review the use of Shire buildings to ensure their use is optimised	X	X	X	X	X		CEO
		5.3.2.3	Manage access to Shire standpipes				\$16,000			CESM
5.3.3	Establish and review service levels	5.3.3.1	Monitor opportunities for outsourcing of selected services	X	X	X	X	X		CEO

		5.3.3.2	Prepare or review service levels of at least one service per annum	\$5,000	\$5,000	\$5,000	\$5,000			CEO
5.4.1	Monitor opportunities for shared services in co-operation with regional partners	5.4.1.1	Correspond and meet with regional partners to discuss potential shared services	X	X	X	X	X		CEO
5.4.2	Participate in local government collaborative groups	5.4.2.1	Actively participate in the WALGA South West Zone	X	X	X	X	X		CEO
		5.4.2.2	Maintain membership of the Warren Blackwood Alliance of Councils	X	X	X	X	X		CEO
5.4.3	Monitor potential initiatives in local government reform	5.4.3.1	Correspond and meet with regional partners to discuss projects and issues of concern	X	X	X	X	X		CEO

		5.4.3.2	Council's position is that it is a sustainable local government and can remain an autonomous local government authority however in the event of local government reform Council's 2009 vision for a "Blackwood Valley Shire" is to be promoted	X	X	X	X	X		CEO
5.5.1	Lobby and advocate to represent the community's needs	5.5.1.1	Implement the findings of the Age Friendly Community Plan, Youth Community Plan, Access and Inclusion Plan and other Shire of Bridgetown-Greenbushes integrated planning strategies	X	X	X	X	X		EMCS

Financing the Corporate Business Plan

The Corporate Business Plan has been prepared with regard to the limited resources available to the Council and actions have been identified that maximise the delivery of Council's overall vision, key goals, objectives and strategies.

The following tables are extracted from Council's Long Term Financial Plan that has been prepared and is reviewed annually in conjunction with the preparation and review of the Corporate Business Plan.

	2017/18	2018/19	2019/20	2020/21
	\$	\$	\$	\$
FUNDING FROM OPERATIONAL ACTIVITIES				
Revenues				
Rates	4,370,922	4,556,687	4,773,130	5,011,786
Operating grants, subsidies and contributions	2,677,345	2,475,882	2,418,111	2,488,775
Fees and charges	1,676,992	1,717,180	1,736,867	1,802,104
Interest earnings	165,383	160,683	147,358	147,331
Other revenue	139,877	127,964	130,491	133,499
	9,030,519	9,038,396	9,205,957	9,583,495
Expenses				
Employee costs	(4,466,678)	(4,554,911)	(4,668,370)	(4,807,573)
Materials and contracts	(2,447,832)	(2,242,093)	(2,147,044)	(2,264,784)
Utility charges (electricity, gas, water etc.)	(256,026)	(263,706)	(271,620)	(279,764)
Depreciation on non-current assets	(3,558,585)	(3,671,365)	(3,781,880)	(3,889,352)
Interest expense	(84,287)	(78,325)	(69,385)	(62,583)
Insurance expense	(236,682)	(240,825)	(246,245)	(252,402)
Other expenditure	(329,708)	(335,474)	(343,022)	(351,602)
	(11,379,798)	(11,386,699)	(11,527,566)	(11,908,060)
Funding Position Adjustments				
Depreciation on non-current assets	3,558,585	3,671,365	3,781,880	3,889,352
Net Funding From Operational Activities	1,209,306	1,323,062	1,460,271	1,564,787

FUNDING FROM CAPITAL ACTIVITIES

Inflows

Proceeds on disposal	233,000	199,873	198,568	141,073
Non-operating grants, subsidies and contributions	1,151,818	1,146,890	1,155,163	923,171

Outflows

Purchase of property plant and equipment	(1,629,180)	(1,641,002)	(1,028,726)	(795,349)
Purchase of infrastructure	(1,464,125)	(1,314,313)	(1,582,816)	(1,479,320)

Net Funding From Capital Activities	(1,708,487)	(1,608,552)	(1,257,811)	(1,210,425)
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FUNDING FROM FINANCING ACTIVITIES

Inflows

Transfer from reserves	668,800	1,016,107	479,960	394,730
New borrowings	120,000	0	0	0
Self supporting loan	10,685	11,087	11,505	11,938

Outflows

Transfer to reserves	(480,850)	(483,101)	(478,868)	(539,171)
Repayment of past borrowings	(248,491)	(258,603)	(215,057)	(221,859)

Net Funding From Financing Activities	70,144	285,490	(202,460)	(354,362)
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Estimated Surplus/Deficit July 1 B/Fwd	429,037	0	0	0
Estimated Surplus/Deficit June 30 C/Fwd	0	0	0	0



SHIRE OF BRIDGETOWN-GREENBUSHES

MONTHLY FINANCIAL REPORT

For the Period Ended 31 May 2017

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Detailed account schedules will be provided with financial reports to be presented at the following Council meetings:

October 2016

February 2017 (Budget Review)

April 2017

July 2017

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Program)
For the Period Ended 31 May 2017

	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
Note	\$	\$	\$	\$	%
Operating Revenues					
Governance	329	119	1,046	927	778.82%
General Purpose Funding - Rates	4,254,911	4,180,249	4,182,711	2,462	0.06%
General Purpose Funding - Other	1,963,244	1,935,866	1,963,362	27,496	1.42%
Law, Order and Public Safety	759,185	247,765	254,833	7,068	2.85%
Health	20,500	19,391	19,244	(147)	(0.76%)
Education and Welfare	4,509	384	605	221	57.64%
Housing	7,450	7,239	7,245	6	0.08%
Community Amenities	988,685	980,201	990,369	10,168	1.04%
Recreation and Culture	537,640	519,112	499,829	(19,283)	(3.71%)
Transport	3,491,503	2,194,502	2,780,283	585,781	26.69%
Economic Services	154,680	146,522	149,761	3,239	2.21%
Other Property and Services	240,720	204,841	202,638	(2,203)	(1.08%)
Total Operating Revenue	12,423,356	10,436,191	11,051,927	615,736	
Operating Expenses					
Governance	(971,127)	(879,964)	(828,813)	51,151	5.81%
General Purpose Funding	(116,228)	(106,611)	(105,760)	851	0.80%
Law, Order and Public Safety	(750,473)	(689,215)	(647,571)	41,644	6.04%
Health	(90,083)	(81,761)	(60,377)	21,384	26.15%
Education and Welfare	(193,946)	(173,694)	(193,670)	(19,976)	(11.50%)
Housing	(33,643)	(30,757)	(28,651)	2,106	6.85%
Community Amenities	(1,625,441)	(1,450,814)	(1,426,495)	24,319	1.68%
Recreation and Culture	(2,832,085)	(2,535,492)	(2,501,821)	33,671	1.33%
Transport	(3,796,027)	(3,446,694)	(3,299,768)	146,926	4.26%
Economic Services	(622,083)	(566,975)	(541,703)	25,272	4.46%
Other Property and Services	(216,562)	(143,165)	(196,964)	(53,799)	(37.58%)
Total Operating Expenditure	(11,247,698)	(10,105,142)	(9,831,594)	273,548	
Funding Balance Adjustments					
Add back Depreciation	3,786,087	3,473,793	3,476,270	2,477	
Adjust (Profit)/Loss on Asset Disposal	8 10,105	6,788	2,654	(4,134)	
Adjust Provisions and Accruals	0	0	3,279	3,279	
Net Cash from Operations	4,971,850	3,811,630	4,702,536	890,906	
Capital Revenues					
Proceeds from Disposal of Assets	8 113,335	95,335	45,000	(50,335)	(52.80%)
Total Capital Revenues	113,335	95,335	45,000	(50,335)	
Capital Expenses					
Land and Buildings	(594,888)	(536,861)	(259,597)	277,264	51.65%
Infrastructure - Roads	(1,649,605)	(1,397,988)	(1,108,924)	289,064	20.68%
Infrastructure - Footpaths	(64,600)	(42,000)	(12,990)	29,010	69.07%
Infrastructure - Drainage	(53,387)	(47,537)	(6,798)	40,739	85.70%
Infrastructure - Parks and Ovals	(129,600)	(60,504)	(12,303)	48,201	79.67%
Infrastructure - Bridges	(1,985,040)	(240,338)	(888,312)	(647,974)	(269.61%)
Infrastructure - Other	(123,288)	(116,966)	(68,903)	48,063	41.09%
Plant and Equipment	(1,063,966)	(547,766)	(296,632)	251,134	45.85%
Furniture and Equipment	(40,120)	(18,130)	(6,065)	12,065	66.55%
Total Capital Expenditure	9 (5,704,494)	(3,008,090)	(2,660,524)	347,566	

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Program)
For the Period Ended 31 May 2017

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Net Cash from Capital Activities		(5,591,159)	(2,912,755)	(2,615,524)	297,231	
Financing						
Proceeds from New Debentures	10	0	0	0	0	
Self-Supporting Loan Principal	10	10,297	5,101	5,101	0	0.00%
Transfer from Reserves	7	790,949	385,904	385,904	0	0.00%
Repayment of Debentures	10	(263,182)	(130,380)	(130,380)	0	0.00%
Repayment of Finance Leases	10	(19,772)	(19,772)	(19,772)	0	0.00%
Transfer to Reserves	7	(526,478)	(46,964)	(46,964)	0	0.00%
Net Cash from Financing Activities		(8,186)	193,889	193,889	0	
Net Operations, Capital and Financing		(627,495)	1,092,764	2,280,902	1,188,137	
Opening Funding Surplus(Deficit)	2	625,995	625,995	625,995	0	
Closing Funding Surplus(Deficit)	2	(1,500)	1,718,759	2,906,897	1,188,138	

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 31 May 2017

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Operating Revenues						
Rates	11	4,144,711	4,074,601	4,082,206	7,605	0.19%
Operating Grants, Subsidies and Contributions		2,374,791	2,342,689	2,349,966	7,277	0.31%
Grants, Subsidies and Contributions for the Development of Assets		3,957,371	2,184,381	2,769,058	584,677	26.77%
Fees and Charges		1,568,457	1,525,382	1,510,813	(14,569)	(0.96%)
Interest Earnings		154,200	125,050	152,667	27,617	22.08%
Other Revenue		223,826	184,088	187,218	3,130	1.70%
Profit on Disposal of Assets	8	0	0	0	0	
Total Operating Revenue		12,423,356	10,436,191	11,051,927	615,736	
Operating Expenses						
Employee Costs		(4,286,620)	(3,819,382)	(3,847,687)	(28,305)	(0.74%)
Materials and Contracts		(2,261,683)	(1,982,469)	(1,695,927)	286,542	14.45%
Utility Charges		(244,199)	(226,720)	(222,305)	4,415	1.95%
Depreciation on Non-Current Assets		(3,786,087)	(3,473,793)	(3,476,270)	(2,477)	(0.07%)
Interest Expenses		(94,868)	(47,717)	(48,724)	(1,007)	(2.11%)
Insurance Expenses		(240,890)	(240,860)	(240,482)	378	0.16%
Other Expenditure		(323,246)	(307,413)	(297,545)	9,868	3.21%
Loss on Disposal of Assets	8	(10,105)	(6,788)	(2,654)	4,134	60.90%
Total Operating Expenditure		(11,247,698)	(10,105,142)	(9,831,594)	273,548	
Funding Balance Adjustments						
Add back Depreciation		3,786,087	3,473,793	3,476,270	2,477	
Adjust (Profit)/Loss on Asset Disposal	8	10,105	6,788	2,654	(4,134)	
Adjust Provisions and Accruals		0	0	3,279	3,279	
Net Cash from Operations		4,971,850	3,811,630	4,702,536	890,906	
Capital Revenues						
Proceeds from Disposal of Assets	8	113,335	95,335	45,000	(50,335)	(52.80%)
Total Capital Revenues		113,335	95,335	45,000	(50,335)	
Capital Expenses						
Land and Buildings		(594,888)	(536,861)	(259,597)	277,264	51.65%
Infrastructure - Roads		(1,649,605)	(1,397,988)	(1,108,924)	289,064	20.68%
Infrastructure - Footpaths		(64,600)	(42,000)	(12,990)	29,010	69.07%
Infrastructure - Drainage		(53,387)	(47,537)	(6,798)	40,739	85.70%
Infrastructure - Parks and Ovals		(129,600)	(60,504)	(12,303)	48,201	79.67%
Infrastructure - Bridges		(1,985,040)	(240,338)	(888,312)	(647,974)	(269.61%)
Infrastructure - Other		(123,288)	(116,966)	(68,903)	48,063	41.09%
Plant and Equipment		(1,063,966)	(547,766)	(296,632)	251,134	45.85%
Furniture and Equipment		(40,120)	(18,130)	(6,065)	12,065	66.55%
Total Capital Expenditure	9	(5,704,494)	(3,008,090)	(2,660,524)	347,566	
Net Cash from Capital Activities		(5,591,159)	(2,912,755)	(2,615,524)	297,231	

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 May 2017

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Financing						
Proceeds from New Debentures	10	0	0	0	0	
Self-Supporting Loan Principal	10	10,297	5,101	5,101	0	0.00%
Transfer from Reserves	7	790,949	385,904	385,904	0	0.00%
Repayment of Debentures	10	(263,182)	(130,380)	(130,380)	0	0.00%
Repayment of Finance Leases	10	(19,772)	(19,772)	(19,772)	0	0.00%
Transfer to Reserves	7	(526,478)	(46,964)	(46,964)	0	0.00%
Net Cash from Financing Activities		(8,186)	193,889	193,889	0	
Net Operations, Capital and Financing		(627,495)	1,092,764	2,280,902	1,188,137	
Opening Funding Surplus(Deficit)	2	625,995	625,995	625,995	0	
Closing Funding Surplus(Deficit)	2	(1,500)	1,718,759	2,906,897	1,188,138	

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 31 May 2017

	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	0	0		
Other Governance	279	119	1,046	927	778.82%	
General Purpose Funding - Rates						
Rates	4,254,911	4,180,249	4,182,711	2,462	0.06%	
Other General Purpose Funding	1,963,244	1,935,866	1,963,362	27,496	1.42%	
Law, Order and Public Safety						
Fire Prevention	713,137	203,055	207,374	4,319	2.13%	
Animal Control	28,410	27,351	29,600	2,249	8.22%	
Other Law, Order and Public Safety	17,638	17,359	17,859	500	2.88%	
Health						
Prev Services - Inspection and Admin	20,500	19,391	19,244	(147)	(0.76%)	
Education and Welfare						
Other Education	509	384	605	221	57.64%	
Aged and Disabled - Other	0	0	0	0		
Other Welfare	4,000	0	0	0		
Housing						
Staff Housing	7,450	7,239	7,245	6	0.08%	
Community Amenities						
Sanitation - General Refuse	927,257	922,607	922,224	(383)	(0.04%)	
Sanitation - Other	50	0	200	200		
Sewerage	13,764	13,097	14,571	1,474	11.26%	▲
Urban Stormwater Drainage	11,364	11,364	11,364	(0)	0.00%	
Town Planning and Regional Develop	15,150	13,883	19,845	5,962	42.94%	▲
Other Community Amenities	21,100	19,250	22,165	2,915	15.14%	▲
Recreation and Culture						
Public Halls and Civic Centres	19,809	18,159	17,628	(531)	(2.92%)	
Swimming Areas and Beaches	1,818	1,818	1,818	0	(0.01%)	
Other Recreation and Sport	503,686	491,569	470,691	(20,878)	(4.25%)	
Libraries	7,030	6,382	7,084	702	11.01%	
Heritage	4,447	336	977	641	190.71%	
Other Culture	850	848	1,630	782	92.26%	
Transport						
Streets and Road Construction	3,316,134	2,024,844	2,609,521	584,677	28.88%	▲
Streets and Road Maintenance	175,019	169,308	170,302	994	0.59%	
Parking Facilities	350	350	110	(240)	(68.57%)	
Traffic Control	0	0	350	350		
Economic Services						
Tourism and Area Promotion	113,780	106,613	109,791	3,178	2.98%	
Building Control	32,400	31,909	32,903	994	3.12%	
Economic Development	500	0	0	0		
Other Economic Services	8,000	8,000	7,067	(933)	(11.66%)	
Other Property and Services						
Private Works	69,000	60,000	56,869	(3,131)	(5.22%)	▼
Plant Operation Costs	31,671	29,171	25,903	(3,268)	(11.20%)	▼
Salaries and Wages	5,000	4,576	1,625	(2,951)	(64.49%)	▼
Corporate Services Department	24,000	22,000	20,000	(2,000)	(9.09%)	
Admin and Finance Activity Units	47,143	35,355	35,077	(278)	(0.79%)	

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Sub Program)
For the Period Ended 31 May 2017

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Operating Revenues (Continued)							
Planning and Environment Department		0	0	9,956	9,956		▲
Community Services Department		1,938	1,771	1,789	18	1.03%	
Unclassified		61,968	51,968	51,418	(550)	(1.06%)	
Total Operating Revenue		12,423,356	10,436,191	11,051,927	615,736		
Operating Expenses							
Governance							
Members of Council		(323,415)	(292,388)	(271,204)	21,184	7.25%	▲
Other Governance		(647,712)	(587,576)	(557,609)	29,967	5.10%	▲
General Purpose Funding							
Rates		(115,146)	(106,180)	(105,663)	517	0.49%	
Other General Purpose Funding		(1,082)	(431)	(97)	334	77.50%	
Law, Order and Public Safety							
Fire Prevention		(607,129)	(559,415)	(543,220)	16,195	2.89%	
Animal Control		(72,321)	(65,067)	(48,084)	16,983	26.10%	▲
Other Law, Order and Public Safety		(71,023)	(64,733)	(56,266)	8,467	13.08%	▲
Health							
Maternal and Infant Health		(6,000)	(6,000)	(6,000)	0	0.00%	
Prev Services - Inspection and Admin		(74,832)	(67,395)	(51,695)	15,700	23.30%	▲
Preventative Services - Pest Control		(491)	(387)	0	387	100.00%	
Preventative Services - Other		(8,760)	(7,979)	(2,683)	5,296	66.38%	▲
Education and Welfare							
Other Education		(18,967)	(17,452)	(17,476)	(24)	(0.14%)	
Care of Families and Children		(43,023)	(40,100)	(77,888)	(37,788)	(94.24%)	▼
Aged and Disabled - Other		(93,460)	(82,206)	(63,929)	18,277	22.23%	▲
Other Welfare		(38,496)	(33,936)	(34,376)	(440)	(1.30%)	
Housing							
Staff Housing		(33,643)	(30,757)	(28,651)	2,106	6.85%	
Community Amenities							
Sanitation - General Refuse		(815,729)	(733,753)	(737,451)	(3,698)	(0.50%)	
Sanitation - Other		(31,479)	(23,888)	(21,042)	2,846	11.91%	▲
Sewerage		(44,389)	(40,360)	(26,574)	13,786	34.16%	▲
Urban Stormwater Drainage		(293,559)	(252,046)	(244,353)	7,693	3.05%	
Protection of Environment		(75,462)	(72,788)	(66,354)	6,434	8.84%	▲
Town Planning and Regional Develop		(182,641)	(167,415)	(183,101)	(15,686)	(9.37%)	▼
Other Community Amenities		(182,182)	(160,564)	(147,620)	12,944	8.06%	▲
Recreation and Culture							
Public Halls and Civic Centres		(149,266)	(131,003)	(118,399)	12,604	9.62%	▲
Swimming Areas and Beaches		(12,778)	(11,847)	(7,568)	4,279	36.12%	▲
Other Recreation and Sport		(2,109,164)	(1,883,592)	(1,906,712)	(23,120)	(1.23%)	
Television and Radio Re-Broadcasting		(5,623)	(5,314)	(3,831)	1,483	27.91%	▲
Libraries		(429,424)	(393,871)	(373,216)	20,655	5.24%	▲
Heritage		(86,503)	(73,419)	(67,389)	6,030	8.21%	▲
Other Culture		(39,327)	(36,446)	(24,704)	11,742	32.22%	▲
Transport							
Streets and Road Maintenance		(3,766,941)	(3,426,871)	(3,279,521)	147,350	4.30%	
Parking Facilities		(24,932)	(15,673)	(17,085)	(1,412)	(9.01%)	
Traffic Control		(3,154)	(3,150)	(2,163)	987	31.34%	

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Sub Program)
For the Period Ended 31 May 2017

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Operating Expenses (Continued)							
Aerodromes		(1,000)	(1,000)	(1,000)	0	0.00%	
Economic Services							
Tourism and Area Promotion		(396,160)	(363,430)	(336,615)	26,815	7.38%	▲
Building Control		(186,303)	(166,970)	(174,698)	(7,728)	(4.63%)	
Economic Development		(29,096)	(27,586)	(21,204)	6,382	23.14%	▲
Other Economic Services		(10,524)	(8,989)	(9,186)	(197)	(2.20%)	
Other Property and Services							
Private Works		(64,385)	(56,202)	(55,005)	1,197	2.13%	
Works and Services Management		562	7,587	29,786	22,199	292.60%	▲
Waste Activity Unit		(9,757)	(7,531)	(3,726)	3,805	50.53%	▲
Works Activity Unit		23,889	(3,194)	166	3,360	105.20%	▲
Fleet Activity Unit		(5,703)	(4,715)	(15,739)	(11,024)	(233.82%)	▼
Plant Operation Costs		19,021	12,662	1,260	(11,402)	(90.05%)	▼
Salaries and Wages		(5,000)	(4,576)	5,417	9,993	218.38%	▲
Corporate Services Department		(10,039)	21	1,526	1,505	7166.38%	▲
Chief Executive Office Department		(7,229)	13,888	(593)	(14,481)	(104.27%)	▼
Admin and Finance Activity Units		(49,499)	(40,131)	(40,131)	0	0.00%	
Planning and Environment Department		4,771	13,540	(57,768)	(71,308)	(526.65%)	▼
Community Services Department		(5,293)	(1,538)	(6,136)	(4,598)	(298.93%)	▼
Unclassified		(107,900)	(72,976)	(56,023)	16,953	23.23%	▲
Total Operating Expenditure		(11,247,698)	(10,105,142)	(9,831,594)	273,548		
Funding Balance Adjustments							
Add back Depreciation		3,786,087	3,473,793	3,476,270	2,477		
Adjust (Profit)/Loss on Asset Disposal	8	10,105	6,788	2,654	(4,134)		
Adjust Provisions and Accruals		0	0	3,279	3,279		
Net Cash from Operations		4,971,850	3,811,630	4,702,536	890,906		
Capital Revenues							
Proceeds from Disposal of Assets	8						
Governance							
Other Governance		18,000	18,000	0	(18,000)	(100.00%)	▼
Community Amenities							
Sanitation - General Refuse		19,835	19,835	0	(19,835)	(100.00%)	▼
Transport							
Road Plant Purchases		57,500	57,500	45,000	(12,500)	(21.74%)	▼
Economic Services							
Building Control		18,000	0	0	0		
Total Capital Revenues		113,335	95,335	45,000	(50,335)		
Capital Expenses							
Governance							
Members of Council		(5,000)	0	0	0		
Other Governance		(95,438)	(82,438)	(10,714)	71,724	87.00%	▲
Law, Order and Public Safety							
Fire Prevention		(518,716)	(39,016)	(37,603)	1,413	3.62%	
Other Law, Order and Public Safety		0	0	0	0		
Education and Welfare							
Aged and Disabled		(8,990)	0	0	0		

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Sub Program)
For the Period Ended 31 May 2017

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Capital Expenses (Continued)							
Housing							
Staff Housing		(23,229)	(9,769)	(6,902)	2,867	29.35%	▲
Community Amenities							
Sanitation - General Refuse		(287,293)	(287,293)	(128,312)	158,981	55.34%	▲
Urban Stormwater Drainage		(53,387)	(47,537)	(6,798)	40,739	85.70%	▲
Other Community Amenities		(58,203)	(58,198)	(14,546)	43,652	75.01%	▲
Recreation and Culture							
Public Halls and Civic Centres		(95,924)	(95,921)	(21,080)	74,841	78.02%	▲
Swimming Areas and Beaches		(89,463)	(83,143)	(55,402)	27,741	33.37%	▲
Other Recreation and Sport		(346,717)	(240,114)	(139,821)	100,293	41.77%	▲
Television and Radio Re-Broadcasting		(4,500)	(4,500)	(4,071)	429	9.53%	
Libraries		(5,479)	(5,479)	(6,882)	(1,403)	(25.61%)	▼
Heritage		(27,634)	(27,634)	(9,494)	18,140	65.64%	▲
Transport							
Streets and Road Construction		(3,722,962)	(1,704,038)	(2,018,932)	(314,894)	(18.48%)	▼
Road Plant Purchases		(224,052)	(224,052)	(162,332)	61,720	27.55%	▲
Economic Services							
Tourism and Area Promotion		(27,298)	(27,298)	(22,861)	4,437	16.25%	▲
Building Control		(36,500)	0	0	0		
Other Property and Services							
Unclassified		(73,709)	(71,660)	(14,775)	56,886	79.38%	▲
Total Capital Expenditure	9	(5,704,494)	(3,008,090)	(2,660,524)	347,566		
Net Cash from Capital Activities		(5,591,159)	(2,912,755)	(2,615,524)	297,231		
Financing							
Proceeds from New Debentures	10	0	0	0	0		
Self-Supporting Loan Principal	10	10,297	5,101	5,101	0	0.00%	
Transfer from Reserves	7	790,949	385,904	385,904	0	0.00%	
Repayment of Debentures	10	(263,182)	(130,380)	(130,380)	0	0.00%	
Repayment of Finance Leases	10	(19,772)	(19,772)	(19,772)	0	0.00%	
Transfer to Reserves	7	(526,478)	(46,964)	(46,964)	0	0.00%	
Net Cash from Financing Activities		(8,186)	193,889	193,889	0		
Net Operations, Capital and Financing		(627,495)	1,092,764	2,280,902	1,188,137		
Opening Funding Surplus(Deficit)	2	625,995	625,995	625,995	0		
Closing Funding Surplus(Deficit)	2	(1,500)	1,718,759	2,906,897	1,188,138		

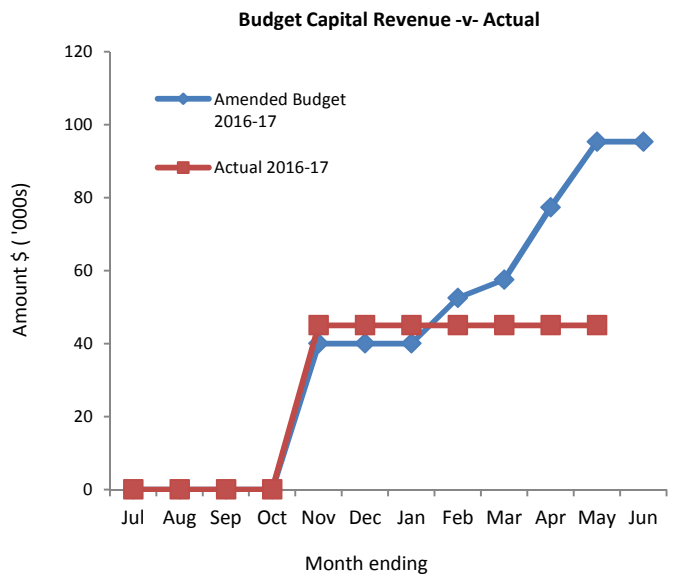
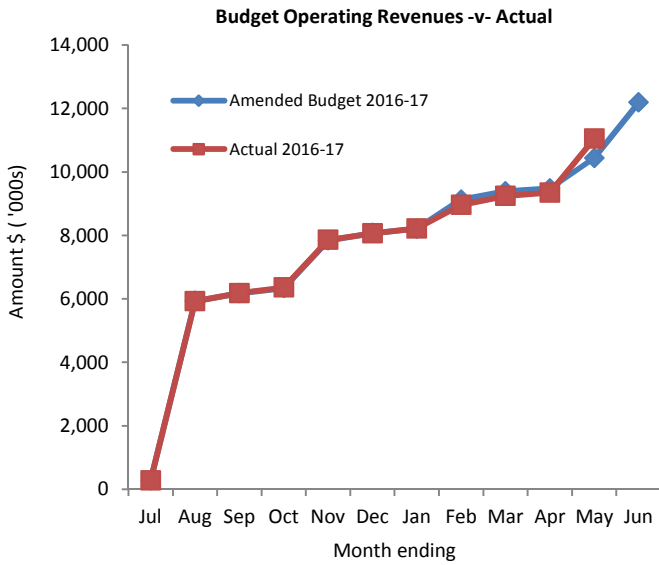
▼Deficit ▲Surplus - Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 3 for an explanation of the reasons for the variance.

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

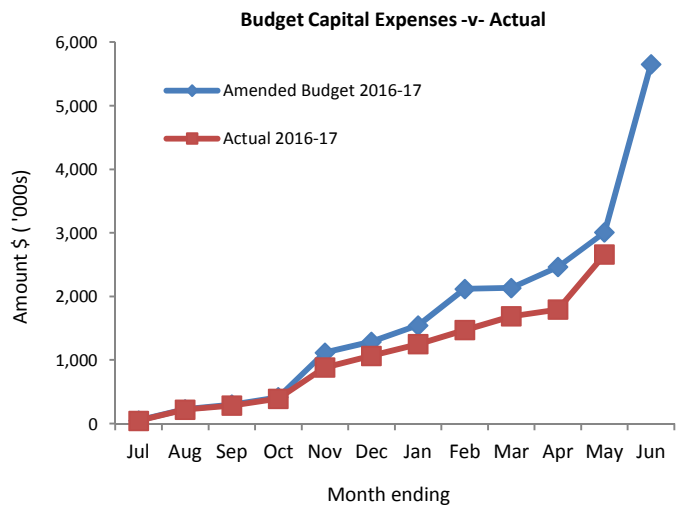
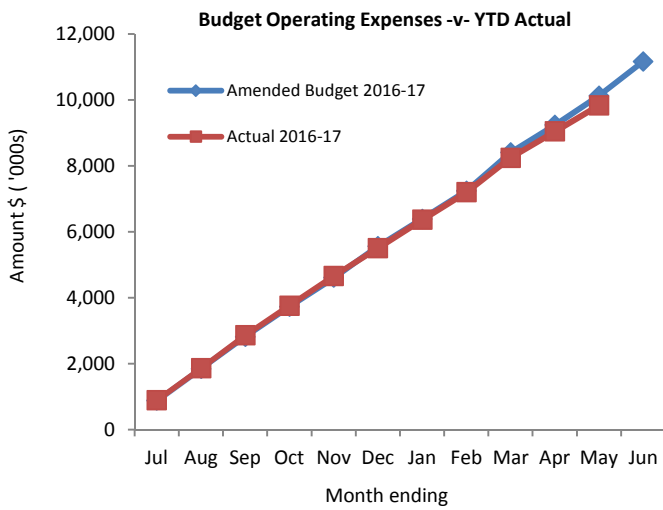
SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 1: GRAPHICAL REPRESENTATION - Source Statement of Financial Activity

Revenues



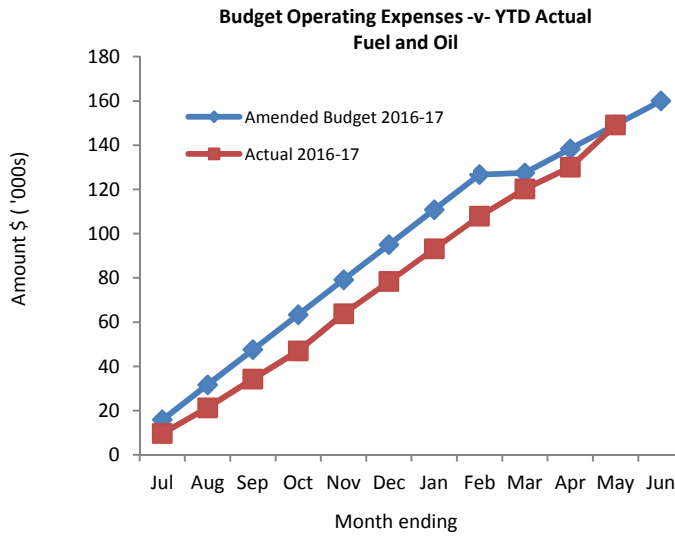
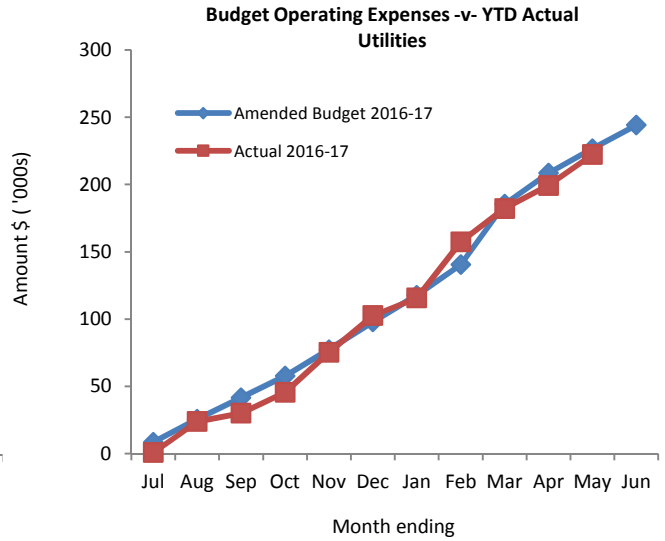
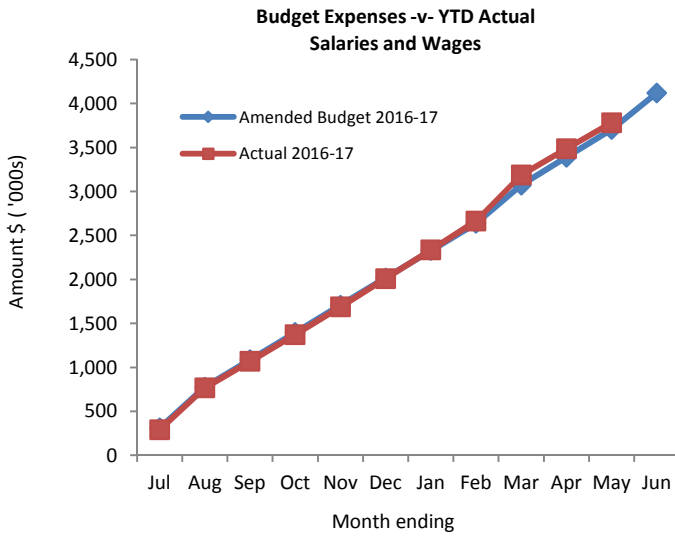
Expenditure



SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 1: GRAPHICAL REPRESENTATION - Source Statement of Financial Activity

Expenditure

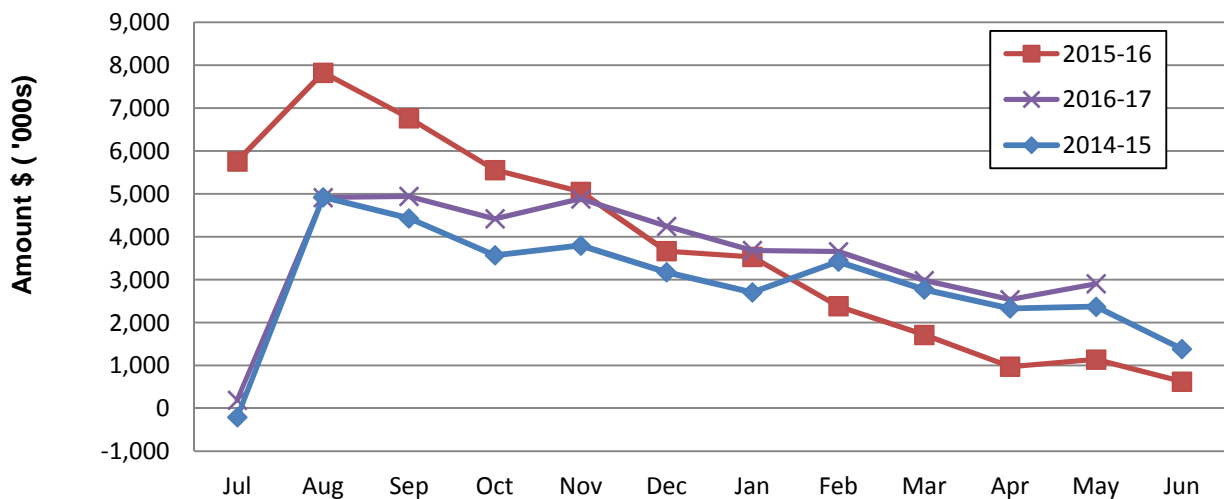


SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 2: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
	Note	YTD 31 May 2017	Last Period	30th June 2016
		\$	\$	\$
Current Assets				
Cash Unrestricted	5	4,390,021	3,615,751	1,482,652
Cash Restricted	5	2,440,471	2,461,159	2,779,412
Receivables - Rates	6	214,393	395,703	109,900
Receivables - Sundry Debtors	6	88,855	110,168	145,382
Receivables - Other		158,460	82,677	53,680
Inventories		8,385	20,685	14,342
		7,300,586	6,686,143	4,585,367
Less: Current Liabilities				
Payables		(1,375,295)	(662,780)	(739,332)
Provisions		(876,662)	(876,662)	(881,140)
		(2,251,957)	(1,539,441)	(1,620,472)
Less: Cash Reserves	7	(2,440,471)	(2,461,159)	(2,779,412)
Less: Loans - Clubs/Institutions		(5,196)	(5,196)	(10,297)
Add: Current Leave Provision Cash Backed		171,136	170,838	167,856
Add: Current Loan Liability		132,800	132,800	282,952
Net Current Funding Position		2,906,897	2,983,985	625,995

Note 3 - Liquidity Over the Year



SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Operating Revenues					
Sewerage	1,474	11.26%	▲	Permanent	Income received for septic tank applications and inspections greater than estimated.
Town Planning and Regional Develop	5,962	42.94%	▲	Permanent	Income received for planning applications greater than estimated.
Other Community Amenities	2,915	15.14%	▲	Permanent	Income from cemetery fees and charges greater than estimated.
Transport					
Streets and Road Construction	584,677	28.88%	▲	Timing	Roads to Recovery funding claimed earlier than estimated. No permanent variance is anticipated.
Other Property and Services					
Private Works	(3,131)	(5.22%)	▼	Timing	Commission revenue for Department of Transport licensing service less than estimated. No permanent variance is anticipated.
Plant Operation Costs	(3,268)	(11.20%)	▼	Timing	Fuel rebate for May not yet claim. No permanent variance is anticipated.
Salaries and Wages	(2,951)	(64.49%)	▼	Timing	Reimbursement for workers compensation claims less than anticipated at this time, offset by reduced expenditure.
Planning and Environment Department	9,956		▲	Permanent	Reimbursement received for long service leave claimed.
Operating Expenses					
Governance					
Members of Council	21,184	7.25%	▲	Permanent/ Timing	Members expenses less than estimated \$5,803, balance relates to variance in wages and overheads allocated to this sub program offset by allocations in other sub programs.
Other Governance	29,967	5.10%	▲	Permanent/ Timing/ Allocations	Saving of \$7,980 for shire website. Vehicle trade-in of \$4,145 carried forward to 17/18. Balance relates to wages and overheads allocated to this sub program offset by allocations in other sub programs.
Law, Order and Public Safety					
Animal Control	16,983	26.10%	▲	Allocations	Variance in wages and overheads allocated to this sub program offset by allocations in other sub programs.
Other Law, Order and Public Safety	8,467	13.08%	▲	Allocations	Variance in wages and overheads allocated to this sub program offset by allocations in other sub programs.
Health					
Prev Services - Inspection and Admin	15,700	23.30%	▲	Allocations	Variance in wages and overheads allocated to this sub program offset by allocations in other sub programs.
Preventative Services - Other	5,296	66.38%	▲	Allocations	Variance in wages and overheads allocated to this sub program offset by allocations in other sub programs.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Education and Welfare					
Care of Families and Children	(37,788)	(94.24%)	▼	Allocations	Variance in wages and overheads allocated to this sub program offset by allocations in other sub programs.
Aged and Disabled - Other	18,277	22.23%	▲	Timing	Variance in the timing of expenditure for grant funded program. No permanent variance is anticipated.
Sanitation - Other	2,846	11.91%	▲	Timing/ Allocations	Timing of purchase of street bins \$1,912. Balance relates to wages and overheads allocated to this sub program offset by allocations in other sub programs.
Sewerage	13,786	34.16%	▲	Timing/ Allocations	Timing of liquid waste testing \$3,942. Balance relates to variance in wages and overheads allocated to this sub program offset by allocations in other sub programs.
Protection of Environment	6,434	8.84%	▲	Timing	Invoice for Environmental Officer works during May not yet received. Some savings are anticipated.
Town Planning and Regional Develop	(15,686)	(9.37%)	▼	Timing/ Allocations	Timing of Road Rationalisation and Land transfer project carried forward to 17/18 \$11,500. Balance relates to variance in wages and overheads allocated to this sub program offset by allocations in other sub programs.
Other Community Amenities	12,944	8.06%	▲	Timing/ Permanent	Cemeteries costs less than year to date estimates. Savings on community bus expenditure anticipated \$6,000.
Recreation and Culture					
Public Halls and Civic Centres	12,604	9.62%	▲	Timing/ Allocations	Timing of building maintenance works and costs allocated to cleaning of halls and public toilets. Some savings are anticipated.
Swimming Areas and Beaches	4,279	36.12%	▲	Timing	Treatment of deck woodwork at Greenbushes Swimming Hole not yet undertaken.
Television and Radio Re-Broadcasting	1,483	27.91%	▲	Timing	Annual service and maintenance of ABC tower at Suttons lookout not yet undertaken.
Libraries	20,655	5.24%	▲	Timing	Contract window cleaning works not yet done. Timing of leave being taken by employees.
Heritage	6,030	8.21%	▲	Timing/ Allocations	Timing of heritage consultancy works \$2,300. Balance relates to variance in wages and overheads allocated to this sub program offset by allocations in other sub programs.
Other Culture	11,742	32.22%	▲	Allocations/ Timing	Variance in wages and overheads allocated to this sub program offset by allocations in other sub programs. Community grants not yet claimed \$3,700.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Economic Services					
Tourism and Area Promotion	26,815	7.38%	▲	Allocations /Timing	Promotion of events and signage not yet spent \$6,000. Balance relates to timing or reduction of various tourism expenditure items and allocation of wages and overheads.
Economic Development	6,382	23.14%	▲	Permanent/ Allocation/ Timing	Savings in WBEA project funds antiicipated \$1,000. Balance relates to variance in wages and overheads allocated to this sub program offset by allocations in other sub programs.
Other Property and Services					
Works and Services Management	22,199	292.60%	▲	Allocations	Variance due to timing of leave and training being taken.
Waste Activity Unit	3,805	50.53%	▲	Allocations	Variance due to timing of leave and training being taken.
Works Activity Unit	3,360	105.20%	▲	Allocations	Variance due to timing of leave and training being taken.
Fleet Activity Unit	(11,024)	(233.82%)	▼	Timing	Timing of leave being taken. Vehicle costs greater than estimated due to major repair. Adjustment to overhead recovery to be processed as part of
Plant Operation Costs	(11,402)	(90.05%)	▼	Timing	Timing of major plant repairs.
Salaries and Wages	9,993	218.38%	▲	Allocations	Workers compensation costs less than anticipated, offset by reduced income.
Corporate Services Department	1,505	7166.38%	▲	Timing	Variance due to timing of leave and training being taken.
Chief Executive Office Department	(14,481)	(104.27%)	▼	Timing/ Permanent	Timing of leave being taken. Savings of \$2,200 in Legal expenses anticipated.
Planning and Environment Department	(71,308)	(526.65%)	▼	Timing/ Allocations	Variance due to payout of leave entitlements on termination. To be offset by reduction in leave liability at end of year \$61,000. Balance relates to reduced recovery of overheads due to staff vacancy.
Community Services Department	(4,598)	(298.93%)	▼	Timing	Variance due to timing of leave and training being taken.
Unclassified	16,953	23.23%	▲	Timing	Timing of asbestos removal works.
Capital Revenues					
Governance					
Other Governance	(18,000)	(100.00%)	▼	Timing	Sale of EMCORS vehicle carried forward to 17/18 financial year.
Community Amenities					
Sanitation - General Refuse	(19,835)	(100.00%)	▼	Timing	Timing of trade in of rubbish truck.
Transport					
Road Plant Purchases	(12,500)	(21.74%)	▼	Timing	Sale of light vehicles carried forward to 17/18 financial year.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Capital Expenses					
Governance					
Other Governance	71,724	87.00%	▲	Timing	Works on Shire Administration building and wireless microphones to be completed in 2017/18. IT purchases not yet finalised \$5,565.
Housing					
Staff Housing	2,867	29.35%	▲	Timing	Works on staff housing to be carried forward to 2017/18.
Community Amenities					
Sanitation - General Refuse	158,981	55.34%	▲	Timing	Timing of installation of bores and purchase of rubbish truck.
Urban Stormwater Drainage	40,739	85.70%	▲	Timing	Drainage works not yet completed.
Other Community Amenities	43,652	75.01%	▲	Timing	Bridgetown Cemetery toilets and Settlers Rest gazebo to be completed in 2017/18 \$34,507. Hampton Street toilets deferred as per the Building Maintenance and Capital Plan.
Recreation and Culture					
Public Halls and Civic Centres	74,841	78.02%	▲	Timing	Works on Greenbushes \$10,000 and Catterick \$3,400 halls to be completed in 17/18, Greenbushes Hall and Offices \$60,400 to be deferred as per the Building Maintenance and Capital Plan.
Swimming Areas and Beaches	27,741	33.37%	▲	Timing	Works continuing at Bridgetown Leisure Centre (Pool).
Other Recreation and Sport	100,293	41.77%	▲	Timing	Purchase of shade sail at Leisure Centre not yet finalised \$2,727. Works at Leisure Centre \$29,892 and Bridgetown Sportsground Changerooms \$16,066 continuing. Balance relates to works at Four Seasons Estate to be completed in 2017/18.
Libraries	(1,403)	(25.61%)	▼	Permanent	Job completed. Wages and overheads allocated greater than original estimates. Offset by allocation in other sub programs.
Heritage	18,140	65.64%	▲	Timing	Bridgetown Old Gaol verandah work to be carried forward to 2017/18 \$1,881. Balance of Bridgetown Railway Station deferred pending finalisation of Concept plan.
Transport					
Streets and Road Construction	(314,894)	(18.48%)	▼	Timing	Timing of costs incurred to date on various road construction jobs less than original estimates.
Road Plant Purchases	61,720	27.55%	▲	Timing	Plant and equipment to be carried forward to 2017/18.
Economic Services					
Tourism and Area Promotion	4,437	16.25%	▲	Timing	Works complete. Pending receipt of final invoices savings of approximately \$2,000 are anticipated.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Other Property and Services Unclassified	56,886	79.38%	▲	Timing	Land purchases not yet finalised.

▼ Deficit ▲ Surplus - Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

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						0
28RA	Four Seasons Estate Park Grounds - Preparation of plans	C.02/0916	Operating Expenses			(25,000)	(25,000)
DR24	Four Seasons Estate Drainage Works	C.02/0916	Capital Expenses			(11,364)	(36,364)
03IN	Four Season Estate Reserve 48836 - Development of POS	C.02/0916	Capital Expenses			(45,454)	(81,818)
04IN	Four Season Estate Stream Protection Area Works	C.02/0916	Capital Expenses			(18,182)	(100,000)
05IN	Four Season Estate Street Tree Planting	C.02/0916	Capital Expenses			(36,364)	(136,364)
Various	Contribution - Four Seasons Estate Outstanding Works	C.02/0916	Capital Revenue		136,364		0
1335240	Swimming Pool Infrastructure - Improvement works	C.07/0916	Capital Expenses			(16,432)	(16,432)
1335440	Swimming Pool Buildings - Improvement works	C.07/0916	Capital Expenses			(2,831)	(19,263)
1333730	Swimming Pool Contributions - Safeway contribution	C.07/0916	Operating Revenue		1,818		(17,445)
Reserve 131	Bridgetown Leisure Centre - Transfer to fund works	C.07/0916	Reserve Transfer		17,445		0
45BU	Greenbushes Sportsground Toilets - Leach drain	C.16/1016a	Capital Expenses			(4,000)	(4,000)
Reserve 125	Building Maintenance - Transfer to fund works	C.16/1016a	Reserve Transfer		4,000		0
RC42	Tweed Road - Reinstatement works	C.02/1016	Capital Expenses			(100,000)	(100,000)
01EQ	Bridgetown Sportsground Equipment - Pump replacement	SpC.02/1116	Capital Expenses			(4,850)	(104,850)
1460620	WBA Regional Visitor Servicing Business Plan	SpC.03/1116	Operating Expenses			(35,830)	(140,680)
1461330	Tourism Grants - Tourism WA Business Plan Grant	SpC.03/1116	Operating Revenue		33,830		(106,850)
1461330	Tourism Grants - WBA Contribution for Business Plan	SpC.03/1116	Operating Revenue		2,000		(104,850)
06IN	Bridgetown Leisure Centre - Shade Sails	C.13/1216	Capital Expenses			(2,727)	(107,577)
Reserve 131	Bridgetown Leisure Centre - Transfer to fund shade sails	C.13/1216	Reserve Transfer		2,727		(104,850)
1349620	Bridgetown Leisure Centre - Concept Plans Gym Expansion	C.06/1216	Operating Expenses			(8,000)	(112,850)
Reserve 126	Strategic Projects - Transfer to Fund Works	C.06/1216	Reserve Transfer		8,000		(104,850)
1255240	Bridgetown Waste Facility - Generator	C.08/0117	Capital Expenses			(6,000)	(110,850)
01RA	Memorial Park - RSL Cenotaph Plaque	C.07/0217	Operating Expenses			(1,000)	(111,850)
RC42	Tweed Road - Reinstatement works	C.11/0217	Capital Expenses			(74,241)	(186,091)

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

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
				\$	\$	\$	\$
	Permanent Changes (Continued)						
1396030	Commodities Routes Funding - Kendall Road	C.11/0217	Operating Revenue		100,000		(86,091)
BR10	Winnejup Road Bridge - Savings in job	C.11/0217	Capital Expenses		60,960		(25,131)
RC44	Centreline Marking - Reduction in job	C.11/0217	Capital Expenses		13,281		(11,850)
	Budget Review Changes						
Various	Budget Review Changes to Operating Revenue	C.05/0317	Operating Revenue			(175,877)	(187,727)
Various	Budget Review Changes to Operating Expenses	C.05/0317	Operating Expenses		301,045		113,318
Various	Budget Review Changes to Capital Revenue	C.05/0317	Capital Revenue			(136,529)	(23,211)
Various	Budget Review Changes to Capital Expenses	C.05/0317	Capital Expenses		72,089		48,878
Various	Budget Review Changes to Reserve Transfers	C.05/0317	Reserve Transfer			(53,141)	(4,263)
	Increase in Opening Funds as at 1 July 2016	C.05/0317	Opening Surplus(Deficit)		15,882		11,619
Reserve 125	Transfer of Budget review Surplus	C.05/0317	Reserve Transfer			(45,284)	(33,665)
Various	Adjustment to Loss on sale of assets and Depreciation	C.05/0317	Non Cash Item	33,665			0
	Permanent Changes After Budget Review						
RT07	Nelson Street - Increase in Job	C.06/0317	Capital Expenses			(20,000)	(20,000)
RT27	Padbury road - Increase in Job		Capital Expenses			(32,050)	(52,050)
RT68	Walter Willis Road - Increase in Job		Capital Expenses			(39,908)	(91,958)
RT72	Dalmore Road - Increase in Job		Capital Expenses			(7,870)	(99,828)
RT73	Hester Road - Increase in Job		Capital Expenses			(35,000)	(134,828)
RT74	Hampton Street - Reduction in Job		Capital Expenses		34,000		(100,828)
RT75	Hornby Street - Reduction in Job		Capital Expenses		11,256		(89,572)
RT76	John Street - Reduction in Job		Capital Expenses		38,000		(51,572)
RT77	Grange Road - Increase in Job		Capital Expenses			(8,451)	(60,023)
RT78	Kendall Road - Reduction on Job		Capital Expenses		33,693		(26,330)
RR16	Mockerdillup Road - Job Completed		Capital Expenses			(400)	(26,730)
RC44	Centreline Marking - Reduction in job		Capital Expenses		14,029		(12,701)

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

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
				\$	\$	\$	\$
	Permanent Changes After Budget Review (Continued)						
RC39	Wilga Road - Savings in Job		Capital Expenses		4,330		(8,371)
RC45	Sports Ground Access Road - Job Completed		Capital Expenses			(1,498)	(9,869)
FP18	Forest Street Footpath - Increase in Job		Capital Expenses			(8,000)	(17,869)
FP34	Steere Street Nibs - Reduction in Job		Capital Expenses		24,657		6,788
FP26	Hester Brook Footpath - Job to be carried forward 17/18		Capital Expenses		1,200		7,988
DR21	Palmers Road Drainage - Job to be carried forward 17/18		Capital Expenses		35,300		43,288
DR05	Phillips Street Drainage - Job to be carried forward 17/18		Capital Expenses		16,521		59,809
ZA02	Road Maintenance Outside Unsealed - Increase in Job		Capital Expenses			(59,809)	0
1461920	Greenbushes Tidy Towns - Tidy Town Awards	C.13/0317	Operating Expenses			(1,500)	(1,500)
1387140	Hester Brook Bridge	C.05/0417	Capital Expenses			(681,000)	(682,500)
1381630	Roads to Recovery Grant - Hester Brook Bridge	C.05/0417	Operating Revenue		681,000		(1,500)
1190140	Aged and Disabled - Universal/Wheel Gym Equipment	C.07/0517	Capital Expenses			(8,990)	(10,490)
1190420	Disability Inclusion Plan	C.07/0517	Operating Expenses		5,690		(4,800)
Reserve 129	Equipment Reserve - Transfer for Equipment	C.07/0517	Reserve Transfer		3,300		(1,500)
				33,665	1,672,417	(1,707,582)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 5: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	Various	222,365			222,365	CBA	At Call
Municipal On-Call Account	1.50%	809,390			809,390	BankWest	At Call
Trust Bank Account	Various			188,164	188,164	CBA	At Call
Visitor Centre Trust Account	Nil			38,924	38,924	CBA	At Call
Cash On Hand	Nil	2,070			2,070	N/A	On Hand
(b) Term Deposits							
Municipal Funds	2.25%	508,649			508,649	Bankwest	13-Jun-17
Municipal Funds	1.85%	352,201			352,201	NAB	19-Jun-17
Municipal Funds	2.55%	502,096			502,096	Bankwest	19-Jun-17
Municipal Funds	2.25%	500,000			500,000	Bankwest	19-Jun-17
Municipal Funds	2.25%	358,543			358,543	Bankwest	22-Jun-17
Municipal Funds	2.50%	303,143			303,143	Bankwest	26-Jun-17
Municipal Funds	2.20%	325,000			325,000	Bankwest	29-Jun-17
Municipal Funds	2.32%	506,566			506,566	NAB	30-Jun-17
Reserve Funds	2.63%		2,440,471		2,440,471	NAB	02-Jun-17
Total		4,390,021	2,440,471	227,089	7,057,581		

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 6: RECEIVABLES

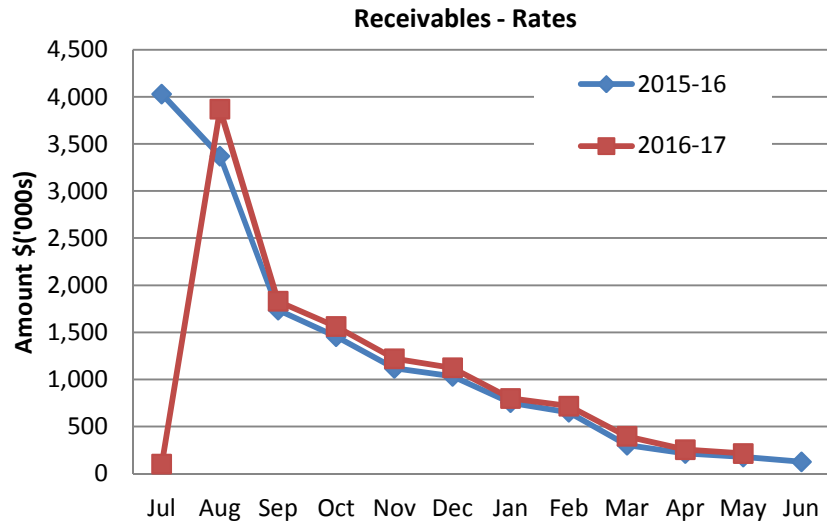
Receivables - Rates

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

	YTD 31 May 2017	30 June 2016
	\$	\$
Opening Arrears Previous Years	109,900	124,773
Levied this year	4,150,724	3,949,023
Less Collections to date	(4,046,231)	(3,948,719)
Equals Current Outstanding	214,393	125,076
Net Rates Collectable	214,393	125,076
% Collected	94.97%	96.93%

Net Rates Collectable

% Collected



Receivables - Sundry Debtors

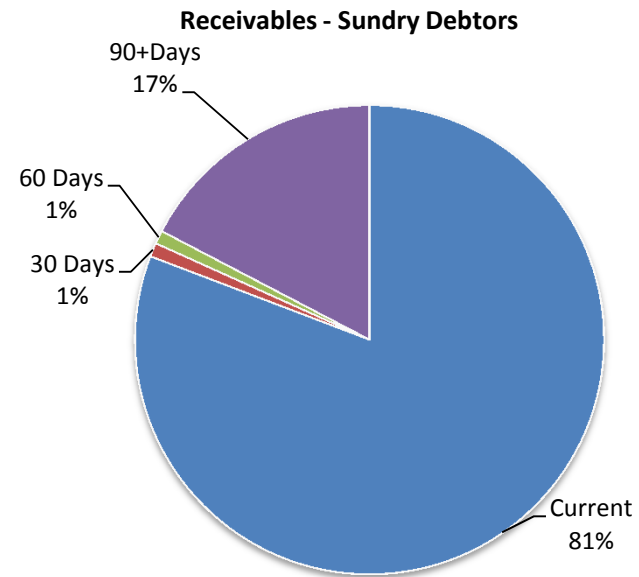
Receivables - Sundry Debtors

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - Sundry Debtors	77,030	911	873	16,540

Total Sundry Debtor Receivables Outstanding

95,354

Amounts shown above include GST (where applicable)



SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 7: CASH BACKED RESERVE

2016-17										
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	167,856	3,437	3,279	0		0		171,293	171,136
102	Plant Reserve	209,777	4,295	4,098	249,454		(241,081)		222,445	213,875
103	Land and Building Reserve	676,544	13,850	13,029	0		(67,709)	(12,280)	622,685	677,293
104	Bush Fire Reserve	19,383	397	88	0		(19,000)	(19,000)	780	471
105	Maranup Ford Road Maintenance Reserve	96,220	1,970	1,880	0		0		98,190	98,100
106	Subdivision Reserve	314,824	6,446	6,151	10,000		0		331,270	320,975
107	Sanitation Reserve	179,685	3,679	1,841	0		(125,778)	(109,000)	57,586	72,526
109	Recreation Centre Floor Reserve	166,148	3,402	3,246	0		0		169,550	169,394
111	Mobile Garbage Bins Reserve	70,343	1,440	1,374	0		0		71,783	71,717
112	Refuse Site Post Closure Reserve	187,581	3,841	3,665	5,000		0		196,422	191,246
113	Drainage Reserve	3,542	73	69	0		0		3,615	3,611
114	Community Bus Reserve	82,617	1,692	1,614	2,500		0		86,809	84,231
115	SBS Tower Replacement Reserve	29,112	596	569	0		0		29,708	29,681
118	Playground Equipment Reserve	14,794	303	289	2,200		0		17,297	15,083
119	Swimming Pool Reserve	4,082	84	80	0		0		4,166	4,161
121	Car Park Reserve	874	18	17	0		0		892	891
123	ROMANS Reserve	4,351	89	85	0		0		4,440	4,436
125	Building Maintenance Reserve	65,085	1,333	308	98,074		(66,936)	(66,327)	97,556	(935)
126	Strategic Projects Reserve	27,347	560	534	25,000		(28,000)	(6,250)	24,907	21,631
127	Matched Grants Reserve	20,615	422	384	5,000		(7,886)	(1,203)	18,151	19,796
128	Aged Care Infrastructure Reserve	51,630	1,057	1,009	0		0		52,687	52,639
129	Equipment Reserve	3,900	80	76	2,500		(3,300)		3,180	3,976
130	Assets and GRV Valuation Reserve	31,052	636	607	32,750		0		64,438	31,659
131	Bridgetown Leisure Centre Reserve	136,748	2,800	2,672	0		(29,172)		110,376	139,420
132	Trails Reserve	0	0		20,000		0		20,000	0
201	Unspent Grans Reserve	215,303			21,500		(202,087)	(171,844)	34,716	43,459
		2,779,412	52,500	46,964	473,978	0	(790,949)	(385,904)	2,514,941	2,440,471

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

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				
			P3055 2014 Subaru Liberty (EMCOR)	22,145	18,000	(4,145)	4,145
			P2147 2005 Hino Cab Chassis (Waste Serv)	19,835	19,835	0	0
			Rubbish Truck Compactor	800	0	(800)	800
45,000	45,000	0	P2072 2010 John Deere Backhoe Loader	45,000	45,000	0	0
			P2165 2009 Ford PK Ranger (BMO)	13,843	12,000	(1,843)	1,843
			P2225 2002 Ford Courier (Landfill Site)	500	500	0	0
			P3090 2014 Holden Colorado (MBS)	21,317	18,000	(3,317)	3,317
		(2,221)	54563 30KVA Generator	2,221	0	0	(2,221)
		(433)	54586 AGR720 Mono Pump	433	0	0	(433)
45,000	45,000	(2,654)		126,094	113,335	(10,105)	7,451

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 May 2017			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Land and Buildings						
Other Governance						
Shire Administration Building	07BU	24,308	24,308	4,649	(19,659)	Works to be completed 17/18
Records Storage Facility	52BU	5,000	0	0	0	
		29,308	24,308	4,649	(19,659)	
Fire Prevention						
Hester Brook Satellite Fire Station	03BN	27,516	27,516	26,493	(1,023)	Works continuing
Bridgetown Bushfire Brigade Garage	05BN	1,500	1,500	3,009	1,509	Job completed extra Engineering costs
		29,016	29,016	29,503	487	
Staff Housing						
146 Hampton Street	26BU	9,500	0	0	0	
144 Hampton Street	38BU	5,979	2,019	540	(1,479)	Works to be completed 17/18
31 Gifford Road	28BU	7,750	7,750	6,362	(1,388)	Job completed
		23,229	9,769	6,902	(2,867)	
Other Community Amenities						
River Park Toilets	44BU	9,993	9,993	8,836	(1,157)	Savings in installation of new septics
Hampton Street Toilets	46BU	3,000	3,000	0	(3,000)	Project deferred
Settlers Rest Gazebo	12BU	2,539	2,539	0	(2,539)	Works to be completed 17/18
Greenbushes Cemetery Storage Shed	53BU	2,700	2,700	2,612	(88)	Job completed
Bridgetown Cemetery Toilets	02BN	31,971	31,968	0	(31,968)	Works to be completed 17/18
		50,203	50,200	11,448	(38,752)	
Public Halls and Civic Centres						
Bridgetown Civic Centre	02BU	8,829	8,829	9,184	355	Job completed
Greenbushes Hall	20BU	77,538	77,537	10,547	(66,990)	\$10k to be completed 17/18. \$57k deferred
Greenbushes Offices	21BU	6,578	6,576	1,348	(5,228)	Job completed. \$3,400 deferred
Catterick Hall	51BU	2,979	2,979	0	(2,979)	Works to be completed 17/18
		95,924	95,921	21,080	(74,841)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 May 2017			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Swimming Areas and Beaches						
Bridgetown Swimming Pool	1335440	2,831	2,831	2,831	(1)	Job completed
		2,831	2,831	2,831	(1)	
Other Recreation and Sport						
Integrated Recreation Complex	16BU	90,373	52,866	22,974	(29,892)	Works continuing
Bridgetown Sports Ground Change Rooms	17BU	96,949	96,949	80,883	(16,066)	Works continuing
Greenbushes Golf Club	39BU	15,218	15,218	13,170	(2,048)	Works to be completed 17/18
Greenbushes Sportsground Toilets	45BU	4,000	4,000	3,441	(559)	Job completed
		206,540	169,033	120,468	(48,565)	
Libraries						
Bridgetown Library	1365540	5,479	5,479	6,882	1,403	Job completed
		5,479	5,479	6,882	1,403	
Heritage						
Bridgetown Old Goal	40BU	4,388	4,388	2,507	(1,881)	Works to be completed 17/18
Yornup School	47BU	3,246	3,246	2,693	(553)	Job completed
Bridgetown Railway Station	1350140	20,000	20,000	4,294	(15,706)	Balance deferred
		27,634	27,634	9,494	(18,140)	
Streets and Road Construction						
Shire Depot	08BU	23,717	23,712	8,706	(15,006)	Works to be completed 17/18
		23,717	23,712	8,706	(15,006)	
Tourism and Area Promotion						
Visitor Centre Building	1460340	27,298	27,298	22,861	(4,437)	Savings in materials and contracts
		27,298	27,298	22,861	(4,437)	
Unclassified						
Geegelup Brook Land	1790040	63,709	61,660	14,775	(46,886)	Land purchases not yet finalised
Energy and Water Efficiency Fittings	1790140	10,000	10,000	0	(10,000)	Incorporated into Building Maintenance
		73,709	71,660	14,775	(56,886)	
Land and Buildings Total		594,888	536,861	259,597	(277,264)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 May 2017			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Roads						
Streets and Road Construction						
Winnejuip Road Regional Road Group	RR24	225,000	225,000	15,221	(209,779)	Works continuing
Mockerdillup Road Regional Road Group	RR16	21,400	21,400	21,400	0	Job completed
Kerbing	KB01	20,000	0	1,378	1,378	Works continuing
Nelson Street Roads to Recovery	RT07	170,000	170,000	163,963	(6,037)	Job completed
Padbury Road Roads to Recovery	RT27	67,050	67,048	61,947	(5,101)	Job completed
Kendall Road Roads to Recovery	RT61	203,000	202,998	201,439	(1,559)	Job completed
Walter Willis Road Roads to Recovery	RT68	74,908	74,908	51,363	(23,545)	Works continuing
Dalmore Road Roads to Recovery	RT72	97,870	97,870	86,261	(11,609)	Works continuing
Hester Street Roads to Recovery	RT73	85,000	84,996	84,164	(832)	Works continuing
Hampton Street Roads to Recovery	RT74	0	0	0	0	
Henry Street Roads to Recovery	RT75	23,744	23,743	24,503	760	Job completed
John Street Roads to Recovery	RT76	0	0	0	0	
Grange Road Roads to Recovery	RT77	38,451	38,451	8,965	(29,486)	Works continuing
Kendall Road Seal Roads to Recovery	RT78	15,821	15,821	15,821	0	Job completed
Kangaroo Gully Road	RC33	30,800	0	0	0	
Wilga Road	RC39	39,979	39,979	39,979	0	Job completed
Roadside Vegetation Removal	RC43	78,049	78,049	73,587	(4,462)	Works continuing
Centreline Marking	RC44	3,180	3,180	3,180	0	Job completed
Bridgetown Sports Ground Access Road	RC45	51,498	51,498	51,498	0	Job completed
Tweed Road Reinstatement Works	RC42	174,241	174,241	175,446	1,205	Job completed
Brockman Highway Blackspot	BK02	229,614	28,806	28,806	(0)	Job completed
		1,649,605	1,397,988	1,108,924	(289,064)	
Roads Total		1,649,605	1,397,988	1,108,924	(289,064)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 May 2017			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Footpaths						
Streets and Road Construction						
Forrest Street	FP18	42,000	42,000	12,990	(29,010)	Works continuing
Hester Street	FP26	17,600	0	0	0	
Footpaths Disability Access	FP28	5,000	0	0	0	
Steere Street Nibs	FP34	0	0	0	0	
		64,600	42,000	12,990	(29,010)	
Footpaths Total		64,600	42,000	12,990	(29,010)	
Drainage						
Urban Stormwater Drainage						
Phillips Street	DR05	30,323	30,323	6,798	(23,525)	Initial purchase of drainage products
Palmer's Road	DR21	11,700	5,850	0	(5,850)	Works not yet commenced
Four Seasons Estate	DR24	11,364	11,364	0	(11,364)	Works to be completed 17/18
		53,387	47,537	6,798	(40,739)	
Drainage Total		53,387	47,537	6,798	(40,739)	
Parks and Ovals						
Other Recreation and Sport						
Somme Park (Fitness Trail Equipment)	05IU	5,150	5,150	3,353	(1,797)	Works continuing
Memorial Park Irrigation	08IU	9,900	9,900	8,950	(950)	Job completed
Thompson Park - Shade sails	07IN	14,550	0	0	0	
Four Seasons Estate - POS Reserve	03IN	45,454	45,454	0	(45,454)	Works to be completed 17/18
Four Seasons Estate - Stream Protection	04IN	18,182	0	0	0	
Four Seasons Estate - Street Tree Planting	05IN	36,364	0	0	0	
		129,600	60,504	12,303	(48,201)	
Parks and Ovals Total		129,600	60,504	12,303	(48,201)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 May 2017			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Bridges						
Streets and Road Construction						
Hester Brook Bridge	1387140	681,000	0	384,605	384,605	Job complete. Surplus funds quarantined
Brockman Highway Bridge	BR09	471,000	11,498	285,625	274,127	Job complete. Surplus funds quarantined
Winnejup Road Bridge	BR10	185,040	185,040	185,040	0	Job completed
Corbalup Road Bridge	BR11	597,000	42,500	33,042	(9,459)	Works continuing
Slades Road Bridge	BR12	51,000	1,300	0	(1,300)	Works not yet commenced
		1,985,040	240,338	888,312	647,974	
Bridges Total		1,985,040	240,338	888,312	647,974	
Infrastructure Other						
Sanitation - General Refuse						
Bridgetown Landfill New Cell	WA01	25,929	25,929	13,234	(12,695)	Works continuing
		25,929	25,929	13,234	(12,695)	
Other Community Amenities						
Bridgetown Cemetery Niche Wall	01IN	8,000	7,998	3,098	(4,900)	Works continuing
		8,000	7,998	3,098	(4,900)	
Swimming Areas and Beaches						
Swimming Pool Infrastructure	1335240	86,632	80,312	52,571	(27,741)	Works continuing
		86,632	80,312	52,571	(27,741)	
Other Recreation and Sport						
Bridgetown Leisure Centre Mosaic	02IN	0	0	0	0	
Bridgetown Leisure Centre Shade Sails	06IN	2,727	2,727	0	(2,727)	Purchase order issued
		2,727	2,727	0	(2,727)	
Infrastructure Other Total		123,288	116,966	68,903	(48,063)	
Plant and Equipment						
Other Governance						
EMCOR Vehicle	1055440	40,000	40,000	0	(40,000)	Purchase of vehicle now in 17/18
		40,000	40,000	0	(40,000)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 May 2017			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Fire Prevention						
Fire Fighting Equipment for Brigades	1065540	5,000	5,000	3,136	(1,864)	Job completed
Vehicle for Brigade	1065940	484,700	5,000	4,965	(35)	Equipment purchase finalised
		489,700	10,000	8,101	(1,899)	
Other Law, Order and Public Safety						
CCTV	1030340	0	0	0	0	
Equipment for SES	1085540	0	0	0	0	
		0	0	0	0	
Sanitation - General Refuse						
Waste Compactor	PL10	109,000	109,000	109,000	0	Purchase finalised
Rubbish Truck	PL11	146,364	146,364	0	(146,364)	Purchase order issued
Rubbish Truck Compactor Unit	PL12	0	0	0	0	
Generator	1255240	6,000	6,000	6,078	78	Purchase finalised
		261,364	261,364	115,078	(146,286)	
Other Recreation and Sport						
Sportsground Dam Pump	01EQ	7,850	7,850	7,050	(800)	Purchase finalised
		7,850	7,850	7,050	(800)	
Television and Radio Re-Broadcasting						
SES Tower Equipment Upgrade	1120040	4,500	4,500	4,071	(429)	Purchase finalised
		4,500	4,500	4,071	(429)	
Road Plant Purchases						
Backhoe Loader	PL02	159,552	159,552	159,552	0	Purchase finalised
Works and Services Fleet	1405040	49,500	49,500	0	(49,500)	Light fleet to be purchased in 17/18
Sundry Equipment	1403740	15,000	15,000	2,780	(12,220)	Elevated platform to be purchased 17/18
		224,052	224,052	162,332	(61,720)	
Building Control						
PBO Vehicle	1470140	36,500	0	0	0	
		36,500	0	0	0	
Plant and Equipment Total		1,063,966	547,766	296,632	(251,134)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 31 May 2017			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Furniture and Equipment						
Members of Council						
Council Honour Boards	1040040	5,000	0	0	0	
		5,000	0	0	0	
Other Governance						
IT Communications Equipment and Software	1055140	19,630	11,630	6,065	(5,565)	Balance of HR module to be invoiced Item to be purchased in 17/18
Wireless Microphone System for Chambers	1055340	6,500	6,500	0	(6,500)	
		26,130	18,130	6,065	(12,065)	
Aged and Disabled						
Universal/Wheel Chair	1190140	8,990	0	0	0	
Furniture and Equipment Total		40,120	18,130	6,065	(12,065)	
Capital Expenditure Total		5,704,494	3,008,090	2,660,524	(347,566)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 10: INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1/07/2016	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
		\$	\$	\$	\$	\$	\$	\$
Community Amenities								
Loan 107A Transfer Station	12,913		6,396	12,913	6,517	0	241	366
Loan 107B Transfer Station	18,670		4,555	9,184	14,116	9,486	300	536
Loan 108 Landfill Plant	139,368		10,353	20,921	129,015	118,447	2,847	5,542
Loan 113 Landfill Site New Cell	500,000		47,488	95,518	452,512	404,482	5,669	10,859
Recreation and Culture								
Loan 105 Memorial Park Improvements	79,050		12,183	24,746	66,868	54,304	2,457	4,560
Loan 106 Somme Creek Parkland	62,524		9,636	19,573	52,889	42,951	1,943	3,607
Loan 109 Sports Ground Dam	10,761		5,330	10,761	5,431	0	201	305
Loan 110 Bridgetown Bowling Club - SSL	55,512		5,101	10,297	50,411	45,215	1,030	1,975
Loan 112 Bridgetown Swimming Pool	1,653,055		29,338	59,269	1,623,717	1,593,786	33,210	66,191
	2,531,854	0	130,380	263,182	2,401,474	2,268,671	47,897	93,941

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

Note 10: INFORMATION ON BORROWINGS

(b) Finance Lease Repayments

Particulars	Principal 1/07/2016	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
		\$	\$	\$	\$	\$	\$	\$
Economic Services								
Holden Colorado Vehicle	19,772		19,772	19,772	-0	0	2,457	827
	19,772	0	19,772	19,772	(0)	0	2,457	827

(c) New Debentures

The Shire of Bridgetown-Greenbushes does not expect to take up any borrowings during the Budget year.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

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	0.08331	1,599	24,435,684	2,035,662	12,991	1,470	2,050,123	2,049,662			2,049,662
UV Shire Rural	0.00608	482	171,379,000	1,041,813	1,040		1,042,853	1,041,813			1,041,813
UV Bridgetown Urban Farmland	0.00517	3	2,200,000	11,372			11,372	11,372			11,372
UV Mining	0.07917	10	792,362	62,733	5,661		68,394	62,733			62,733
Sub-Totals		2,094	198,807,046	3,151,580	19,692	1,470	3,172,742	3,165,580	0	0	3,165,580
Minimum Payment	Minimum \$										
GRV Shire	827.00	877	7,321,651	725,279	(1,378)		723,901	724,452		827	725,279
UV Shire Rural	1,024.00	240	30,505,540	245,760	(530)		245,230	245,760			245,760
UV Bridgetown Urban Farmland	1,024.00	0	0				0	0			0
UV Mining	1,024.00	8	22,311	8,192	659		8,851	8,192			8,192
Sub-Totals		1,125	37,849,502	979,231	(1,249)	0	977,982	978,404	0	827	979,231
Rates Paid in Advance							4,150,724				4,144,811
Amount from General Rates							(68,518)				0
Less Rates Written Off							4,082,206				4,144,811
Totals							4,082,206				4,144,711

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2017

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-15	Amount Received	Amount Paid	Closing Balance 31-May-17
	\$	\$	\$	\$
BCITF	4,922	17,451	(16,992)	5,381
Builders Registration Board Levy	5,296	18,887	(18,022)	6,161
Traffic Act	0	1,167,633	(1,167,633)	0
Relocated Housing Bonds	29,782	11	(20,315)	9,478
Subdivision Clearance Bonds	30,233	32	(1,599)	28,666
Cat Trap Bonds	0	1,402	(1,246)	156
Community Bus Bonds	550	3,600	(2,100)	2,050
Community Stall Bonds	300	900	(850)	350
Earthworks Bonds	75,791	6,058	(29,484)	52,365
Hall Hire Bonds	1,606	4,000	(4,306)	1,300
Standpipe Card Bonds	7,100	1,200	(917)	7,383
Council Built Asset Bonds	45,597	20	(28,114)	17,503
Crossover Bonds	1,257		(1,257)	0
Bushfire Donations	5,353	6		5,359
Accommodation - Visitor Centre	63,710	305,976	(332,613)	37,073
South West Coach Lines	263	6,230	(5,434)	1,059
Other Visitor Centre	429	2,231	(2,528)	132
TransWA	1,646	14,447	(15,431)	662
Local Drug Action Group	756	1		757
Coral Marble - Extractive Industries Bond	4,458	5		4,463
Department of Agriculture - Bond	7,079	8		7,087
Bridgetown Tidy Town Bank A/C	822	1		823
Perry - Fee Relating to Caveat	102			102
Seagate Holdings - Turning Lane Bond	37,290	42		37,332
Ouch Festival	613			613
R Witlen Overpayment	21			21
Visitor Centre Accommodation Payment	230			230
Dress Down Donations	0	222		222
TransWA Overcharge	0	3	(3)	0
Plunkett Homes	0	598	(598)	0
R Edwards Bond Gifford Rd	0	200		200
Interest to be Distributed	0	497	(336)	161
	325,206	1,551,661	(1,649,778)	227,089

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

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
<u>MUNICIPAL FUND</u>				
<u>DIRECT DEBITS</u>				
DD12433.3	04/05/2017	FLEXIRENT CAPITAL PTY LTD	COFFEE MACHINE RENTAL FOR APRIL	239.68
DD12433.2	07/05/2017	CALTEX STARCARD	FUEL FOR THE MONTH OF APRIL	3,755.12
DD12454.1	08/05/2017	LES MILLS AUSTRALIA	MONTHLY LES MILLS LICENSING FEES FOR BODYPUMP BODYSTEP	787.75
DD12448.1	10/05/2017	WA SUPER	PAYROLL DEDUCTIONS	15,969.27
DD12448.10	10/05/2017	PA & DB HUBAND SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	90.11
DD12448.11	10/05/2017	HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	110.94
DD12448.12	10/05/2017	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	365.78
DD12448.13	10/05/2017	COMMONWEALTH BANK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	82.82
DD12448.2	10/05/2017	COLONIAL FIRST STATE - FIRSTCHOICE	SUPERANNUATION CONTRIBUTIONS	145.23
DD12448.3	10/05/2017	AMP SUPERANNUATION SAVINGS TRUST	SUPERANNUATION CONTRIBUTIONS	244.19
DD12448.4	10/05/2017	HOST PLUS EXECUTIVE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	89.94
DD12448.5	10/05/2017	WAIKAWA DREAMING SUPERANNUATION	PAYROLL DEDUCTIONS	645.75
DD12448.6	10/05/2017	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	453.25
DD12448.7	10/05/2017	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	231.48
DD12448.8	10/05/2017	COLONIAL FIRST CHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	77.86
DD12448.9	10/05/2017	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	71.07
DD12433.1	15/05/2017	COOL CLEAR WATER COMPANY	MONTHLY RENTAL/SERVICE WATER COOLER ADMIN OFFICE	134.20
DD12454.3	16/05/2017	COMMONWEALTH BANK	QUARTERLY RENTAL OF SERVERS FOR 28/05/2017 - 28/08/2017	3,212.89
DD12454.2	18/05/2017	SHERIFFS OFFICE	FER UNPAID INFRINGEMENTS	58.00
DD12468.1	24/05/2017	WA SUPER	PAYROLL DEDUCTIONS	15,962.58
DD12468.10	24/05/2017	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION CONTRIBUTIONS	115.32
DD12468.11	24/05/2017	PA & DB HUBAND SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	69.04
DD12468.12	24/05/2017	HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	73.52
DD12468.13	24/05/2017	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	305.03
DD12468.14	24/05/2017	COMMONWEALTH BANK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	40.76
DD12468.2	24/05/2017	COLONIAL FIRST STATE - FIRSTCHOICE	SUPERANNUATION CONTRIBUTIONS	145.23
DD12468.3	24/05/2017	AMP SUPERANNUATION SAVINGS TRUST	SUPERANNUATION CONTRIBUTIONS	244.19
DD12468.4	24/05/2017	HOST PLUS EXECUTIVE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	102.23
DD12468.5	24/05/2017	KINETIC SUPERANNUATION LTD	SUPERANNUATION CONTRIBUTIONS	98.62
DD12468.6	24/05/2017	WAIKAWA DREAMING SUPERANNUATION	PAYROLL DEDUCTIONS	645.75
DD12468.7	24/05/2017	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	532.11
DD12468.8	24/05/2017	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	231.48
DD12468.9	24/05/2017	COLONIAL FIRST CHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	155.73
DD12479.1	25/05/2017	SHERIFFS OFFICE	FER UNPAID INFRINGEMENTS	116.00

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN MAY TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
B/S	02/05/2017	COMMONWEALTH BANK	MERCHANT FEES	288.09
B/S	02/05/2017	COMMONWEALTH BANK	EFTPOS FEES	78.72
B/S	10/05/2017	COMMONWEALTH BANK	TOTAL WAGES FOR 27.04.2017 - 10.05.2017	114,060.59
B/S	15/05/2017	COMMONWEALTH BANK	AA LINE FEE & ACCOUNT KEEPING FEES	38.56
B/S	15/05/5017	COMMONWEALTH BANK	BPOINT/BPAY FEES	318.08
B/S	24/05/2017	COMMONWEALTH BANK	TOTAL WAGES FOR 11.05.2017 - 24.05.2017	110,872.43
B/S	25/05/2017	COMMONWEALTH BANK	RETURNED EFT/CHEQUE FEES	27.50
B/S	8/05/2017	COMMONWEALTH BANK - CREDIT CARD	STAFF LUNCH WITH BUILDING MAINTENANCE	13.70
B/S	10/05/2017	COMMONWEALTH BANK - CREDIT CARD	CAR HIRE NATIONAL TIDY TOWNS AWARD	129.52
B/S	10/05/2017	COMMONWEALTH BANK - CREDIT CARD	DINNER FOR NATIONAL TIDY TOWNS AWARD	357.00
B/S	13/05/2017	COMMONWEALTH BANK - CREDIT CARD	CAR HIRE FUEL FOR NATIONAL TIDY TOWNS AWARD	28.78
B/S	15/05/2017	COMMONWEALTH BANK - CREDIT CARD	AIRPORT CAR PARKING FOR NATIONAL TIDY TOWNS AWARD	97.33
B/S	15/05/2017	COMMONWEALTH BANK - CREDIT CARD	CHLORINE PERMIT AQUATIC CENTRE	125.00
ELECTRONIC PAYMENTS				
EFT23660	04/05/2017	ABCO PRODUCTS PTY LTD	VARIOUS CLEANING SUPPLIES FOR SHIRE BUILDINGS	209.25
EFT23661	04/05/2017	AFGRI EQUIPMENT AUSTRALIA PTY LTD	4500HRS MAJOR SERVICE AND REPAIRS ON JOHN DEERE TRACTOR	3,339.67
EFT23662	04/05/2017	ALS LIBRARY SERVICES PTY LTD	VARIOUS LIBRARY BOOKS	30.39
EFT23663	04/05/2017	AMD CHARTERED ACCOUNTANTS	2017 INTERIM AUDIT	5,115.00
EFT23664	04/05/2017	ANTONY BALLARD	ASSIST WITH ROOF LEAKS - BRIDGETOWN RECREATION CENTRE	1,832.80
EFT23665	04/05/2017	BCE SURVEYING PTY LTD	SURVEY TWEED ROAD FENCE LINE	1,809.50
EFT23666	04/05/2017	BKS REFRIGERATION & AIR CONDITIONING	DEGASSING OF FRIDGES & AIR CONDITIONERS AT THE WASTE FACILITY	346.50
EFT23667	04/05/2017	BLACKWOODS	HARNESS FOR CHERRY PICKER & OTHER VARIOUS PPE	797.28
EFT23668	04/05/2017	BLACKWOOD SKIP BINS	MONTHLY RENTAL & EMPTYING OF GLASS SKIP BIN - MARCH	132.00
EFT23669	04/05/2017	BLACK LABEL STUDIOS	FILMING & EDITING - FINAL PAYMENT	5,000.00
EFT23670	04/05/2017	BLISS FOR DESIGN	VARIOUS MINOR PARTS & EQUIPMENT	347.14
EFT23671	04/05/2017	BRIDGETOWN MUFFLER & TOWBAR CENTRE	11,000KM SERVICE & INSTALL 12V PLUG FOR SES CAR FRIDGE	987.00
EFT23672	04/05/2017	BRIDGETOWN MEDICAL CENTRE	PRE-PLACEMENT MEDICAL FOR NEW EMPLOYEE	210.00
EFT23673	04/05/2017	BRIDGETOWN MEAT SUPPLY	MEAT FOR VOLUNTEERS FUNCTION	266.00
EFT23674	04/05/2017	BRIDGETOWN LAWN TENNIS CLUB	2016/17 COMMUNITY GRANT	7,500.00
EFT23675	04/05/2017	BRIDGETOWN BOARDING KENNELS &	KENNEL & CATTERY FEES - APRIL	530.00
EFT23676	04/05/2017	BRIDGETOWN FOREST SOCCER CLUB	2016 KIDSPORT FEES	120.00
EFT23677	04/05/2017	BRIDGETOWN NETBALL ASSOCIATION	2017 KIDSPORT ASSOCIATION FEES	1,970.00
EFT23678	04/05/2017	BRISKLEEN SUPPLIES	VARIOUS CLEANING SUPPLIES	138.31
EFT23679	04/05/2017	BRIDGETOWN MITRE 10 & RETRAVISION	SUPPLIES FOR AQUATICS REPAIRS/CLEANING & VARIOUS MINOR ITEMS	746.11
EFT23680	04/05/2017	BRIDGETOWN CRICKET CLUB INC	2017 KIDSPORT ASSOCIATION FEES	375.00
EFT23681	04/05/2017	BRIDGETOWN TYRES	NEW TYRES FOR GOC VEHICLE, WHEEL ALIGNMENT & MONTHLY MINOR PARTS	2,295.00

SHIRE OF BRIDGETOWN-GREENBUSHES

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EFT23682	04/05/2017	ROB BROGAN	50% CONTRIBUTION TOWARDS MOBILE PHONE BILL & PLAN FOR DEC - MAR	187.50
EFT23683	04/05/2017	BUNBURY TRUCKS	MINOR PARTS FOR FUSO TIPTRUCK	974.97
EFT23684	04/05/2017	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	221.39
EFT23685	04/05/2017	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	50.00
EFT23686	04/05/2017	LISA CHRYSTAL	RATES REFUND	606.59
EFT23687	04/05/2017	CHUBB FIRE SAFETY LTD	SERVICE BFB/DFES EXTINGUISHERS PLUS REQUIRED REPLACEMENTS	1,304.90
EFT23688	04/05/2017	CITY LANDSCAPING SUPPLIES	24 X DOUBLE BULLNOSE BRICK/PAVERS FOR CEMETERY WALL	812.00
EFT23689	04/05/2017	DEPARTMENT OF SPORT AND RECREATION	LOWER S/W FACILITIES PLAN	3,300.00
EFT23690	04/05/2017	EASISALARY	EMPLOYEE NOVATED LEASE	583.83
EFT23691	04/05/2017	FAT ARTS	ART ACQUISITIONS - STREETSCAPE TWO PARTS	750.00
EFT23692	04/05/2017	LGRCEU	PAYROLL DEDUCTIONS	82.00
EFT23693	04/05/2017	FULTON HOGAN PTY LTD	10MM SEAL KENDALL RD 10,308M2 & 10MM PRIMER SEAL PADBURY RD 1148M2	41,837.31
EFT23694	04/05/2017	ROBERT GREEN	REIMBURSEMENT FOR PRESCRIPTION/SAFETY GLASSES PURCHASED	325.00
EFT23695	04/05/2017	HANSENS HOT BREAD SHOP	ROLLS FOR VOLUNTEERS FUNCTION	114.00
EFT23696	04/05/2017	H C JONES & CO	INSTALL AUTOMATIC GAS CHANGEOVER FOR BBQ & MINOR REPAIRS/PARTS	619.85
EFT23697	04/05/2017	JOHNSON'S FOOD SERVICES	FROZEN FOOD AND SNACKS FOR BLC KIOSK	222.97
EFT23698	04/05/2017	KORDICS BRIDGETOWN TRIPLE F	60K SERVICE - HOLDEN COLORADO 7 - B16117	474.09
EFT23699	04/05/2017	LANDGATE	LAND VALUATION ENQUIRY CHARGES	653.52
EFT23700	04/05/2017	LIFESPORTS BRIDGETOWN	EQUIPMENT FOR BLC TERM PROGRAMS & H&F PROGRAMS	409.98
EFT23701	04/05/2017	BRENDAN M LOW	BUS DRIVER FOR VOLUNTEERS FUNCTION - 2 HOURS	50.34
EFT23702	04/05/2017	LUCKY 7 BRIDGETOWN	WREATH FOR ANZAC DAY	80.00
EFT23703	04/05/2017	MACHINERY WEST	FUEL FILTER FOR NEW HOLLAND TRACTOR	45.35
EFT23704	04/05/2017	MAC STIOBHARD	MODIFICATIONS TO HANDRAIL ON RAMP AT LIBRARY	770.00
EFT23705	04/05/2017	MANJIMUP MONOGRAMS	4 X FIRE BANNERS FOR ROADWAYS INTO BRIDGETOWN & STAFF UNIFORMS	3,052.45
EFT23706	04/05/2017	MANJIMUP BOUNCY CASTLES	BOUNCY CASTLE HIRE FOR VOLUNTEERS FUNCTION	200.00
EFT23707	04/05/2017	NANNUP LAVENDER FARM	VC STOCK - LAVENDER PRODUCTS	150.00
EFT23708	04/05/2017	NARA TRAINING & ASSESSING	INTERMEDIATE SCAFFOLDING COURSES 10 - 13 APRIL 2017	800.00
EFT23709	04/05/2017	NEXT PRACTICE	CONCEPT DESIGN - GYM EXTENSION	2,200.00
EFT23710	04/05/2017	PAC FIRE AUSTRALIA	DFES APOLLO WILDLAND COOLMAX BOOT - 2 PAIRS	457.38
EFT23711	04/05/2017	P A DOUST & CO	FOOTPATH AND CROSSOVER INFILLS FOR CNR HENRY & HESTER STREETS	1,089.00
EFT23712	04/05/2017	POWER CRANK BATTERIES PTY LTD	2 X BATTERY FOR TIP TRUCK	343.53
EFT23713	04/05/2017	RED ELECTRICAL	REFIX HI-BAY TO SUPPORT & REPLACE 6 GLOBES - SINGLE COURT AT BLC	511.50
EFT23714	04/05/2017	RYAN ROGERSON	SHIRE CONTRIBUTION TO CROSSOVER	647.80
EFT23715	04/05/2017	RON'S EXPRESS	FREIGHT CHARGES	12.10
EFT23716	04/05/2017	BRIDGETOWN SCOUT GROUP	2017 KIDSPORT ASSOCIATION FEES	600.00
EFT23717	04/05/2017	SHIRE OF BRIDGETOWN-GREENBUSHES	SOCIAL CLUB PAYMENTS FOR APRIL	144.00

SHIRE OF BRIDGETOWN-GREENBUSHES

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EFT23718	04/05/2017	SHIRE OF MANJIMUP	ASBESTOS TIPPING FEES FOR MARCH	145.50
EFT23719	04/05/2017	SMART DIGITAL AUSTRALIA PTY LTD	PROJECTOR FOR OUTDOOR FILM	837.50
EFT23720	04/05/2017	STAPLES AUSTRALIA PTY LTD	VARIOUS OFFICE STATIONERY SUPPLIES	200.82
EFT23721	04/05/2017	STANS MANJIMUP FARM MACHINERY	8" SLIP CLUTCH & CUTTING BLADE KIT FOR JOHN DEERE TRACTOR	400.65
EFT23722	04/05/2017	DION STEVEN	ENVIRONMENTAL WORKS FOR THE MONTH FOR APRIL	1,855.00
EFT23723	04/05/2017	THE STABLES IGA	GOODS FOR VOLUNTEERS FUNCTION & OFFICE GROCERIES	303.94
EFT23724	04/05/2017	TRAFFIC FORCE	TRAFFIC MANAGEMENT FOR GOLDEN HORSE SHOE EVENT	2,449.26
EFT23725	04/05/2017	WA COUNTRY BUILDERS	REIMBURSEMENT OF SEPTIC INSPECTION FEE	118.00
EFT23726	04/05/2017	WATTLEBROOK CONTRACTING PTY LTD	2 X TRUCKS HIRE FOR CARTING FOR KENDALL RD CONSTRUCTION	11,275.00
EFT23727	04/05/2017	DAVID VERN WINTER	RATES REFUND	1,874.08
EFT23735	18/05/2017	ABCO PRODUCTS PTY LTD	CLEANING SUPPLIES	141.36
EFT23736	18/05/2017	AMALGAMATED MOVIES	LICENSE FEE FOR MOVIE SCREENINGS FOR SUMMER FILM FESTIVAL	437.80
EFT23737	18/05/2017	AMITY SIGNS	VARIOUS STREET & WARNING SIGNS INCLUDING BRACKETS	2,595.23
EFT23738	18/05/2017	AMPAC DEBT RECOVERY	DEBT COLLECTION CHARGES	573.50
EFT23739	18/05/2017	EVOL ANGELATOS	VC STOCK - LEVANDA GROVE DUKKAH	39.00
EFT23740	18/05/2017	APV VALUERS AND ASSET MANAGEMENT	VALUATION OF BUILDING ASSETS AT FAIR VALUE 30/6/17 - 40% COMPLETION	7,744.00
EFT23741	18/05/2017	AUSTRALASIAN PERFORMING RIGHT	ANNUAL LICENCE FEES - 01/06/2017 - 31/05/2018	70.47
EFT23742	18/05/2017	AUSTRALIA POST	SHIRE POSTAGE FOR APRIL	1,179.16
EFT23743	18/05/2017	AUSTSWIM LTD	AUSTSWIM EXTENSION COURSE FOR ACCESS AND INCLUSION	560.00
EFT23744	18/05/2017	B & B STREET SWEEPING PTY LTD	APRIL 2017 SWEEPING OF CBD AND SURROUNDING AREAS	1,716.00
EFT23745	18/05/2017	B & B CIVIL	3 HRS STUMP GRINDING FOR PARKS & GARDENS	779.99
EFT23746	18/05/2017	B & J CATALANO PTY LTD	SCREENED TOP DRESSING SAND FOR SPORTSGROUND & MEMORIAL PARK	3,764.43
EFT23747	18/05/2017	BELIA ENGINEERING	E-WASTE RECYCLING FOR FEBRUARY & MARCH	396.00
EFT23748	18/05/2017	BLACKWOOD RURAL SERVICES	NEW GREASE GUN, GEAR SPANNERS, TOOL BOX SET & MINOR TOOLS	1,397.15
EFT23749	18/05/2017	BLACKWOOD UNITED FOOTBALL CLUB INC	KIDSPORT 2017 FEES FOR	977.00
EFT23750	18/05/2017	BLACKWOOD HEAVY TILT	1 X 20 FT SECOND HAND SEA CONTAINER FOR THE DEPOT PLUS DELIVERY	3,300.00
EFT23751	18/05/2017	BLISS FOR DESIGN	REPLACE CRACKED CARBON WATER FILTERS FOR WASTE FACILITY	166.75
EFT23752	18/05/2017	BOOEASY AUSTRALIA PTY LTD	BOOKING RETURNS COMMISSION/MONTHLY FEES FOR APRIL	594.01
EFT23753	18/05/2017	BRIDGETOWN NEWSAGENCY	NEWSPAPERS/OFFICE SUPPLIES	98.40
EFT23754	18/05/2017	BRIDGETOWN MEDICAL CENTRE	MEDICAL FOR - GENERAL HAND	105.00
EFT23755	18/05/2017	BRIDGETOWN MEAT SUPPLY	MEAT FOR DEPOT EASTER BBQ	105.85
EFT23756	18/05/2017	BRIDGETOWN TIMBER SALES	TOPCON LASER LEVEL & TRIPOD& MATERIALS FOR GBSHES OFFICE REPAIRS	2,691.59
EFT23757	18/05/2017	BRIDGETOWN COMMUNITY RESOURCE	VC MARKETING - PHOTOCOPY 300 X A3 VISITOR MAPS	473.53
EFT23758	18/05/2017	BRIDGETOWN BULLDOZING	BULLDOZER HIRE FOR PUSHING UP OF GRAVEL AT WATERS GRAVEL PIT	7,040.00
EFT23759	18/05/2017	BRIDGETOWN HIGH SCHOOL	2016 SCHOOL AWARDS	165.00
EFT23760	18/05/2017	BRIDGETOWN HISTORICAL SOCIETY INC.	20 X PHOTOS	200.00

SHIRE OF BRIDGETOWN-GREENBUSHES

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EFT23761	18/05/2017	BRIDGETOWN VOLUNTEER BUSH FIRE	CATERING FOR BFAC MEETING	150.00
EFT23762	18/05/2017	BRIDGETOWN MITRE 10 & RETRAVISION	VARIOUS MINOR ITEMS	130.30
EFT23763	18/05/2017	CAMPBELLS	CONFECTIONERY AND SNACKS FOR THE BLC KIOSK	394.47
EFT23764	18/05/2017	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	221.39
EFT23765	18/05/2017	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	50.00
EFT23766	18/05/2017	CHUBB FIRE SAFETY LTD	MONTHLY SERVICING/MONITORING FIRE ALARM SYSTEM - APRIL	268.70
EFT23767	18/05/2017	CITY & REGIONAL FUELS	BULK FUEL FOR THE MONTH	5,772.80
EFT23768	18/05/2017	CLEANAWAY PTY LTD	KERBSIDE RUBBISH & RECYCLING COLLECTION - APRIL 2017	23,156.75
EFT23769	18/05/2017	CLOVERS GENERAL & LIQUOR STORE	GROCERIES FOR THE BLC KIOSK	29.70
EFT23770	18/05/2017	COURIER AUSTRALIA	FREIGHT CHARGES	173.61
EFT23771	18/05/2017	CUSTOM SERVICE LEASING LTD	VEHICLE LEASING FOR MAY	625.09
EFT23772	18/05/2017	D & J COMMUNICATIONS	SUPPLY AND FIT NEW TWO WAY ARIELS TO BOTH GRADERS	609.40
EFT23773	18/05/2017	DAVFYD DEBRUCE	REIMBURSEMENT FOR POLICE CLEARANCE	52.60
EFT23774	18/05/2017	DELRON CLEANING BUNBURY	MONTHLY REC CENTRE CLEANING FEES - APRIL	628.61
EFT23775	18/05/2017	CHRISTOPHER DRISCOLL	1 WEEK SCAFFOLD DRY HIRE INCLUDING DELIVERY FOR GREENBUSHES HALL	229.40
EFT23776	18/05/2017	EARTHMAC	TRAFFIC CONTROL FOR VEGETATION REMOVAL 26/04/2017 - 02/05/2017	7,800.00
EFT23777	18/05/2017	EASISALARY	EMPLOYEE NOVATED LEASE	583.83
EFT23778	18/05/2017	FORPARK AUSTRALIA	AEROBIC WALKER FOR SOMME CREEK FITNESS TRAIL	3,688.30
EFT23779	18/05/2017	FREESPIRIT TRAPEZE	2017 KIDSPORT FEES	282.00
EFT23780	18/05/2017	FULTON HOGAN PTY LTD	2000L CATEMUL	2,794.00
EFT23781	18/05/2017	GRACE RECORDS MANAGEMENT PTY LTD	BIN EXCHANGE FOR 40LT RECORDS DESTRUCTION BIN	75.02
EFT23782	18/05/2017	H C JONES & CO	INSTALL 2 X NEW TAPS TO DRINKING FOUNTAINS & 2 X BACKFLOW TESTING	1,927.40
EFT23783	18/05/2017	HILLVIEW GARDEN CENTRE	CAMELLIAS FOR GREENBUSHES STREET GARDENS	30.00
EFT23784	18/05/2017	INSTANT WINDSCREENS & TINTING	NEW WINDSCREEN FOR CESH VEHICLE	380.00
EFT23785	18/05/2017	INTERPHONE	ADMIN OFFICE NBN - APRIL	130.90
EFT23786	18/05/2017	IXOM OPERATIONS PTY LTD	MONTHLY RENTAL OF CHLORINE CYLINDER - APRIL	168.63
EFT23787	18/05/2017	CARLA JAY-HULME	TWO NIGHTS ACCOMMODATION ALLOWANCE WHILST ATTENDING TRAINING	200.00
EFT23788	18/05/2017	ADAM JENKINS TREE SERVICES	REMOVE VEGETATION & TREE PRUNING ON PENINSULA SCHOOL BUS ROUTE	4,812.50
EFT23789	18/05/2017	KANIK EXPRESS	FREIGHT CHARGES	157.85
EFT23790	18/05/2017	RAD KOLOC	LABOUR FOR REPAIRS TO GREENBUSHES HALL & LEISURE CENTRE	4,000.00
EFT23791	18/05/2017	KORDICS BRIDGETOWN TRIPLE F	SUPPLY & FIT NEW FRONT LEFTHAND SIDE HEAD LIGHT	52.06
EFT23792	18/05/2017	LEVANDA GROVE OLIVES	VC STOCK - LEVANDA GROVE OLIVE OIL	60.00
EFT23793	18/05/2017	MANJIMUP MONOGRAMS	STAFF UNIFORMS	1,785.30
EFT23794	18/05/2017	MARKETFORCE	SHIRE ADVERTISEMENTS	1,271.40
EFT23795	18/05/2017	JL & GF MAY	DIGGING OF ELECTRICAL TRENCHES & LABOUR FOR 2X FIRE ACCESS TRACKS	3,152.88
EFT23796	18/05/2017	KATE MCGUIRE	REFUND OF DIFFERENCE BETWEEN UNSTERILISED & STERILISED DOG	30.00

SHIRE OF BRIDGETOWN-GREENBUSHES

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EFT23797	18/05/2017	MOORE STEPHENS	REGISTRATION TO FINANCIAL REPORTING WORKSHOP	2,475.00
EFT23798	18/05/2017	MUIRS MANJIMUP	90,000 Ks SERVICE FOR FORD RANGER	707.15
EFT23799	18/05/2017	OCLC (UK) LTD	BRIDGETOWN AMLIB DATA EXTRACTION FOR LIBRARY	3,190.00
EFT23800	18/05/2017	P A DOUST & CO	CROSSOVER INFILL FOR HESTER STREET - 3.6 M3	1,185.80
EFT23801	18/05/2017	POWER CRANK BATTERIES PTY LTD	2 x SMF BATTERIES FOR ROAD ROLLER	242.44
EFT23802	18/05/2017	QUALITY SHOP	PRINTING OF INSIGHT NEWSLETTER, 3000 RECEIPTS & RANGER SEIZURE	2,452.00
EFT23803	18/05/2017	REPCO	60 LTS COOLANT CONCENTRATE RED/GREEN/BLUE & BOX OF WIPER BLADES	413.67
EFT23804	18/05/2017	RICHFEEDS AND RURAL SUPPLIERS	PAIRS OF SAFETY BOOTS, GARDENING SUPPLIES & STAFF UNIFORMS	726.50
EFT23805	18/05/2017	SCOPE BUSINESS IMAGING	MONTHLY PRINTING & COPYING CHARGES	3,723.83
EFT23806	18/05/2017	SOUTH WEST FIRE UNITS	ANNUAL SERVICING HESTER BROOK 2.4	3,488.35
EFT23807	18/05/2017	SOUTH WEST OIL SUPPLIES	205 LTS DELO 400 (15W40) & 20LT FULLY SYNTHETIC OIL (5W40)	1,069.41
EFT23808	18/05/2017	SOUTHERN FOREST PEST MANAGEMENT	TERMITE TREATMENT WITH BAITING STATIONS & INSPECTIONS	1,265.00
EFT23809	18/05/2017	STAPLES AUSTRALIA PTY LTD	OFFICE STATIONERY SUPPLIES & NEW OFFICE CHAIRS	1,254.35
EFT23810	18/05/2017	STEWART & HEATON CLOTHING CO PTY LTD	DFES PPE	268.32
EFT23811	18/05/2017	THE STABLES IGA	GROCERY SUPPLIES FOR OFFICES & EVENTS	216.82
EFT23812	18/05/2017	WA COFFEETALK PTY LTD	MONTHLY COFFEE SUPPLY AND SERVICE APRIL 2017	391.60
EFT23813	22/05/2017	AUSTRALIAN TAXATION OFFICE	BAS APRIL 2017	45,029.00
EFT23817	25/05/2017	JULIA ANN BOYLE	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT23818	25/05/2017	STEVE HODSON	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT23819	25/05/2017	DOREEN MACKMAN	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT23820	25/05/2017	JOANN ROBERTA MOORE	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT23821	25/05/2017	JOHN NICHOLAS	MONTHLY COUNCILLOR ALLOWANCE	1,730.00
EFT23822	25/05/2017	A PRATICO	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT23823	25/05/2017	PETER QUINBY	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT23824	25/05/2017	P M SCALLAN	MONTHLY COUNCILLOR ALLOWANCE	880.00
EFT23825	25/05/2017	ALAN WILSON	MONTHLY COUNCILLOR ALLOWANCE	1,057.08
CHEQUES				
30449	04/05/2017	COBBLERS WIFE	REPAIR RIFLE CARRY BAG	45.00
30450	04/05/2017	FLYING DUCK CAFE	REFRESHMENTS FOR 2 X MEETINGS	584.00
30451	04/05/2017	SHIRE OF BRIDGETOWN-GREENBUSHES	STAFF DEBTORS FOR APRIL	1,947.00
30452	04/05/2017	SYNERGY	ELECTRICITY	6,199.30
30453	04/05/2017	TELSTRA	TELEPHONE	4,955.81
30454	12/05/2017	TELSTRA	TELEPHONE	282.91
30455	18/05/2017	BLACKWOOD KARATE	2017 KIDSPORT FEES	200.00
30456	18/05/2017	BP BRIDGETOWN	MEALS FOR CATTERICK FIRE - 1/5/17	105.50
30457	18/05/2017	EMPIRE SUBSCRIPTIONS	ANNUAL SUBSCRIPTION TO EMPIRE MAGAZINE	69.99

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN MAY TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
30458	18/05/2017	FLYING DUCK CAFE	MEAL FOR STANDING COMMITTEE AND SPECIAL MEETING	510.00
30459	18/05/2017	JOHN PALMER	REFUND DIFFERENCE BETWEEN UNSTERILISED & STERILISED DOG REGO FEE	30.00
30460	18/05/2017	PIVOTEL SATELLITE PTY LTD	TRACK SPOT TRACKERS - MAY	155.00
30461	18/05/2017	RAC	ANNUAL RENEWAL OF BUSINESS WISE ABSOLUTE FOR COMMUNITY BUS	192.00
30462	18/05/2017	SYNERGY	ELECTRICITY	17,208.35
30463	18/05/2017	WATER CORPORATION	WATER USAGE	759.66
				603,755.22

TRUST FUND

DIRECT DEBITS - LICENSING TRUST

22170	01/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 01/05/2017	5,475.45
22171	02/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 02/05/2017	7,546.45
22172	03/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 03/05/2017	4,486.35
22173	04/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 04/05/2017	3,935.85
22174	05/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 05/05/2017	7,006.20
22175	08/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 08/05/2017	4,910.45
22176	09/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 09/05/2017	3,593.00
22177	10/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 10/05/2017	2,401.90
22178	11/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 11/05/2017	3,369.65
22179	12/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 12/05/2017	6,553.15
22180	15/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 15/05/2017	5,126.80
22181	16/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 16/05/2017	4,580.75
22182	17/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 17/05/2017	4,095.80
22184	19/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 19/05/2017	6,694.10
22185	22/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 22/05/2017	7,384.10
22186	23/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 23/05/2017	1,388.10
22187	24/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 24/05/2017	5,292.55
22188	25/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 25/05/2017	2,848.85
22189	26/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 26/05/2017	4,004.35
22190	29/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 29/05/2017	6,680.40
22191	30/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 30/05/2017	2,653.25
22192	31/05/2017	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 31/05/2017	2,628.30

CHEQUES - GENERAL TRUST

2160	10/05/2017	BUILDING & CONSTRUCTION INDUSTRY	BCITF LEVIES COLLECTED FOR APRIL	445.75
2161	10/05/2017	PATRICIA RODGERS	HALL HIRE BOND REFUND - 01/05/2017	100.00
2162	10/05/2017	SHIRE OF BRIDGETOWN-GREENBUSHES	BUS BOND RETAINED FIR MILEAGE CHARGES & BCITF & BLS COMMISSION	446.25
2163	22/05/2017	JHH BOWIE	REFUND OF LOST STANDPIPE CARD FEE	50.00

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN MAY TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
2164	22/05/2017	MARIE-PIERRE DUSSAULT	ANIMAL TRAP BOND REFUND	52.10
2165	22/05/2017	SHIRE OF BRIDGETOWN-GREENBUSHES	TRANSFER OF REPLACEMENT CARD FEE TO CORRECT MUNI ACCOUNT	50.00
2166	22/05/2017	ROBYN TRAINER	COMMUNITY STALL BOND REFUND - 10/05/2017	50.00
2167	25/05/2017	ELBERT GELUK	STANDPIPE CARD BOND REFUND	100.00
2168	25/05/2017	GREENING AUSTRALIA	STANDPIPE BOND REFUND LESS LOST CARD FEE	50.00
2169	25/05/2017	SHIRE OF BRIDGETOWN-GREENBUSHES	LOST STANDPIPE CARD FEE RETAINED FROM GREENING AUSTRALIA'S BOND	50.00
2170	29/05/2017	NICOLE SHAPLAND	REFUND AMOUNT OVERCHARGED FOR TRANSWA BUS TICKET	3.00
ELECTRONIC PAYMENTS - GENERAL TRUST				
EFT23729	10/05/2017	BUILDING COMMISSION	BSL'S COLLECTED FOR APRIL	1,408.85
EFT23730	10/05/2017	CORAL LEE JENKINS	ANIMAL TRAP BOND REFUND	52.10
EFT23814	22/05/2017	BRIDGETOWN GREENBUSHES COMMUNITY	HALL HIRE BOND REFUND - 06/05/2017	100.00
EFT23826	25/05/2017	DAVMECH	STANDPIPE CARD BOND REFUND	100.00
EFT23827	25/05/2017	ANGELA MICHAEL	ANIMAL TRAP BOND REFUND	52.10
EFT23828	25/05/2017	WA COUNTRY BUILDERS	LANDSCAPING BOND REFUND PLUS INTEREST	1,133.88
EFT23830	29/05/2017	AJ & SD SUITER	COUNCIL BUILT ASSET BOND REFUND PLUS INTEREST	637.36
CHEQUES - VISITOR CENTRE TRUST				
1268	10/05/2017	SHIRE OF BRIDGETOWN-GREENBUSHES	SHIRES COMMISSION ON BUS TICKETS SOLD FOR APRIL	79.79
1269	25/05/2017	SHIRE OF BRIDGETOWN-GREENBUSHES	SHIRES COMMISSION ON BUS TICKETS SOLD FOR APRIL	219.27
ELECTRONIC PAYMENTS - VISITOR CENTRE TRUST				
EFT23728	09/05/2017	B & J MILLER	ACCOMMODATION REFUND	8,835.00
EFT23731	10/05/2017	MICHELLE EBERT	ACCOMMODATION REFUND LESS CANCELLATION FEE	398.00
EFT23732	10/05/2017	ALISON METTAM	ACCOMMODATION REFUND LESS CANCELLATION FEE	177.00
EFT23733	10/05/2017	BERNADETTE O'BRIEN	ACCOMMODATION REFUND LESS CANCELLATION FEE	113.00
EFT23734	10/05/2017	SOUTH WEST COACH LINES	BUS TICKETS SOLD FOR APRIL	452.31
EFT23815	22/05/2017	SM & CD BABB	ACCOMMODATION REFUND	20.00
EFT23816	22/05/2017	ML DE VATTIMO	REFUND OF OVERPAYMENT ON 11/05/2017	5.00
EFT23829	25/05/2017	PUBLIC TRANSPORT AUTHORITY OF	BUS TICKETS SOLD FOR APRIL	1,143.08
V300150	05/05/2017	COMMONWEALTH BANK	TOTAL ACCOMMODATION FOR THE MONTH OF APRIL	22,050.40
				141,030.04

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN MAY 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 **\$603,755.22** and for the Trust Fund totalling **\$141,030.04** which was submitted to each member of the Council on 29 June 2017 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 31.05.2017 is \$1,020,786.03

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CHIEF EXECUTIVE OFFICER 29/06/2017



Long Term Financial Plan

2017-18 to 2031-32

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Our Vision

***‘A beautiful place to live’
Working together with the community to
achieve our shared objectives***

Overview and Purpose

Overview

The Shire of Bridgetown - Greenbushes' Long Term Financial Plan is an important financial tool as we strive to achieve the strategies set out in the Council's Strategic Community Plan.

The plan will be used with the corporate business plan, asset management plans and workforce plan to achieve our goals and drive the Shire in achieving its vision.

The Shire of Bridgetown-Greenbushes is planning for a positive, sustainable and stable future. The Shire seeks to maintain, and where possible, improve service levels into the future while maintaining a healthy financial position.

The plan is a mechanism in determining financial projections for the period 2017-18 to 2031-32, and has been prepared based on a number of objectives and assumptions that are outlined in this document. The long term financial estimates are an integral part of Council's strategic planning process, informing the Corporate Business Plan which activates Strategic Community Plan priorities. It indicates the long term financial sustainability and allows early identification of financial issues and their longer term impacts.

While the Long Term Financial Plan is a financial plan for the next 15 years, it has been developed with a current state of knowledge. The Long Term Financial Plan is a dynamic document that will be reviewed as part of Council's strategic planning process and annual budget, for each ensuing financial year. This will ensure that the projects included reflect current Council priorities and anticipated funding availability.

Purpose of the Plan

The purpose of the Long Term Financial Plan is to present a financial analysis of all strategic objectives and goals set out in the integrated planning framework documents. It is an integral part of Council's strategic planning process and is aligned to other core planning documents, including the Strategic Community Plan and the Shire's Corporate Business Plan.

The Long Term Financial Plan is a dynamic document that analyses financial trends over a fifteen (15) year period, based on a range of decisions and assumptions which provide the Shire with information to assess resourcing requirements to achieve its strategic objectives and ensure its future financial viability.

The Long Term Financial Plan covers the period 2017-18 to 2031-32. The plan is based on a high level of detail in the first four (4) years underpinned by a number of assumptions. The remaining years are shown with indicative forecasts.

The plan includes income, expenditure, cash flow projections, assets, liabilities and equity. Council refers to this model when considering financial decisions, for example new borrowings, long-term operational projections as well as capital expenditure forecasts. The Long Term Financial Plan is revised following formal budget reviews, and in conjunction with the annual Corporate Business Plan development process.

The Bridgetown-Greenbushes Community

Located in the heart of the Blackwood River valley, the Shire of Bridgetown-Greenbushes is able to boast beautiful scenery, stunning heritage buildings, extensive forests, national parks, wineries and heritage walk trails. The district includes the heritage town of Bridgetown, the town of Greenbushes with a long and proud mining history and other localities such as Catterick, Hester, Hester Brook, Kangaroo Gully, Kingston, Maranup Ford, North Greenbushes, Sunnyside, Wandillup, Winnejuup and Yornup.

Known for the lifestyle opportunities it offers, Bridgetown was once a traditional timber and farming based community. Both still remain important economic drivers in the Shire, as our tourism, retail/commerce/service industries and a growing art and cultural movement.

The beautiful landscapes, heritage architecture, strong sense of community and access to services are some of the reasons many people have decided to make a “tree change” and settle in the Shire.

Bridgetown-Greenbushes is known for its lifestyle opportunities. Our community is made up of people from diverse backgrounds with many different interests.

The latest estimate of residential population in the Shire of Bridgetown-Greenbushes is from 2016 and indicates a population of 4,670. The table below illustrates the changes in population since 2011.

Year	2011	2012	2013	2014	2015	2016
Population	4,421	4,513	4,607	4,637	4,662	4,670

Data Source: Australian Bureau of Statistics



Integrated Planning Framework

All Local Governments in WA are required to comply with the Integrated Planning and Reporting Framework (IPRF). This Long Term Financial Plan has been prepared to achieve compliance with the Local Government (Administration) Regulations 1996. Development of the plan has also been influenced by the Department of Local Government and Communities Framework and Guidelines for Long Term Financial Planning.

Long term financial planning is a key element of the Integrated Planning and Reporting Framework. It enables the Shire to set priorities, based on the resourcing capabilities, for the delivery of short, medium and long term community objectives.

The following diagram illustrates how the Long Term Financial Plan informs the Integrated Planning and Reporting Framework:



Scenario Modelling

Scenarios were developed to test the financial impact of reduced levels of operating funding with modelling occurring to consider the impact on the Shire of various reduced funding levels.

To ascertain the effect of reduced funding levels through scenario modelling, a base scenario was developed with a rate yield increase of 2.5% above inflation. Two alternative scenarios were also developed from this base. In scenario one the rates yield increase is 1% above inflation for the life of the plan and for scenario two there was no increase above inflation for the duration of the plan.

All other assumptions remained the same across the two scenarios.

The base scenario was selected as the most appropriate and has been used for the remainder of the plan. The base scenario includes levels of rate revenue to ensure the current levels of service are maintained.

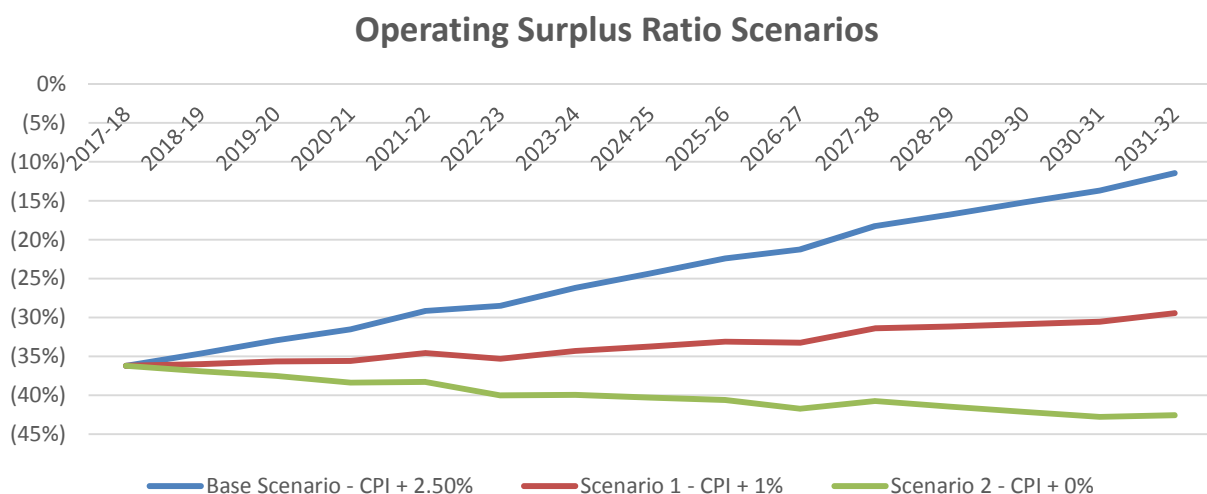
The table below reflects the impact of a change in total rates yield per annum as a result of each scenario in (other assumptions remaining the same).

Estimated Surplus/Deficit June 30 Carried Forward

Funding Level	Variance from Base Level in Year 15	Average Variance per Annum
(Scenario one) 1% rate increase above inflation	(\$1,564,908)	(\$659,633)
(Scenario two) No rate increase above inflation	(\$2,456,000)	(\$1,053,653)

The chart below reflects the impact of the same change in total rates yield on the Operating Surplus Ratio (other assumptions remaining the same). The base scenario was selected as it achieved an improvement in the operating surplus ratio toward the target ratio levels set out in the Department of Local Government and Communities' published Advisory Standard.

Scenario Comparison – Operating Surplus Ratio



Risk Management

The Shire of Bridgetown-Greenbushes recognises that risk management is an integral part of the planning, management and decision-making processes that need to be considered and addressed by everyone. The Shire is committed to ensuring that the effective management of risks remains central to all its operations while delivering a wide and diverse range of services to residents and visitors.

The Shire has developed a risk framework that is based on the AS/NZS ISO 31000:2009 principles, whilst also being specific and fit for purpose.

The Framework provides for:

- Identification, recognition and description of risks that provide opportunity or threaten the delivery of services;
- Analysis to establish an understanding of the sources, causes and consequences of risks should they occur;
- Identification, creation and review of controls and their ongoing effectiveness;
- Evaluation of risks to assist in sound and accountable decision-making;
- Processes to be reviewed to ensure new information is gathered, latest changes and trends are identified, successes and failures are recorded, lessons are learned, changes in internal and external context are detected and emerging risks are captured.

The Chief Executive Officer conducts a review of the Shire’s risk profiles and reports to the Audit Committee every quarter. The Shire’s Risk Management Framework is supported by a Council Policy and Corporate Procedures Manual.

The Shire quantified its risk appetite through the development and endorsement of the Shire’s Risk Assessment and Acceptance Criteria. The Level of Risk, or Risk Rating, is calculated by cross referencing the Consequence and Likelihood ratings. For any risk, there may be a number of different likelihood/consequence scenarios across the different risk categories. It is important to rate the realistic worst-case scenario, which is the worst-case level of risk considering both consequences and likelihood. Where there are multiple ratings for a risk, the highest combination of Consequence/Likelihood is taken as the final rating.

Risk Matrix					
	Consequence				
Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Moderate	High	High	Extreme	Extreme
Likely	Low	Moderate	High	High	Extreme
Possible	Low	Moderate	Moderate	High	High
Unlikely	Low	Low	Moderate	Moderate	High
Rare	Low	Low	Low	Low	Moderate

Assumptions

The forecasts contained in the Long Term Financial Plan are based on a number of assumptions and strategies. These assumptions and strategies are based on current economic conditions and should economic conditions alter, these assumptions and strategies will be reviewed as part of the annual budget process to take into account community affordability. It is recognised that community affordability will fluctuate over time and it will be necessary to review these assumptions and strategies on an annual basis.

The following assumptions have been applied in formulating the financial strategies underpinning the Long Term Financial Plan.

Prices and Growth Drivers

	Year 1	Year 2	Year 3	Years 4 -15
Inflation Estimate (Department of Treasury)	1%	1.75%	2.25%	2.5%
Rate Above or Below Inflation				
Income				
Rates (Includes 0.5% Natural Growth due to Subdivisions)	3.85%	2.50%	2.50%	2.50%
Operating Grants, Subsidies & Contributions	0.00%	0.00%	0.00%	0.00%
Fees & Charges - Statutory & Regulatory	-1.00%	-1.75%	-2.25%	-2.50%
Fees & Charges - Other (Discretionary)	2.40%	2.00%	2.00%	2.00%
Interest Earnings - Unpaid Rates & Instalment Plans	-1.00%	-1.75%	-2.25%	-2.50%
Interest Earnings – Investments	1.40%	1.25%	0.25%	0.00%
Other Revenues (Including commissions)	0.00%	0.00%	0.00%	0.00%
Expenditure				
Employee Costs - Salaries (LGO Award)	0.40%	0.00%	0.25%	0.50%
Employee Costs - Salaries (MEU Award)	1.50%	0.75%	0.25%	0.50%
Employee Costs - Superannuation (LGO Award)	0.40%	0.00%	0.25%	0.50%
Employee Costs - Superannuation (MEU Award)	1.50%	0.75%	0.25%	0.50%
Employee Costs - Workers Compensation (LGO Award)	0.40%	0.00%	0.25%	0.50%
Employee Costs - Workers Compensation (MEU Award)	1.50%	0.75%	0.25%	0.50%
Employee Costs - Other	0.00%	0.00%	0.00%	0.00%
Utilities	2.00%	1.25%	0.75%	0.50%
Materials & Contracts	0.00%	0.00%	0.00%	0.00%
Insurance Expense	-1.00%	0.00%	0.00%	0.00%
Other Expenditure	0.00%	0.00%	0.00%	0.00%

Other Assumptions

Base operating forecasts for the 2016-17 financial year have been used as the starting point for preparation of the plan.

Income

- General Purpose funding grants will increase in line with inflation forecasts
- All grant income associated with capital works has been maintained at historical levels with inflation increases applied annually
- It is assumed the Roads to Recovery program will continue for the life of the plan

Expenditure

- Depreciation expenditure is based on current depreciation rates and asset condition ratings. However a proposed review of these depreciation rates and condition ratings may have a significant impact on future year depreciation expenses
- Year 4 of the 4 Year Building Maintenance and Capital Plan is the base line for Years 5 to 15 with inflation increases applied annually
- The 10 Year Plant Replacement Program has been amended to include stamp duty now payable
- The average spend in Years 5 to 10 of the 10 Year Road Program is the base line applied for expenditure in Years 11 to 15 with inflation increases applied annually
- The impact of new capital projects on operating expenditure (i.e. increased: maintenance, repairs, insurance, utilities etc.) of 1.5% of capital expenditure has been included to recognise whole-of-life costs

Other

- Existing service levels will be maintained
- Any operating deficit from provision of waste services will be fully funded by the raising of a waste rate under the provisions of the WARR Act
- Funding of the plant and light fleet replacement program is fully funded from reserve. The transfers to reserve have been averaged out in five year segments
- Bridges will be renewed at the rate they are depreciating and will be externally fully funded

Monitoring and Performance

Monitoring

The Long Term Financial Plan needs to be reviewed in conjunction with the Strategic Community Plan so the Shire can determine its capability to deliver any proposed changes in services and assets. As a minimum, a desktop review of the Strategic Community Plan should be undertaken every two years and a full review conducted every four years.

Monitoring of the Shire's financial rigidity and financial position is undertaken by preparing and monitoring various ratios.

Performance Assessment

A series of performance indicators in the form of financial ratios are utilised to assess the financial performance of the Shire.

To maintain comparability across the Industry, these ratios and their respective target ranges have been derived from the Department of Local Government and Communities Long Term Financial Planning Framework and Guidelines, Department of Local Government and Communities Operational Guideline Number 18 Financial Ratios and Regulation 50 of Local Government (Financial Management) Regulations 1996.

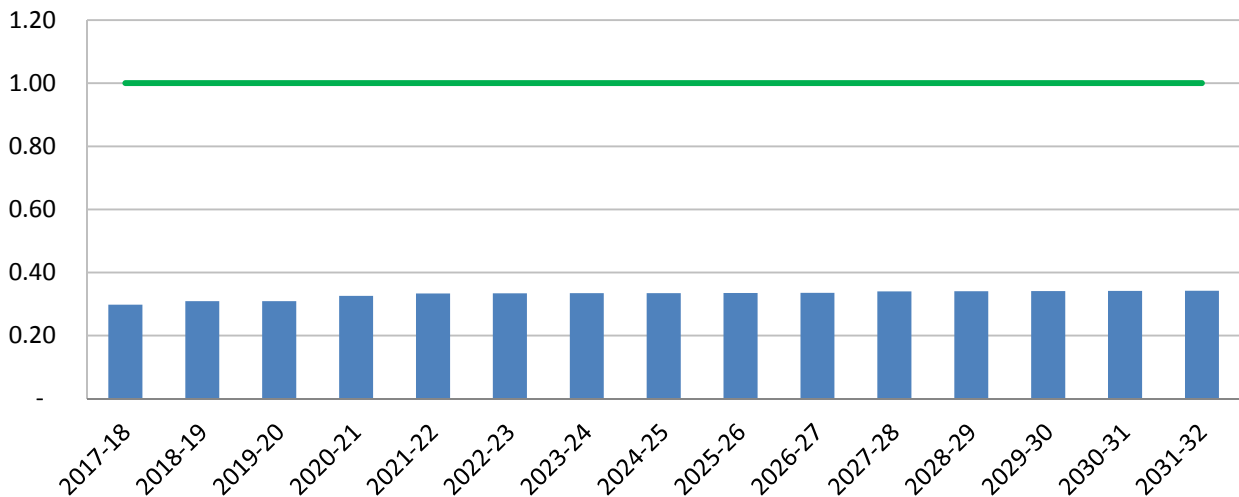
Graphs of these financial ratios are presented on the following pages together with the formula used to calculate the ratio, a brief description of what the ratio indicates, explanation of the standards and an assessment of the impact of the ratio on the Shire's future.

Ratio Targets

The Department of Local Government and Communities Advisory Standard provides target levels for each of the ratios. These target levels are represented on the ratio graphs as a red or green line. The red line represents the level at which a 'basic standard' is met, the green line representing the level at which an 'advanced or intermediate standard' is met, noting that for the Current Ratio there is only one standard.

Current Ratio

Forecast Ratio Analysis - Current Ratio



$$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets minus liabilities associated with long term borrowings}}$$

Indication: A measure of the Shire's short term liquidity and the capacity to meet short term financial obligations from unrestricted current assets.

Standard: **Standard Met – 100% or greater**

A ratio of greater than 100% indicates the Shire has more current assets than current liabilities.

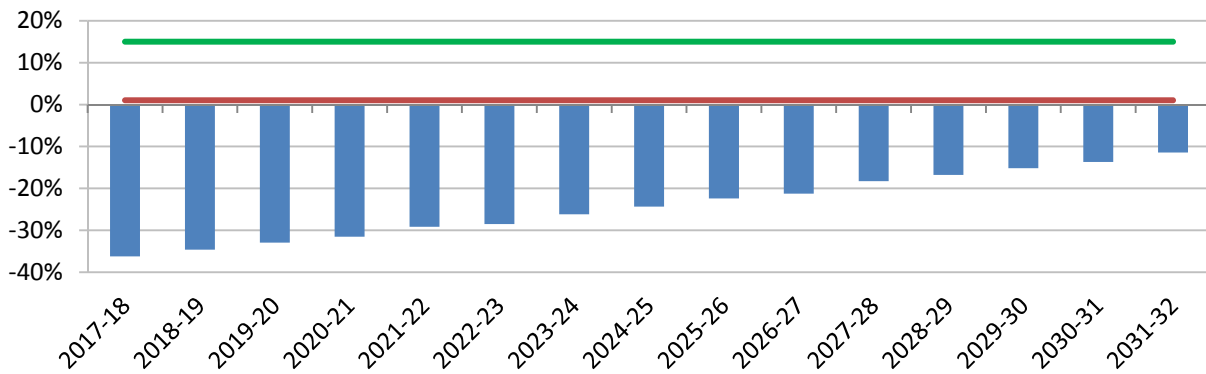
Below Standard – Less than 100%

A ratio of less than 100% means current liabilities are greater than current assets and the Shire may have a short term funding issue.

Commentary: As expected for a Shire with a forecast balanced funding surplus position and current borrowing liabilities, the ratio is less than 1.0. In the context of a Long Term Financial Plan the ratio below the target is not considered to indicate a threat to the Shire's long term financial position. The current ratio is affected by current liabilities such as loan repayments which are funded in the following years Budget and current employee leave provisions.

Operating Surplus Ratio

Forecast Ratio Analysis - Operating Surplus Ratio



$$\frac{\text{Operating revenue minus operating expense}}{\text{Own source operating revenue}}$$

Indication: A measure of the extent to which own source revenues raised cover operational expenses and have revenues available for capital funding or other purposes.

Standard: **Advanced Standard – 15% or greater**

A ratio of greater than 15% indicates the Shire is providing a strong operating surplus which will give flexibility in the future in relation to operational service levels and asset base.

Basic Standard – between 1% and 15%

Basic Standard is met if the operating surplus ratio is between 0% and 15%.

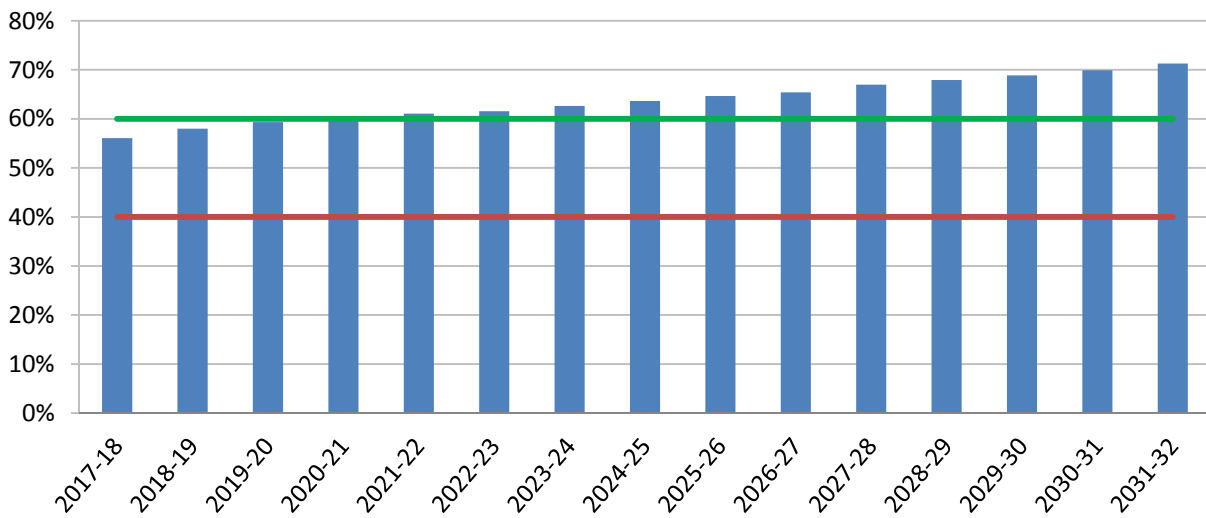
Below Standard – 0% or less

When the ratio starts to drift into negative territory it indicates a deficit and higher risk.

Commentary: While the ratio is below target, the ratio is demonstrating a steady improvement over the term of the plan indicating an increasing capacity to renew assets into the future.

Own Source Revenue Coverage Ratio

Forecast Ratio Analysis - Own Source Revenue Coverage Ratio



$$\frac{\text{own source operating revenue}}{\text{operating expense}}$$

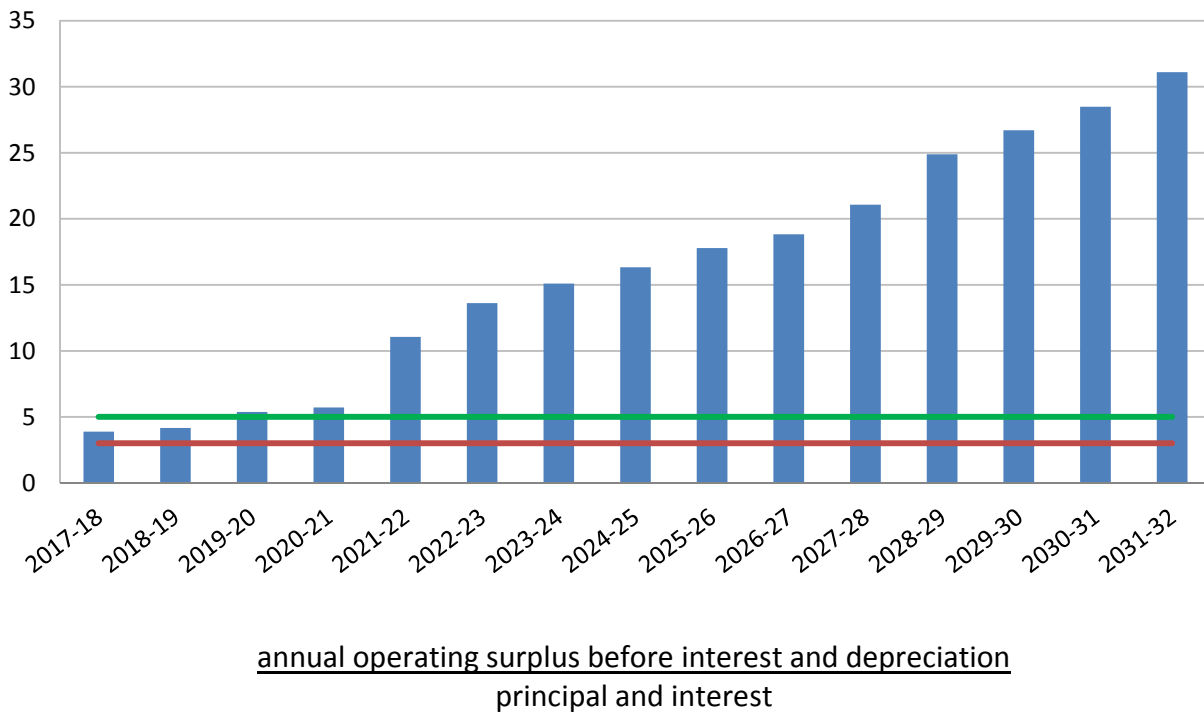
Indication: A measure of the extent of the Shire’s ability to cover operating expenses from own source revenue (includes rates, fees and charges, reimbursement and recoveries, interest income, income from property, other revenue and profit on disposal).

Standard: **Intermediate Standard – between 60% and 90%**
 An intermediate standard is achieved if the ratio is between 60% and 90%.
Basic Standard – between 40% and 60%
 A basic standard is achieved if the ratio is between 40% and 60%

Commentary: The ratio is in the acceptable range and improving over time indicating an ability to continue to operate in the event of a sudden loss of grant and other revenue.

Debt Service Coverage Ratio

Forecast Ratio Analysis - Debt Service Cover Ratio



Indication: A measure of the Shire’s ability to service debt out of its uncommitted or general purpose fund available from operations.

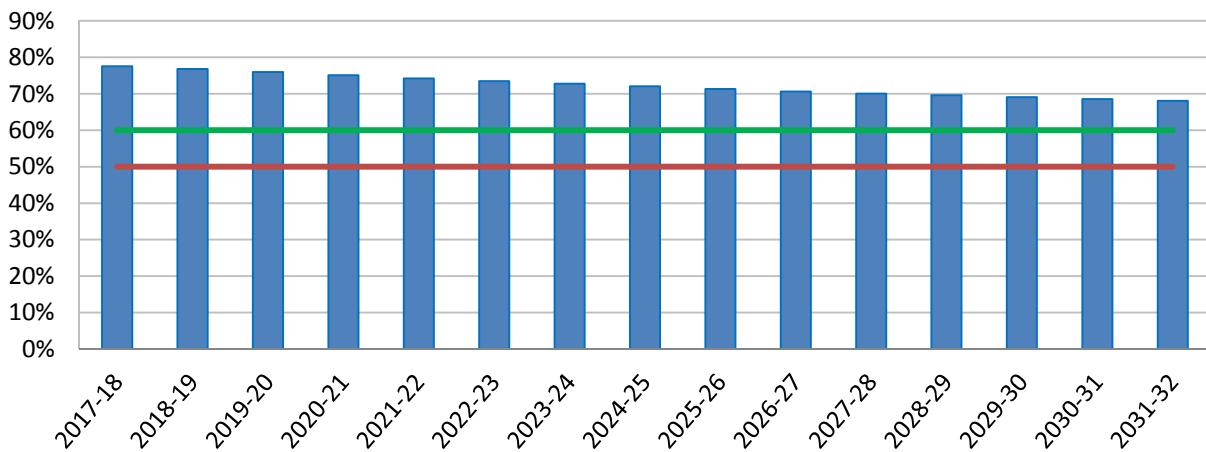
Standard:

- Advanced Standard – 5% or greater**
- Intermediate Standard – between 2% and 5%**
- Basic Standard is met if the debt service cover ratio is between 2% and 5%.
- Below Standard – lower than 2%**
- Standard is not met and indicates a higher risk.

Commentary: The ratio in the short term is in the reasonable range and continues to improve over time as existing borrowings are retired and the operating result improves. This indicates the Shire has a capacity to borrow in the medium term with increasing capacity during the longer term.

Asset Consumption Ratio

Forecast Ratio Analysis - Asset Consumption Ratio



$$\frac{\text{Depreciated replacement cost of assets}}{\text{Current replacement cost of depreciable assets}}$$

Indication: A measure of the aged condition of the Shire’s physical assets.

Standard: **Standard Met – 50% or greater**

Standard is met if the ratio is 50% or greater.

Standard Not Met – lower than 50%

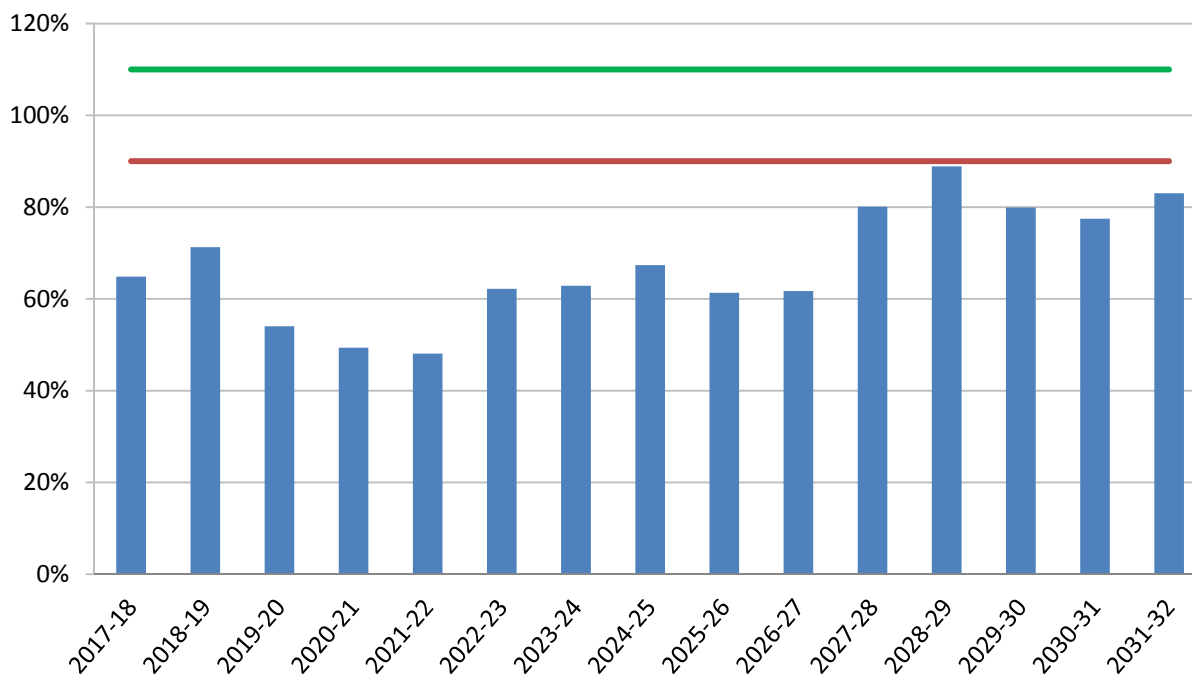
Standard is not met if the ratio is lower than 50%.

Indication: A measure of the aged condition of the Shire’s physical assets.

Commentary: The ratio is above the target range indicating the majority of assets are relatively new. Unfortunately, this ratio is somewhat distorted by a lack of information on the Current Replacement Cost of assets. The true level of the ratio is unknown without this information however, importantly the ratio is maintained throughout the plan.

Asset Sustainability Ratio

Forecast Ratio Analysis - Asset Sustainability Ratio



Capital renewal and replacement expenditure
Depreciation expense

Indication: A measure of the extent to which Shire assets are being renewed/replaced compared to the amount consumed (depreciation).

Standard: **Advanced Standard – 110% or greater**

An advanced standard is met when ratio is greater than 110%. It indicates the Shire is investing in asset renewal/replacement to the degree that offsets the current consumption of its assets and provides for the effect of inflation.

Basic Standard – between 90% and 110%

Basic Standard is met if asset sustainability ratio is between 90% and 110%.

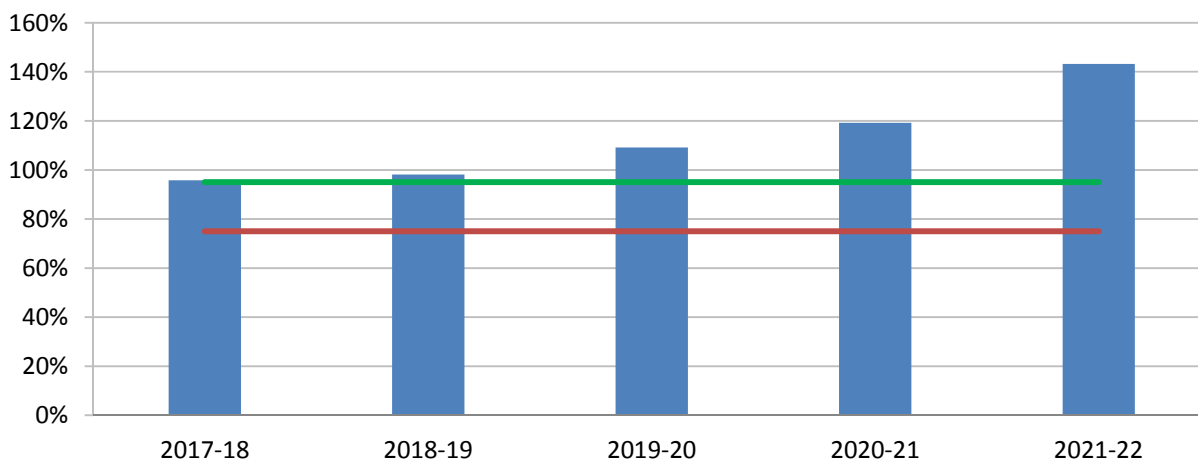
Below Standard – lower than 90%

Standard is not met, when a ratio is less than 90% a higher risk is evident and indicates the Shire is having difficulty undertaking a sustained capital investment program sufficient to renew/replace assets.

Commentary: The ratio is below standard but improves in later years with increased investment in asset renewals. When this ratio is read in conjunction with the Asset Renewal Funding Ratio the risk level is reduced. Further work is being planned in respect to the current assessment of asset remaining useful lives and residual values. These assessments will ensure Council is depreciating its assets at an appropriate rate.

Asset Renewal Funding Ratio

Forecast Ratio Analysis - Asset Renewal Funding Ratio



$$\frac{\text{NPV of planned capital renewals over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$$

Indication: The Shire’s financial capacity to fund its projected asset renewal/replacements in the future to support existing service levels. (This ratio is based on ten year forecast expenditure and as such is only able to be calculated for the first five years of the plan).

Standard: **Intermediate Standard – between 95% and 105%**

An intermediate standard is achieved if the ratio is between 95% and 105%.

Basic Standard – between 75% and 95%

A basic standard is achieved if the ratio is between 75% and 95%.

Below Standard – below 75%

A ratio below 75% is considered to be in the higher risk zone and indicates the Shire is having difficulty undertaking a sustained capital investment program sufficient to renew assets while negating the effect of inflation on purchasing power over time.

Commentary: The ratio is above the target ratio with planned asset renewal expenditure being higher than the required asset renewal expenditure as set out in the Asset Management Plan.

Financial Summary

In determining this Long Term Financial Plan a number of important items were given consideration. Not least of these were ratepayer affordability, debt reduction and management of the Shire’s many assets.

The plan shows a balanced budget for each of the fifteen financial years. There is a steady growth in net funding from operational activities arising from the proposed operating revenues and expenditures that enables funds to flow to the provision and renewal of community assets. These results enhance the long term financial sustainability of the Shire.

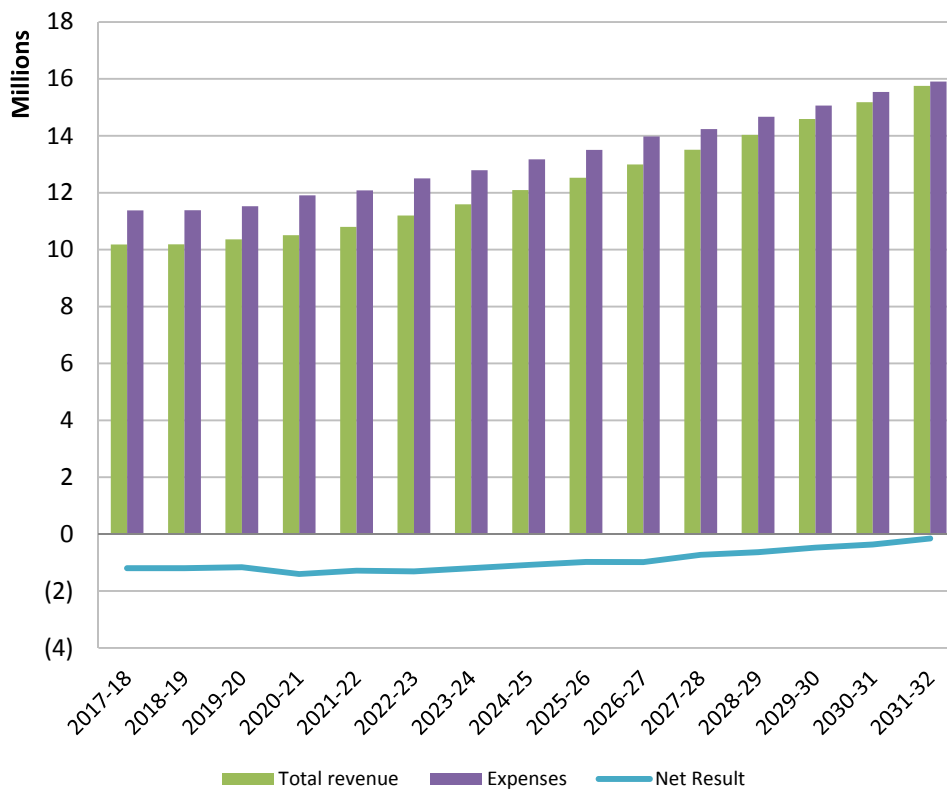
Operations

The chart below shows the operating revenues and expenses over the years (as columns) and the net result (being revenues less expenses, excluding asset revaluation changes) as a line.

The Shire is reliant on receiving more than \$41.71m over the 15 years in untied operating grants, subsidies and contributions to maintain its current level of operations and services.

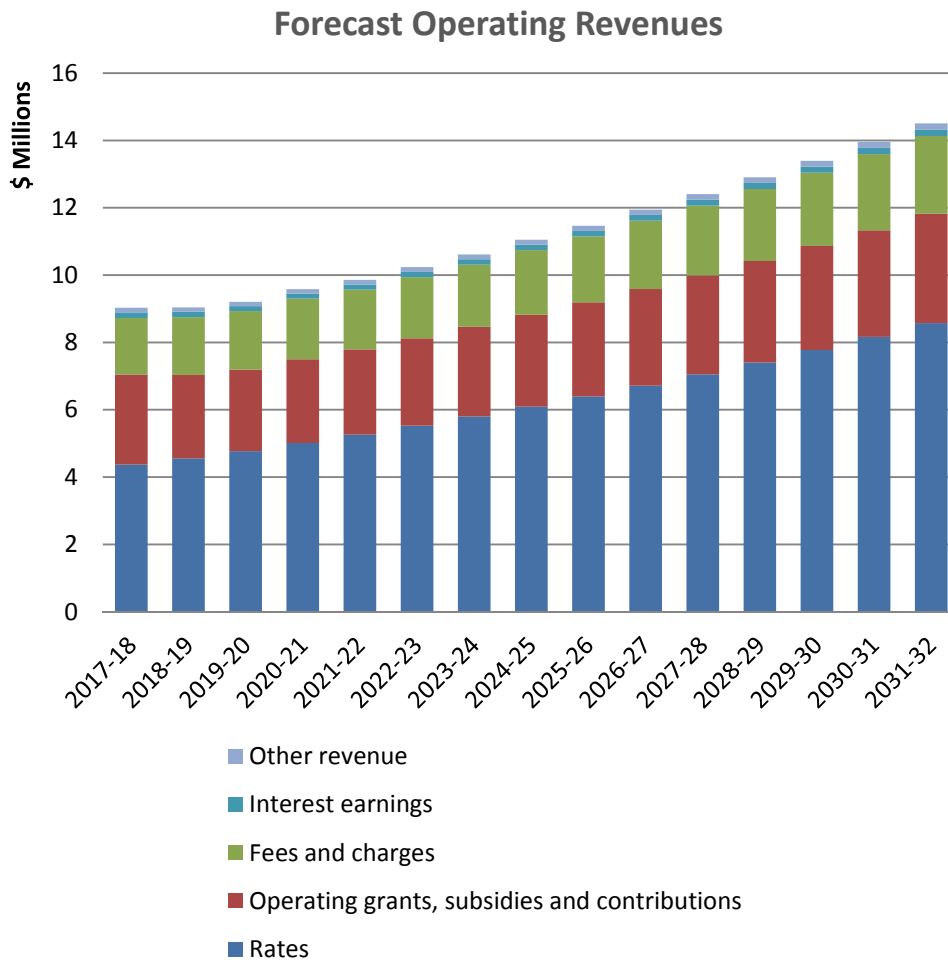
The Shire expects the Net Operating Deficit to gradually improve over the life of the plan.

Forecast Comprehensive Income



Revenue

The operating revenue in each of the 15 years is shown below. Rate revenue remains the most significant income stream and key to financial sustainability in the long term.



Rates

Rates are expected to generate \$4.37m in 2017-18 increasing to \$8.57m in 2031-32. Rate revenue is forecast to increase by 2.5% per annum above estimated inflation, being 0.5% natural growth due to subdivisions and an additional 2% to ensure sufficient provision of services and infrastructure for community needs. These rating increases will be reviewed on an annual basis to consider the various economic drivers.

Operating Grants

Grants and contributions for operating purposes are planned to increase from \$2.68m in 2017-18 to \$3.25m in 2031-32. The assumption is for an inflationary increase annually over the period resulting in a steady progression of revenue.

There is a high level of uncertainty in relation to this forecast as the actual level of grants allocation has not been determined and is subject to the amount of Federal funds allocated to W.A. and the allocation methodology adopted by the WA Local Government Grants Commission.

Capital Grants

In all years Capital grants are forecast to remain in line with historical levels applying an inflationary increase annually.

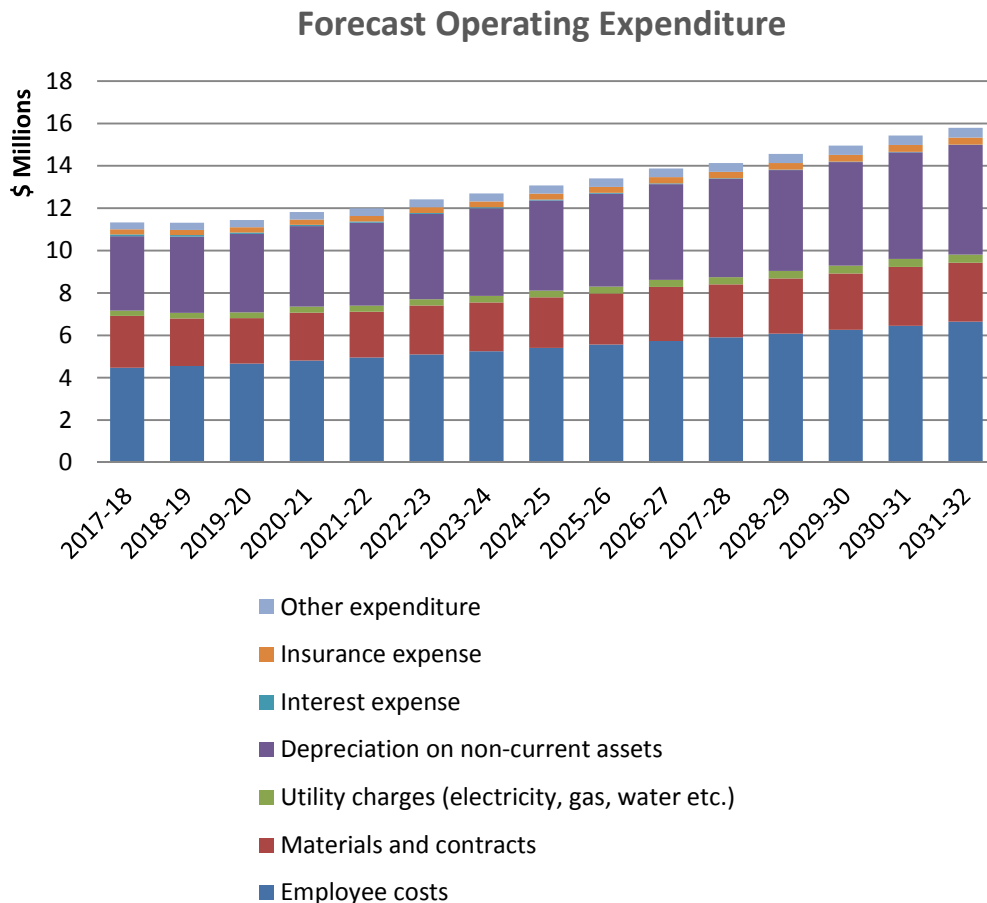
Fees and Charges

Discretionary fees and charges are planned to increase in line with inflationary estimates to match estimated additional costs in service delivery.

Statutory controlled fees are limited by regulations preventing full cost recovery of these services. These fees and charges are not estimated to increase throughout the life of the plan.

Expenses

Operating expenses in each of the 15 years is shown below.

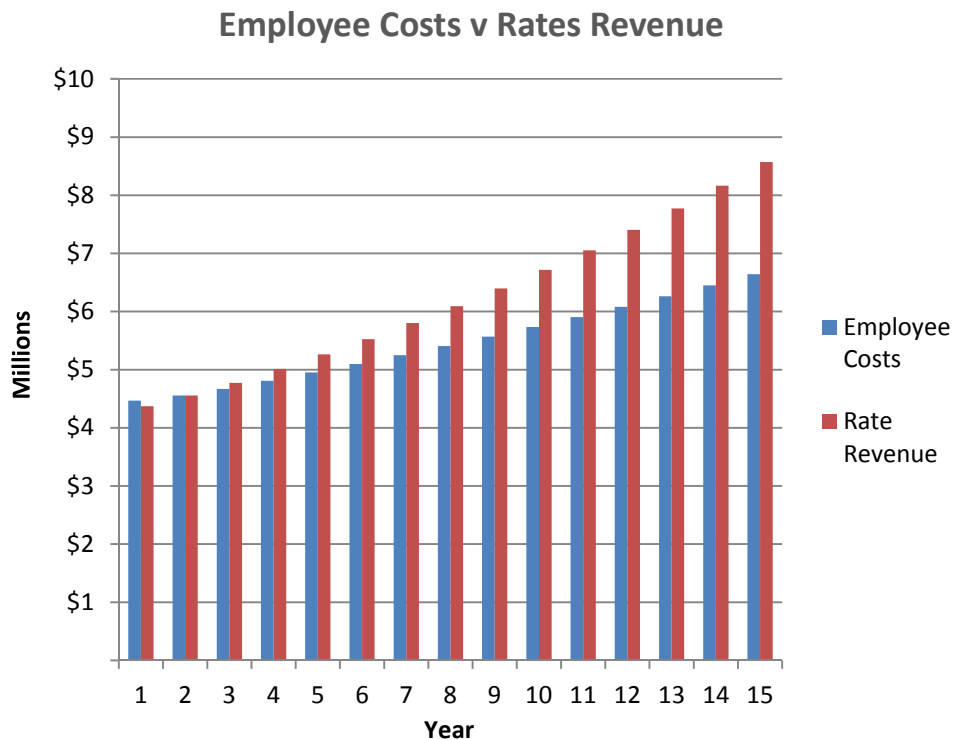


Employee Costs

Estimates for employee costs are based on current increases as outlined in Council’s two workplace agreements. Both agreements allow for an annual increase in line with Perth’s wage price index. One agreement also has a safety net minimum increase of 2.5%.

The current plan includes one increase in employee full time equivalents as required by Council’s Corporate Business Plan, being additional hours to man the proposed inert waste site. Council will be reviewing its Workforce Plan in 2017-18. Outcomes of this review will be factored into the next review of the Long Term Financial Plan.

The below chart shows employee costs versus rate revenue.



Materials and Contracts

Materials and contracts expenditure represents a significant portion of the expenditure and essentially refers to the cost of contracted work, delivery of services such as waste management, maintenance of infrastructure, parks and buildings, all Depot material requirements and administrative office consumables etc.

Included in materials and contracts is the expenditure associated with new operating initiatives (additional costs from the 2016-17 base budget) as identified in Council’s Corporate Business Plan for years 1 (2017-18) to year 4 (2020-21).

Utilities

In line with recent trends utility costs are expected to increase greater than inflation estimates. For the life of the plan an annual increase of 3% has been assumed.

Insurance

Insurance expenditure included in year one has been based on information provided by the Shire’s insurance provider. The inflation indexation rate is considered a reasonable estimate to forecast insurance expenses for the remainder of the fifteen year period.

Depreciation

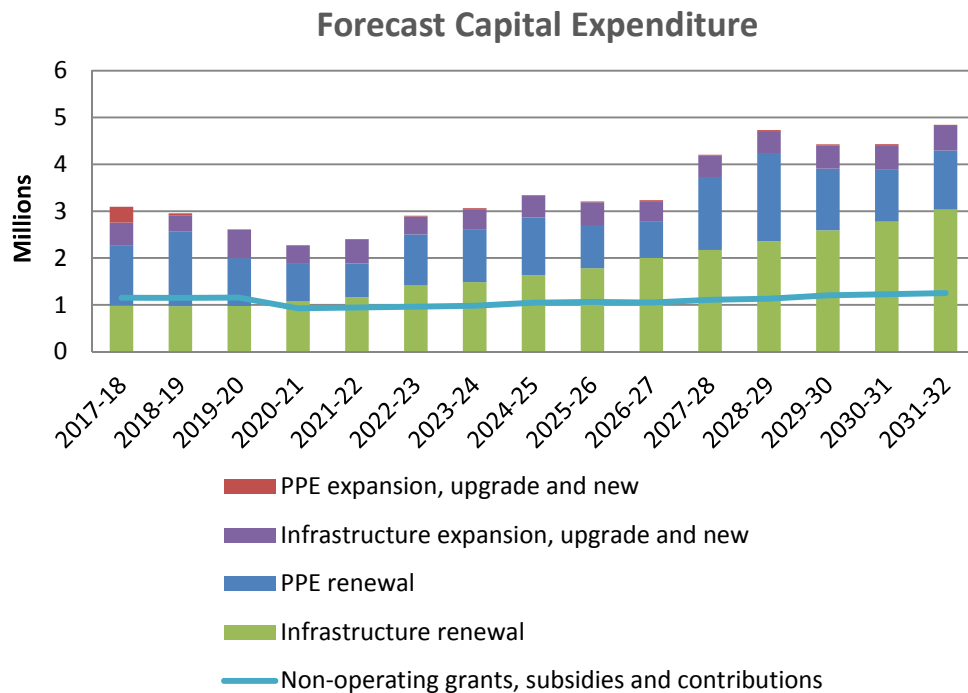
As at 30 June 2017, all assets were valued at fair value and depreciation is based on the expected life of the asset. The plan assumes an increase in the fair value of Council’s assets in line with inflation estimates. As the fair value of assets increases there is a proportionate increase in depreciation expenditure. Depreciation has also increased in line with estimated new and upgraded asset expenditure.

Capital Works & Financing

Forward Capital Works

All capital expenditure included in Council's various forward capital works plans as detailed in Appendix A have been included in the Long Term Financial Plan. The below chart shows forecast capital expenditure and related non-operating grants, subsidies and contributions.

The level of capital spending occurs against a backdrop of reduced grants, borrowings and some increasing cash reserve balances. This provides the Shire with the capacity to borrow or use reserves in the future for unplanned major capital projects.



Financing

Borrowings

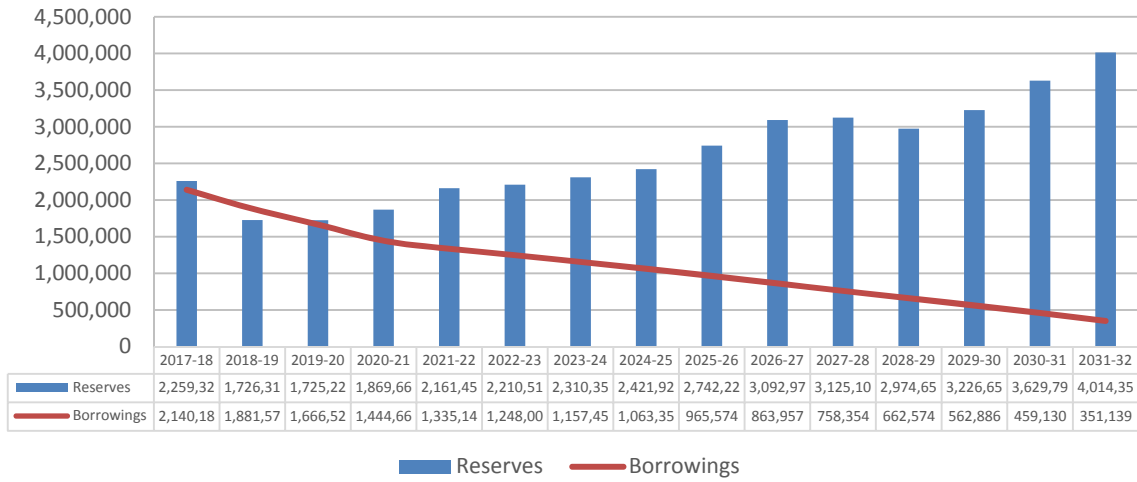
One new borrowing has been specifically identified. Year 1 of the plan includes a new loan of \$120,000 to fund the development of a new liquid waste site and inert waste area. The principal outstanding on borrowings reduces over the life of the plan. Apart from the loan identified in Year 1 of the plan, as existing loans come to an end, no new borrowings have been specifically identified. This provides the Shire with increasing capacity to borrow in reaction to unplanned events or urgent issues over the life of the plan.

Cash Reserves

The balance of cash reserves are forecast to increase over the term of the plan. The dip in closing balance in Year 2 is primarily as a result of the transfer out of the Land and Building Reserve to part fund renewal works of the Bridgetown Railway Station building and a transfer from the Maranup Ford Road Reserve to fund planned renewal works. Dips in the later years are as a result of periodical transfers out of the Plant Reserve and Assets & GRV Revaluations Reserve to fund planned expenditure that has been catered for with annual transfers to these reserves. Details of individual reserve balances is shown at Appendix B.

In general, the finances of the Shire are expected to improve over the term with a reduction in the level of borrowings outstanding and an increase in cash savings in the form of reserves as represented in the following graph.

Forecast Borrowings and Reserves



Forecast Financial Statements

The following forecast financial statements have been prepared and are included at the end of the plan. These forecast statements have been prepared within a framework which accords with the Australian Accounting Standards.

Statements of Comprehensive Income

Often referred to as the Operating Statement, it shows the revenues and expenses over the periods classified by two methods (by Program and Nature or Type) to disclose a net result.

Statement of Financial Position

More commonly referred to as the Balance Sheet, this statement discloses the forecast changes in the balance of assets and liability accounts over the periods.

Changes in Equity

This statement discloses the changes in equity over the forecast period. It shows the impact of operations on net assets and the movement in cash backed and revaluation reserves.

Statement of Cash flows

Represents the forecast cash inflows and outflows and discloses the changes to the balance of cash over the period.

Statement of Funding

A statement combining operating and capital revenues and expenses and discloses the opening and closing net current budget surplus (deficit) funding position for each year.

Composition of Estimated Net Current Asset Position

A statement showing how the closing estimated surplus/deficit has been calculated.

Statement of Movements in Fixed Assets

A summary of the impact of the plan on the value of fixed assets over the period. It discloses the movements in the net value of property, plant, and equipment and infrastructure.

Statement of Capital Funding

A summary of the capital expenditure by asset class and the source of funding for each class.

Forecast Ratio Analysis

The forecast ratios required by the regulations and discussed earlier under monitoring and performance.

Shire of Bridgetown-Greenbushes
Forecast Statement of Comprehensive Income - by Nature or Type
For the period 2017 - 2032

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revenues															
Rates	4,370,922	4,556,687	4,773,130	5,011,786	5,262,376	5,525,495	5,801,770	6,091,859	6,396,452	6,716,274	7,052,088	7,404,693	7,774,927	8,163,674	8,571,858
Operating grants, subsidies and contributions	2,677,345	2,475,882	2,418,111	2,488,775	2,532,966	2,596,726	2,662,092	2,729,108	2,797,811	2,868,247	2,940,459	3,014,490	3,090,389	3,168,200	3,247,975
Fees and charges	1,676,992	1,717,180	1,736,867	1,802,104	1,772,710	1,815,241	1,846,406	1,919,330	1,954,079	2,030,717	2,069,329	2,136,104	2,178,859	2,263,807	2,311,024
Interest earnings	165,383	160,683	147,358	147,331	150,943	158,236	159,463	161,959	164,749	172,755	181,525	182,329	178,565	184,868	194,945
Other revenue	139,877	127,964	130,491	133,499	136,672	140,379	144,187	148,101	152,122	156,256	160,509	164,877	169,370	173,985	178,729
	9,030,519	9,038,396	9,205,957	9,583,495	9,855,667	10,236,077	10,613,918	11,050,357	11,465,213	11,944,249	12,403,910	12,902,493	13,392,110	13,954,534	14,504,531
Expenses															
Employee costs	(4,466,678)	(4,554,911)	(4,668,370)	(4,807,573)	(4,950,936)	(5,098,557)	(5,250,594)	(5,407,158)	(5,568,417)	(5,734,482)	(5,905,508)	(6,081,634)	(6,263,021)	(6,449,842)	(6,642,198)
Materials and contracts	(2,447,832)	(2,242,093)	(2,147,044)	(2,264,784)	(2,164,330)	(2,308,126)	(2,302,856)	(2,385,676)	(2,409,903)	(2,551,731)	(2,499,777)	(2,607,211)	(2,659,644)	(2,781,898)	(2,780,362)
Utility charges (electricity, gas, water etc.)	(256,026)	(263,706)	(271,620)	(279,764)	(288,158)	(296,801)	(305,704)	(314,874)	(324,324)	(334,054)	(344,073)	(354,392)	(365,022)	(375,977)	(387,256)
Depreciation on non-current assets	(3,509,686)	(3,596,224)	(3,696,311)	(3,801,646)	(3,911,430)	(4,022,860)	(4,137,933)	(4,256,573)	(4,379,598)	(4,515,631)	(4,631,148)	(4,752,454)	(4,888,703)	(5,029,075)	(5,174,010)
Interest expense	(84,287)	(78,325)	(69,385)	(62,583)	(56,272)	(52,192)	(48,779)	(45,232)	(41,545)	(37,712)	(33,726)	(29,680)	(25,772)	(21,704)	(17,469)
Insurance expense	(236,682)	(240,825)	(246,245)	(252,402)	(258,716)	(265,187)	(271,816)	(278,612)	(285,582)	(292,722)	(300,043)	(307,542)	(315,230)	(323,112)	(331,193)
Other expenditure	(329,708)	(335,474)	(343,022)	(351,602)	(360,392)	(369,402)	(378,636)	(388,105)	(397,804)	(407,748)	(417,940)	(428,384)	(439,089)	(450,061)	(461,308)
	(11,330,899)	(11,311,558)	(11,441,997)	(11,820,354)	(11,990,234)	(12,413,125)	(12,696,318)	(13,076,230)	(13,407,173)	(13,874,080)	(14,132,215)	(14,561,297)	(14,956,481)	(15,431,669)	(15,793,796)
	(2,300,380)	(2,273,162)	(2,236,040)	(2,236,859)	(2,134,567)	(2,177,048)	(2,082,400)	(2,025,873)	(1,941,960)	(1,929,831)	(1,728,305)	(1,658,804)	(1,564,371)	(1,477,135)	(1,289,265)
Non-operating grants, subsidies and contributions	1,151,818	1,146,890	1,155,163	923,171	941,375	959,803	978,427	1,042,987	1,062,052	1,046,243	1,104,866	1,128,625	1,200,100	1,224,351	1,248,863
NET RESULT	(1,148,562)	(1,126,272)	(1,080,877)	(1,313,688)	(1,193,192)	(1,217,245)	(1,103,973)	(982,886)	(879,908)	(883,588)	(623,439)	(530,179)	(364,271)	(252,784)	(40,402)
Other Comprehensive Income	1,868,441	3,344,597	4,373,089	4,941,208	5,016,105	5,083,092	5,166,332	5,248,989	5,349,426	5,446,357	5,527,346	5,626,077	5,758,015	5,876,303	5,988,671
TOTAL COMPREHENSIVE INCOME	719,879	2,218,325	3,292,212	3,627,520	3,822,913	3,865,847	4,062,359	4,266,103	4,469,518	4,562,769	4,903,907	5,095,898	5,393,744	5,623,519	5,948,269

Shire of Bridgetown-Greenbushes
Forecast Statement of Comprehensive Income - *by Program*
For the period 2017 - 2032

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revenue															
Governance	331	338	345	353	361	369	378	387	396	406	418	430	443	456	469
General purpose funding	6,471,958	6,687,394	6,935,335	7,224,848	7,531,234	7,855,163	8,187,550	8,536,424	8,901,535	9,288,570	9,693,877	10,109,564	10,539,909	11,000,471	11,485,926
Law, order, public safety	294,593	299,313	305,639	313,003	320,570	328,348	336,345	344,567	353,018	361,707	370,639	379,825	389,270	398,980	408,965
Health	18,612	19,310	20,131	21,037	21,983	22,972	24,006	25,086	26,215	27,395	28,628	29,917	31,263	32,670	34,140
Education and welfare	18,514	18,699	18,939	19,212	11,491	11,779	12,073	12,376	12,685	13,002	13,328	13,660	14,000	14,349	14,708
Housing	16,476	16,502	16,529	16,557	16,586	16,616	16,646	16,677	16,709	16,742	16,776	16,811	16,847	16,884	16,923
Community amenities	1,023,851	1,047,000	1,046,287	1,088,896	1,035,953	1,053,979	1,059,636	1,106,012	1,113,128	1,161,001	1,169,664	1,205,258	1,215,550	1,266,696	1,278,713
Recreation and culture	679,013	467,978	370,044	384,524	399,718	416,008	432,997	450,710	469,181	488,445	508,538	529,490	551,346	574,142	597,921
Transport	166,615	169,667	173,623	178,106	182,707	187,432	192,283	197,264	202,378	207,628	213,020	218,557	224,242	230,081	236,076
Economic services	152,591	134,895	137,687	150,788	143,994	147,310	150,738	154,284	157,951	161,742	165,667	169,727	173,927	178,273	182,772
Other property and services	187,965	177,300	181,398	186,171	191,070	196,101	201,266	206,570	212,017	217,611	223,355	229,254	235,313	241,532	247,918
	9,030,519	9,038,396	9,205,957	9,583,495	9,855,667	10,236,077	10,613,918	11,050,357	11,465,213	11,944,249	12,403,910	12,902,493	13,392,110	13,954,534	14,504,531
Expenses Excluding Finance Costs															
Governance	(978,267)	(973,860)	(1,003,528)	(1,034,353)	(1,058,551)	(1,076,095)	(1,113,895)	(1,145,821)	(1,182,730)	(1,202,651)	(1,245,244)	(1,278,456)	(1,321,650)	(1,344,241)	(1,392,189)
General purpose funding	(117,521)	(175,543)	(122,421)	(125,791)	(129,251)	(194,432)	(136,466)	(140,224)	(144,087)	(216,074)	(152,135)	(156,327)	(160,637)	(240,146)	(169,618)
Law, order, public safety	(718,112)	(731,941)	(750,075)	(770,975)	(792,529)	(814,619)	(844,353)	(860,731)	(884,816)	(910,006)	(934,801)	(960,407)	(987,247)	(1,021,854)	(1,043,262)
Health	(91,313)	(92,911)	(95,214)	(98,028)	(100,926)	(103,910)	(106,980)	(110,142)	(113,396)	(116,748)	(120,200)	(123,754)	(127,415)	(131,184)	(135,063)
Education and welfare	(173,375)	(174,270)	(178,191)	(182,789)	(175,519)	(180,374)	(185,368)	(190,504)	(195,785)	(201,256)	(206,779)	(212,467)	(218,358)	(224,416)	(230,647)
Housing	(32,451)	(33,210)	(34,102)	(35,067)	(36,065)	(37,082)	(38,130)	(39,210)	(40,328)	(41,531)	(42,627)	(43,769)	(45,008)	(46,285)	(47,601)
Community amenities	(1,590,543)	(1,641,743)	(1,662,264)	(1,727,506)	(1,750,327)	(1,818,906)	(1,849,011)	(1,953,797)	(1,952,045)	(2,027,158)	(2,062,961)	(2,140,103)	(2,179,298)	(2,260,169)	(2,302,760)
Recreation and culture	(3,026,401)	(2,868,078)	(2,856,366)	(2,895,834)	(2,972,863)	(3,057,040)	(3,143,753)	(3,237,950)	(3,324,921)	(3,421,338)	(3,515,879)	(3,618,570)	(3,716,270)	(3,821,966)	(3,930,791)
Transport	(3,820,254)	(3,862,323)	(3,952,695)	(4,150,606)	(4,185,539)	(4,302,640)	(4,454,468)	(4,555,161)	(4,682,859)	(4,854,541)	(4,954,590)	(5,084,410)	(5,261,717)	(5,380,077)	(5,529,461)
Economic services	(613,206)	(595,834)	(615,369)	(652,682)	(645,503)	(663,826)	(682,677)	(702,076)	(722,043)	(742,652)	(758,676)	(780,326)	(802,678)	(825,682)	(849,346)
Other property and services	(85,169)	(83,520)	(102,387)	(84,140)	(86,889)	(112,009)	(92,438)	(95,382)	(122,618)	(102,413)	(104,597)	(133,028)	(110,431)	(113,945)	(145,589)
	(11,246,612)	(11,233,233)	(11,372,612)	(11,757,771)	(11,933,962)	(12,360,933)	(12,647,539)	(13,030,998)	(13,365,628)	(13,836,368)	(14,098,489)	(14,531,617)	(14,930,709)	(15,409,965)	(15,776,327)
Finance Costs															
Community amenities	(13,573)	(13,522)	(9,982)	(6,340)	(3,202)	(2,076)	(1,738)	(1,391)	(1,035)	(668)	(290)	0	0	0	0
Recreation and culture	(70,714)	(64,803)	(59,403)	(56,243)	(53,070)	(50,116)	(47,041)	(43,841)	(40,510)	(37,044)	(33,436)	(29,680)	(25,772)	(21,704)	(17,469)
	(84,287)	(78,325)	(69,385)	(62,583)	(56,272)	(52,192)	(48,779)	(45,232)	(41,545)	(37,712)	(33,726)	(29,680)	(25,772)	(21,704)	(17,469)
Non Operating Grants, Subsidies and Contributions															
Law, order, public safety	2,000	2,035	2,081	2,133	2,186	2,241	2,297	2,354	2,413	2,473	2,535	2,599	2,664	2,730	2,798
Education and welfare	0	10,000	0	0	0	0	0	0	0	0	0	0	0	0	0
Community amenities	109,867	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Recreation and culture	89,333	361,105	106,242	6,398	6,558	6,722	6,890	7,063	7,239	7,420	7,606	7,796	7,991	8,191	8,395
Transport	950,618	773,750	1,046,840	914,640	932,631	950,840	969,240	1,033,570	1,052,400	1,036,350	1,094,725	1,118,230	1,189,445	1,213,430	1,237,670
	1,151,818	1,146,890	1,155,163	923,171	941,375	959,803	978,427	1,042,987	1,062,052	1,046,243	1,104,866	1,128,625	1,200,100	1,224,351	1,248,863
NET RESULT	(1,148,562)	(1,126,272)	(1,080,877)	(1,313,688)	(1,193,192)	(1,217,245)	(1,103,973)	(982,886)	(879,908)	(883,588)	(623,439)	(530,179)	(364,271)	(252,784)	(40,402)
Other Comprehensive Income	1,868,441	3,344,597	4,373,089	4,941,208	5,016,105	5,083,092	5,166,332	5,248,989	5,349,426	5,446,357	5,527,346	5,626,077	5,758,015	5,876,303	5,988,671
TOTAL COMPREHENSIVE INCOME	719,879	2,218,325	3,292,212	3,627,520	3,822,913	3,865,847	4,062,359	4,266,103	4,469,518	4,562,769	4,903,907	5,095,898	5,393,744	5,623,519	5,948,269

Shire of Bridgetown-Greenbushes

Forecast Statement of Financial Position

For the period 2017 - 2032

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	30 June 18	30 June 19	30 June 20	30 June 21	30 June 22	30 June 23	30 June 24	30 June 25	30 June 26	30 June 27	30 June 28	30 June 29	30 June 30	30 June 31	30 June 32
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
CURRENT ASSETS															
Unrestricted Cash and Equivalents	146,136	146,136	146,136	146,136	146,136	146,136	146,136	146,136	146,136	146,136	146,136	146,136	146,136	146,136	146,136
Restricted Cash and Cash Equivalent	2,259,322	1,726,316	1,725,224	1,869,665	2,161,457	2,210,511	2,310,356	2,421,925	2,742,222	3,092,977	3,125,102	2,974,654	3,226,650	3,629,795	4,014,359
Trade and Other Receivables	241,284	241,702	242,135	230,197	230,197	230,197	230,197	230,197	230,197	230,197	230,197	230,197	230,197	230,197	230,197
Inventories	16,342	16,342	16,342	16,342	16,342	16,342	16,342	16,342	16,342	16,342	16,342	16,342	16,342	16,342	16,342
TOTAL CURRENT ASSETS	2,663,084	2,130,496	2,129,837	2,262,340	2,554,132	2,603,186	2,703,031	2,814,600	3,134,897	3,485,652	3,517,777	3,367,329	3,619,325	4,022,470	4,407,034
NON-CURRENT ASSETS															
Other Receivables	118,198	106,693	94,755	94,755	94,755	94,755	94,755	94,755	94,755	94,755	94,755	94,755	94,755	94,755	94,755
Property Plant and Equipment Infrastructure	34,324,320	35,421,354	36,036,798	36,536,189	37,011,672	37,689,779	38,394,978	39,147,838	39,709,509	40,196,051	41,137,780	42,280,635	43,074,860	43,756,245	44,513,144
	176,442,928	177,849,709	180,324,017	183,097,784	186,043,902	189,095,451	192,262,216	195,569,793	199,059,559	202,683,414	206,507,864	210,515,575	214,763,410	219,198,643	223,897,458
TOTAL NON-CURRENT ASSETS	210,885,446	213,377,756	216,455,570	219,728,728	223,150,329	226,879,985	230,751,949	234,812,386	238,863,823	242,974,220	247,740,399	252,890,965	257,933,025	263,049,643	268,505,357
TOTAL ASSETS	213,548,530	215,508,252	218,585,407	221,991,068	225,704,461	229,483,171	233,454,980	237,626,986	241,998,720	246,459,872	251,258,176	256,258,294	261,552,350	267,072,113	272,912,391
CURRENT LIABILITIES															
Trade and Other Payables	392,675	392,675	392,675	392,675	392,675	392,675	392,675	392,675	392,675	392,675	392,675	392,675	392,675	392,675	392,675
Current Portion of Long-term Liabilities	247,516	203,552	209,921	109,520	87,137	90,550	94,097	97,784	101,617	105,603	95,780	99,688	103,756	107,991	112,397
Provisions	891,140	891,140	891,140	891,140	891,140	891,140	891,140	891,140	891,140	891,140	891,140	891,140	891,140	891,140	891,140
TOTAL CURRENT LIABILITIES	1,531,331	1,487,367	1,493,736	1,393,335	1,370,952	1,374,365	1,377,912	1,381,599	1,385,432	1,389,418	1,379,595	1,383,503	1,387,571	1,391,806	1,396,212
NON-CURRENT LIABILITIES															
Long-term Borrowings	1,892,665	1,678,026	1,456,600	1,335,142	1,248,005	1,157,455	1,063,358	965,574	863,957	758,354	662,574	562,886	459,130	351,139	238,742
Provisions	100,690	100,690	100,690	100,690	100,690	100,690	100,690	100,690	100,690	100,690	100,690	100,690	100,690	100,690	100,690
TOTAL NON-CURRENT LIABILITIES	1,993,355	1,778,716	1,557,290	1,435,832	1,348,695	1,258,145	1,164,048	1,066,264	964,647	859,044	763,264	663,576	559,820	451,829	339,432
TOTAL LIABILITIES	3,524,686	3,266,083	3,051,026	2,829,167	2,719,647	2,632,510	2,541,960	2,447,863	2,350,079	2,248,462	2,142,859	2,047,079	1,947,391	1,843,635	1,735,644
NET ASSETS	210,023,844	212,242,169	215,534,381	219,161,901	222,984,814	226,850,661	230,913,020	235,179,123	239,648,641	244,211,410	249,115,317	254,211,215	259,604,959	265,228,478	271,176,747
EQUITY															
Retained Surplus	113,845,164	113,251,898	112,172,113	110,713,984	109,229,000	107,962,701	106,758,883	105,664,428	104,464,223	103,229,880	102,574,316	102,194,585	101,578,318	100,922,389	100,497,423
Reserves - Cash Backed	2,259,322	1,726,316	1,725,224	1,869,665	2,161,457	2,210,511	2,310,356	2,421,925	2,742,222	3,092,977	3,125,102	2,974,654	3,226,650	3,629,795	4,014,359
Asset Revaluation Surplus	93,919,358	97,263,955	101,637,044	106,578,252	111,594,357	116,677,449	121,843,781	127,092,770	132,442,196	137,888,553	143,415,899	149,041,976	154,799,991	160,676,294	166,664,965
TOTAL EQUITY	210,023,844	212,242,169	215,534,381	219,161,901	222,984,814	226,850,661	230,913,020	235,179,123	239,648,641	244,211,410	249,115,317	254,211,215	259,604,959	265,228,478	271,176,747

Shire of Bridgetown-Greenbushes
Forecast Statement of Changes in Equity
For the period 2017 - 2032

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	30 June 18	30 June 19	30 June 20	30 June 21	30 June 22	30 June 23	30 June 24	30 June 25	30 June 26	30 June 27	30 June 28	30 June 29	30 June 30	30 June 31	30 June 32
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
RETAINED SURPLUS															
Opening Balance	114,805,776	113,845,164	113,251,898	112,172,113	110,713,984	109,229,000	107,962,701	106,758,883	105,664,428	104,464,223	103,229,880	102,574,316	102,194,585	101,578,318	100,922,389
Net Result	(1,148,562)	(1,126,272)	(1,080,877)	(1,313,688)	(1,193,192)	(1,217,245)	(1,103,973)	(982,886)	(879,908)	(883,588)	(623,439)	(530,179)	(364,271)	(252,784)	(40,402)
Amount transferred (to)/from Reserves	187,950	533,006	1,092	(144,441)	(291,792)	(49,054)	(99,845)	(111,569)	(320,297)	(350,755)	(32,125)	150,448	(251,996)	(403,145)	(384,564)
Closing Balance	113,845,164	113,251,898	112,172,113	110,713,984	109,229,000	107,962,701	106,758,883	105,664,428	104,464,223	103,229,880	102,574,316	102,194,585	101,578,318	100,922,389	100,497,423
RESERVES - CASH/INVESTMENT BACKED															
Opening Balance	2,447,272	2,259,322	1,726,316	1,725,224	1,869,665	2,161,457	2,210,511	2,310,356	2,421,925	2,742,222	3,092,977	3,125,102	2,974,654	3,226,650	3,629,795
Amount transferred to/(from) Retained Surplus	(187,950)	(533,006)	(1,092)	144,441	291,792	49,054	99,845	111,569	320,297	350,755	32,125	(150,448)	251,996	403,145	384,564
Closing Balance	2,259,322	1,726,316	1,725,224	1,869,665	2,161,457	2,210,511	2,310,356	2,421,925	2,742,222	3,092,977	3,125,102	2,974,654	3,226,650	3,629,795	4,014,359
ASSET REVALUATION SURPLUS															
Opening Balance	92,050,917	93,919,358	97,263,955	101,637,044	106,578,252	111,594,357	116,677,449	121,843,781	127,092,770	132,442,196	137,888,553	143,415,899	149,041,976	154,799,991	160,676,294
Total Other Comprehensive Income	1,868,441	3,344,597	4,373,089	4,941,208	5,016,105	5,083,092	5,166,332	5,248,989	5,349,426	5,446,357	5,527,346	5,626,077	5,758,015	5,876,303	5,988,671
Closing Balance	93,919,358	97,263,955	101,637,044	106,578,252	111,594,357	116,677,449	121,843,781	127,092,770	132,442,196	137,888,553	143,415,899	149,041,976	154,799,991	160,676,294	166,664,965
TOTAL EQUITY	210,023,844	212,242,169	215,534,381	219,161,901	222,984,814	226,850,661	230,913,020	235,179,123	239,648,641	244,211,410	249,115,317	254,211,215	259,604,959	265,228,478	271,176,747

Shire of Bridgetown-Greenbushes
Forecast Statement of Cashflows - for the period 2017 - 2032

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cash Flows From Operating Activities															
Receipts															
Rates	4,370,922	4,556,687	4,773,130	5,011,786	5,262,376	5,525,495	5,801,770	6,091,859	6,396,452	6,716,274	7,052,088	7,404,693	7,774,927	8,163,674	8,571,858
Operating grants, subsidies and contributions	2,677,345	2,475,882	2,418,111	2,488,775	2,532,966	2,596,726	2,662,092	2,729,108	2,797,811	2,868,247	2,940,459	3,014,490	3,090,389	3,168,200	3,247,975
Fees and charges	1,676,992	1,717,180	1,736,867	1,802,104	1,772,710	1,815,241	1,846,406	1,919,330	1,954,079	2,030,717	2,069,329	2,136,104	2,178,859	2,263,807	2,311,024
Interest earnings	165,383	160,683	147,358	147,331	150,943	158,236	159,463	161,959	164,749	172,755	181,525	182,329	178,565	184,868	194,945
Other revenue	139,877	127,964	130,491	133,499	136,672	140,379	144,187	148,101	152,122	156,256	160,509	164,877	169,370	173,985	178,729
	<u>9,030,519</u>	<u>9,038,396</u>	<u>9,205,957</u>	<u>9,583,495</u>	<u>9,855,667</u>	<u>10,236,077</u>	<u>10,613,918</u>	<u>11,050,357</u>	<u>11,465,213</u>	<u>11,944,249</u>	<u>12,403,910</u>	<u>12,902,493</u>	<u>13,392,110</u>	<u>13,954,534</u>	<u>14,504,531</u>
Payments															
Employee costs	(4,466,678)	(4,554,911)	(4,668,370)	(4,807,573)	(4,950,936)	(5,098,557)	(5,250,594)	(5,407,158)	(5,568,417)	(5,734,482)	(5,905,508)	(6,081,634)	(6,263,021)	(6,449,842)	(6,642,198)
Materials and contracts	(2,447,832)	(2,242,093)	(2,147,044)	(2,264,784)	(2,164,330)	(2,308,126)	(2,302,856)	(2,385,676)	(2,409,903)	(2,551,731)	(2,499,777)	(2,607,211)	(2,659,644)	(2,781,898)	(2,780,362)
Utility charges	(256,026)	(263,706)	(271,620)	(279,764)	(288,158)	(296,801)	(305,704)	(314,874)	(324,324)	(334,054)	(344,073)	(354,392)	(365,022)	(375,977)	(387,256)
Interest expenses	(84,287)	(78,325)	(69,385)	(62,583)	(56,272)	(52,192)	(48,779)	(45,232)	(41,545)	(37,712)	(33,726)	(29,680)	(25,772)	(21,704)	(17,469)
Insurance expenses	(236,682)	(240,825)	(246,245)	(252,402)	(258,716)	(265,187)	(271,816)	(278,612)	(285,582)	(292,722)	(300,043)	(307,542)	(315,230)	(323,112)	(331,093)
Other expenditure	(329,708)	(335,474)	(343,022)	(351,602)	(360,392)	(369,402)	(378,636)	(388,105)	(397,804)	(407,748)	(417,940)	(428,384)	(439,089)	(450,061)	(461,308)
	<u>(7,821,213)</u>	<u>(7,715,334)</u>	<u>(7,745,686)</u>	<u>(8,018,708)</u>	<u>(8,078,804)</u>	<u>(8,390,265)</u>	<u>(8,558,385)</u>	<u>(8,819,657)</u>	<u>(9,027,575)</u>	<u>(9,358,449)</u>	<u>(9,501,067)</u>	<u>(9,808,843)</u>	<u>(10,067,778)</u>	<u>(10,402,594)</u>	<u>(10,619,786)</u>
Net Cash Provided By (Used In) Operating Activities	1,209,306	1,323,062	1,460,271	1,564,787	1,776,863	1,845,812	2,055,533	2,230,700	2,437,638	2,585,800	2,902,843	3,093,650	3,324,332	3,551,940	3,884,745
Cash Flows from Investing Activities															
Payments for purchase of property, plant & equipment	(1,629,180)	(1,641,002)	(1,028,726)	(795,349)	(732,108)	(1,108,156)	(1,134,254)	(1,252,965)	(922,820)	(801,736)	(1,557,609)	(1,887,167)	(1,334,387)	(1,141,442)	(1,283,658)
Payments for construction of infrastructure	(1,464,125)	(1,314,313)	(1,582,816)	(1,479,320)	(1,673,123)	(1,796,036)	(1,928,494)	(2,087,858)	(2,286,112)	(2,433,830)	(2,648,395)	(2,845,070)	(3,094,562)	(3,289,922)	(3,559,450)
Non-operating grants, subsidies and contributions	1,151,818	1,146,890	1,155,163	923,171	941,375	959,803	978,427	1,042,987	1,062,052	1,046,243	1,104,866	1,128,625	1,200,100	1,224,351	1,248,863
Proceeds from sale of plant & equipment	233,000	199,873	198,568	141,073	88,305	234,768	219,183	272,802	127,323	55,895	336,023	455,294	256,201	161,974	202,055
Net Cash Provided By (Used In) Investing Activities	(1,708,487)	(1,608,552)	(1,257,811)	(1,210,425)	(1,375,551)	(1,709,621)	(1,865,138)	(2,025,034)	(2,019,557)	(2,133,428)	(2,765,115)	(3,148,318)	(2,972,648)	(3,045,039)	(3,392,190)
Cash Flows from Financing Activities															
Repayment of debentures	(248,491)	(258,603)	(215,057)	(221,859)	(109,520)	(87,137)	(90,550)	(94,097)	(97,784)	(101,617)	(105,603)	(95,780)	(99,688)	(103,756)	(107,991)
Proceeds from self supporting loans	10,685	11,087	11,505	11,938	0	0	0	0	0	0	0	0	0	0	0
Proceeds from new debentures	120,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Net Cash Provided By (Used In) Financing Activities	(117,806)	(247,516)	(203,552)	(209,921)	(109,520)	(87,137)	(90,550)	(94,097)	(97,784)	(101,617)	(105,603)	(95,780)	(99,688)	(103,756)	(107,991)
Net Increase (Decrease) in Cash Held	(616,987)	(533,006)	(1,092)	144,441	291,792	49,054	99,845	111,569	320,297	350,755	32,125	(150,448)	251,996	403,145	384,564
Cash at beginning of year	3,022,445	2,405,458	1,872,452	1,871,360	2,015,801	2,307,593	2,356,647	2,456,492	2,568,061	2,888,358	3,239,113	3,271,238	3,120,790	3,372,786	3,775,931
Cash and Cash Equivalents at the End of Year	2,405,458	1,872,452	1,871,360	2,015,801	2,307,593	2,356,647	2,456,492	2,568,061	2,888,358	3,239,113	3,271,238	3,120,790	3,372,786	3,775,931	4,160,495
Reconciliation of Net Cash Provided By Operating Activities to Net Result															
Net Result	(1,148,562)	(1,126,272)	(1,080,877)	(1,313,688)	(1,193,192)	(1,217,245)	(1,103,973)	(982,886)	(879,908)	(883,588)	(623,439)	(530,179)	(364,271)	(252,784)	(40,402)
Depreciation	3,509,686	3,596,224	3,696,311	3,801,646	3,911,430	4,022,860	4,137,933	4,256,573	4,379,598	4,515,631	4,631,148	4,752,454	4,888,703	5,029,075	5,174,010
Grants/Contributions for the development of assets	(1,151,818)	(1,146,890)	(1,155,163)	(923,171)	(941,375)	(959,803)	(978,427)	(1,042,987)	(1,062,052)	(1,046,243)	(1,104,866)	(1,128,625)	(1,200,100)	(1,224,351)	(1,248,863)
Net Cash from Operating Activities	1,209,306	1,323,062	1,460,271	1,564,787	1,776,863	1,845,812	2,055,533	2,230,700	2,437,638	2,585,800	2,902,843	3,093,650	3,324,332	3,551,940	3,884,745

Shire of Bridgetown-Greenbushes

Forecast Statement of Funding - for the period 2017 - 2032

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
FUNDING FROM OPERATIONAL ACTIVITIES															
Revenues															
Rates	4,370,922	4,556,687	4,773,130	5,011,786	5,262,376	5,525,495	5,801,770	6,091,859	6,396,452	6,716,274	7,052,088	7,404,693	7,774,927	8,163,674	8,571,858
Operating grants, subsidies and contributions	2,677,345	2,475,882	2,418,111	2,488,775	2,532,966	2,596,726	2,662,092	2,729,108	2,797,811	2,868,247	2,940,459	3,014,490	3,090,389	3,168,200	3,247,975
Fees and charges	1,676,992	1,717,180	1,736,867	1,802,104	1,772,710	1,815,241	1,846,406	1,919,330	1,954,079	2,030,717	2,069,329	2,136,104	2,178,859	2,263,807	2,311,024
Interest earnings	165,383	160,683	147,358	147,331	150,943	158,236	159,463	161,959	164,749	172,755	181,525	182,329	178,565	184,868	194,945
Other revenue	139,877	127,964	130,491	133,499	136,672	140,379	144,187	148,101	152,122	156,256	160,509	164,877	169,370	173,985	178,729
	9,030,519	9,038,396	9,205,957	9,583,495	9,855,667	10,236,077	10,613,918	11,050,357	11,465,213	11,944,249	12,403,910	12,902,493	13,392,110	13,954,534	14,504,531
Expenses															
Employee costs	(4,466,678)	(4,554,911)	(4,668,370)	(4,807,573)	(4,950,936)	(5,098,557)	(5,250,594)	(5,407,158)	(5,568,417)	(5,734,482)	(5,905,508)	(6,081,634)	(6,263,021)	(6,449,842)	(6,642,198)
Materials and contracts	(2,447,832)	(2,242,093)	(2,147,044)	(2,264,784)	(2,164,330)	(2,308,126)	(2,302,856)	(2,385,676)	(2,409,903)	(2,551,731)	(2,499,777)	(2,607,211)	(2,659,644)	(2,781,898)	(2,780,362)
Utility charges (electricity, gas, water etc.)	(256,026)	(263,706)	(271,620)	(279,764)	(288,158)	(296,801)	(305,704)	(314,874)	(324,324)	(334,054)	(344,073)	(354,392)	(365,022)	(375,977)	(387,256)
Depreciation on non-current assets	(3,509,686)	(3,596,224)	(3,696,311)	(3,801,646)	(3,911,430)	(4,022,860)	(4,137,933)	(4,256,573)	(4,379,598)	(4,515,631)	(4,631,148)	(4,752,454)	(4,888,703)	(5,029,075)	(5,174,010)
Interest expense	(84,287)	(78,325)	(69,385)	(62,583)	(56,272)	(52,192)	(48,779)	(45,232)	(41,545)	(37,712)	(33,726)	(29,680)	(25,772)	(21,704)	(17,469)
Insurance expense	(236,682)	(240,825)	(246,245)	(252,402)	(258,716)	(265,187)	(271,816)	(278,612)	(285,582)	(292,722)	(300,043)	(307,542)	(315,230)	(323,112)	(331,193)
Other expenditure	(329,798)	(335,474)	(343,022)	(351,602)	(360,392)	(369,402)	(378,636)	(388,105)	(397,804)	(407,748)	(417,940)	(428,384)	(439,089)	(450,061)	(461,308)
	(11,330,899)	(11,311,558)	(11,441,997)	(11,820,354)	(11,990,234)	(12,413,125)	(12,696,318)	(13,076,230)	(13,407,173)	(13,874,080)	(14,132,215)	(14,561,297)	(14,956,481)	(15,431,669)	(15,793,796)
	(2,300,380)	(2,273,162)	(2,236,040)	(2,236,859)	(2,134,567)	(2,177,048)	(2,082,400)	(2,025,873)	(1,941,960)	(1,929,831)	(1,728,305)	(1,658,804)	(1,564,371)	(1,477,135)	(1,289,265)
Funding Position Adjustments															
Depreciation on non-current assets	3,509,686	3,596,224	3,696,311	3,801,646	3,911,430	4,022,860	4,137,933	4,256,573	4,379,598	4,515,631	4,631,148	4,752,454	4,888,703	5,029,075	5,174,010
Net profit and losses on disposal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Net Funding From Operational Activities	1,209,306	1,323,062	1,460,271	1,564,787	1,776,863	1,845,812	2,055,533	2,230,700	2,437,638	2,585,800	2,902,843	3,093,650	3,324,332	3,551,940	3,884,745
FUNDING FROM CAPITAL ACTIVITIES															
Inflows															
Proceeds on disposal	233,000	199,873	198,568	141,073	88,305	234,768	219,183	272,802	127,323	55,895	336,023	455,294	256,201	161,974	202,055
Non-operating grants, subsidies and contributions	1,151,818	1,146,890	1,155,163	923,171	941,375	959,803	978,427	1,042,987	1,062,052	1,046,243	1,104,866	1,128,625	1,200,100	1,224,351	1,248,863
Outflows															
Purchase of property plant and equipment	(1,629,180)	(1,641,002)	(1,028,726)	(795,349)	(732,108)	(1,108,156)	(1,134,254)	(1,252,965)	(922,820)	(801,736)	(1,557,609)	(1,887,167)	(1,334,387)	(1,141,442)	(1,283,658)
Purchase of infrastructure	(1,464,125)	(1,314,313)	(1,582,816)	(1,479,320)	(1,673,123)	(1,796,036)	(1,928,494)	(2,087,858)	(2,286,112)	(2,433,830)	(2,648,395)	(2,845,070)	(3,094,562)	(3,289,922)	(3,559,450)
Net Funding From Capital Activities	(1,708,487)	(1,608,552)	(1,257,811)	(1,210,425)	(1,375,551)	(1,709,621)	(1,865,138)	(2,025,034)	(2,019,557)	(2,133,428)	(2,765,115)	(3,148,318)	(2,972,648)	(3,045,039)	(3,392,190)
FUNDING FROM FINANCING ACTIVITIES															
Inflows															
Transfer from reserves	668,800	1,016,107	479,960	394,730	261,580	524,464	484,025	486,199	291,949	281,477	621,156	817,120	423,813	292,191	334,403
New borrowings	120,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Self supporting loan	10,685	11,087	11,505	11,938	0	0	0	0	0	0	0	0	0	0	0
Outflows															
Transfer to reserves	(480,850)	(483,101)	(478,868)	(539,171)	(553,372)	(573,518)	(583,870)	(597,768)	(612,246)	(632,232)	(653,281)	(666,672)	(675,809)	(695,336)	(718,967)
Repayment of past borrowings	(248,491)	(258,603)	(215,057)	(221,859)	(109,520)	(87,137)	(90,550)	(94,097)	(97,784)	(101,617)	(105,603)	(95,780)	(99,688)	(103,756)	(107,991)
Net Funding From Financing Activities	70,144	285,490	(202,460)	(354,362)	(401,312)	(136,191)	(190,395)	(205,666)	(418,081)	(452,372)	(137,728)	54,668	(351,684)	(506,901)	(492,555)
Estimated Surplus/Deficit July 1 B/Fwd	429,037	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Estimated Surplus/Deficit June 30 C/Fwd	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Shire of Bridgetown-Greenbushes
Forecast Composition of Estimated Net Current Asset Position
For the period 2017 - 2032

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Estimated Surplus/Deficit July 1 B/Fwd	429,037	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CURRENT ASSETS															
Unrestricted Cash and Equivalents	146,136	146,136	146,136	146,136	146,136	146,136	146,136	146,136	146,136	146,136	146,136	146,136	146,136	146,136	146,136
Restricted Cash and Cash Equivalent	2,259,322	1,726,316	1,725,224	1,869,665	2,161,457	2,210,511	2,310,356	2,421,925	2,742,222	3,092,977	3,125,102	2,974,654	3,226,650	3,629,795	4,014,359
Trade and Other Receivables	241,284	241,702	242,135	230,197	230,197	230,197	230,197	230,197	230,197	230,197	230,197	230,197	230,197	230,197	230,197
Inventories	16,342	16,342	16,342	16,342	16,342	16,342	16,342	16,342	16,342	16,342	16,342	16,342	16,342	16,342	16,342
CURRENT LIABILITIES															
Trade and Other Payables	(392,675)	(392,675)	(392,675)	(392,675)	(392,675)	(392,675)	(392,675)	(392,675)	(392,675)	(392,675)	(392,675)	(392,675)	(392,675)	(392,675)	(392,675)
Reserves	(2,259,322)	(1,726,316)	(1,725,224)	(1,869,665)	(2,161,457)	(2,210,511)	(2,310,356)	(2,421,925)	(2,742,222)	(3,092,977)	(3,125,102)	(2,974,654)	(3,226,650)	(3,629,795)	(4,014,359)
Estimated Surplus/Deficit June 30 C/Fwd	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Shire of Bridgetown-Greenbushes

Forecast Statement of Movements in Fixed Assets - for the period 2017 - 2032

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
CAPITAL WORKS - INFRASTRUCTURE															
Infrastructure - roads	808,125	943,545	876,743	1,000,103	1,243,176	1,412,079	1,493,635	1,675,565	1,834,571	2,034,863	2,187,335	2,366,933	2,601,270	2,779,397	3,031,613
Infrastructure - footpaths	55,000	5,085	73,870	127,970	123,515	97,475	81,535	80,045	108,585	6,185	82,650	84,715	86,835	89,005	91,230
Infrastructure - drainage	150,000	20,350	16,435	47,985	30,060	0	56,730	23,540	24,130	61,835	35,340	36,225	37,130	38,060	39,010
Infrastructure - parks and ovals	49,000	49,333	19,768	21,262	4,372	4,482	4,594	4,708	4,826	4,947	5,070	5,197	5,327	5,460	5,597
Infrastructure - bridges	233,000	242,000	252,000	262,000	272,000	282,000	292,000	304,000	314,000	326,000	338,000	352,000	364,000	378,000	392,000
Infrastructure - other	169,000	54,000	344,000	20,000	0	0	0	0	0	0	0	0	0	0	0
Total Capital Works - Infrastructure	1,464,125	1,314,313	1,582,816	1,479,320	1,673,123	1,796,036	1,928,494	2,087,858	2,286,112	2,433,830	2,648,395	2,845,070	3,094,562	3,289,922	3,559,450
Represented by:															
Additions - Assets at no cost	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Additions - Expansion, Upgrades and New	481,500	340,425	605,971	396,376	508,055	384,295	442,710	454,365	504,330	428,395	476,345	488,255	500,465	512,975	525,800
Additions - Renewal	982,625	973,888	976,845	1,082,944	1,165,068	1,411,741	1,485,784	1,633,493	1,781,782	2,005,435	2,172,050	2,356,815	2,594,097	2,776,947	3,033,650
Total Capital Works - Infrastructure	1,464,125	1,314,313	1,582,816	1,479,320	1,673,123	1,796,036	1,928,494	2,087,858	2,286,112	2,433,830	2,648,395	2,845,070	3,094,562	3,289,922	3,559,450
Asset Movement Reconciliation															
Total Capital Works Infrastructure	1,464,125	1,314,313	1,582,816	1,479,320	1,673,123	1,796,036	1,928,494	2,087,858	2,286,112	2,433,830	2,648,395	2,845,070	3,094,562	3,289,922	3,559,450
Depreciation Infrastructure	(2,745,150)	(2,798,445)	(2,873,223)	(2,951,653)	(3,032,449)	(3,113,583)	(3,197,115)	(3,282,836)	(3,371,593)	(3,460,464)	(3,553,027)	(3,648,056)	(3,745,616)	(3,845,774)	(3,948,601)
Net Book Value of disposed/Written Off assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Revaluation of Infrastructure assets (Inflation)	1,618,088	2,890,913	3,764,715	4,246,100	4,305,444	4,369,096	4,435,386	4,502,555	4,575,247	4,650,489	4,729,082	4,810,697	4,898,889	4,991,085	5,087,966
Net Movement in Infrastructure Assets	337,063	1,406,781	2,474,308	2,773,767	2,946,118	3,051,549	3,166,765	3,307,577	3,489,766	3,623,855	3,824,450	4,007,711	4,247,835	4,435,233	4,698,815
CAPITAL WORKS - PROPERTY, PLANT AND EQUIPMENT															
Buildings	668,950	936,500	396,806	311,539	366,278	388,435	413,077	442,190	478,593	505,813	544,676	580,341	625,760	661,363	710,144
Furniture and Equipment	0	10,000	10,225	10,481	10,743	11,011	11,286	11,569	11,858	12,154	12,458	12,770	13,089	13,416	13,751
Plant and Equipment	960,230	694,502	621,695	473,329	355,087	708,710	709,891	799,206	432,369	283,769	1,000,475	1,294,056	695,538	466,663	559,763
Total Capital Works Property, Plant and Equipment	1,629,180	1,641,002	1,028,726	795,349	732,108	1,108,156	1,134,254	1,252,965	922,820	801,736	1,557,609	1,887,167	1,334,387	1,141,442	1,283,658
Represented by:															
Additions - Assets at no cost	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Additions - Expansion, Upgrades and New	335,750	52,000	8,000	2,000	17,300	17,685	18,130	18,580	19,045	19,525	20,010	20,510	21,025	21,550	22,090
Additions - Renewal	1,293,430	1,589,002	1,020,726	793,349	714,808	1,090,471	1,116,124	1,234,385	903,775	782,211	1,537,599	1,866,657	1,313,362	1,119,892	1,261,568
Total Capital Works Property, Plant and Equipment	1,629,180	1,641,002	1,028,726	795,349	732,108	1,108,156	1,134,254	1,252,965	922,820	801,736	1,557,609	1,887,167	1,334,387	1,141,442	1,283,658
Asset Movement Reconciliation															
Total Capital Works Property, Plant and Equipment	1,629,180	1,641,002	1,028,726	795,349	732,108	1,108,156	1,134,254	1,252,965	922,820	801,736	1,557,609	1,887,167	1,334,387	1,141,442	1,283,658
Depreciation Property, Plant and Equipment	(764,536)	(797,779)	(823,088)	(849,993)	(878,981)	(909,277)	(940,818)	(973,737)	(1,008,005)	(1,055,167)	(1,078,121)	(1,104,398)	(1,143,087)	(1,183,301)	(1,225,409)
Net Book Value of disposed/Written Off assets	(233,000)	(199,873)	(198,568)	(141,073)	(88,305)	(234,768)	(219,183)	(272,802)	(127,323)	(55,895)	(336,023)	(455,294)	(256,201)	(161,974)	(202,055)
Revaluation of Property, Plant and Equipment (Inflation)	250,353	453,684	608,374	695,108	710,661	713,996	730,946	746,434	774,179	795,868	798,264	815,380	859,126	885,218	900,705
Net Movement in Property, Plant and Equipment	881,997	1,097,034	615,444	499,391	475,483	678,107	705,199	752,860	561,671	486,542	941,729	1,142,855	794,225	681,385	756,899
CAPITAL WORKS - TOTALS															
Capital Works															
Total Capital Works Infrastructure	1,464,125	1,314,313	1,582,816	1,479,320	1,673,123	1,796,036	1,928,494	2,087,858	2,286,112	2,433,830	2,648,395	2,845,070	3,094,562	3,289,922	3,559,450
Total Capital Works Property, Plant and Equipment	1,629,180	1,641,002	1,028,726	795,349	732,108	1,108,156	1,134,254	1,252,965	922,820	801,736	1,557,609	1,887,167	1,334,387	1,141,442	1,283,658
Total Capital Works	3,093,305	2,955,315	2,611,542	2,274,669	2,405,231	2,904,192	3,062,748	3,340,823	3,208,932	3,235,566	4,206,004	4,732,237	4,428,949	4,431,364	4,843,108
Fixed Asset Movement															
Net Movement in Infrastructure Assets	337,063	1,406,781	2,474,308	2,773,767	2,946,118	3,051,549	3,166,765	3,307,577	3,489,766	3,623,855	3,824,450	4,007,711	4,247,835	4,435,233	4,698,815
Net Movement in Property, Plant and Equipment	881,997	1,097,034	615,444	499,391	475,483	678,107	705,199	752,860	561,671	486,542	941,729	1,142,855	794,225	681,385	756,899
Net Movement in Fixed Assets	1,219,060	2,503,815	3,089,752	3,273,158	3,421,601	3,729,656	3,871,964	4,060,437	4,051,437	4,110,397	4,766,179	5,150,566	5,042,060	5,116,618	5,455,714

Shire of Bridgetown-Greenbushes

Forecast Statement of Capital Funding - for the period 2017 - 2032

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Capital Expenditure															
Infrastructure - roads	808,125	943,545	876,743	1,000,103	1,243,176	1,412,079	1,493,635	1,675,565	1,834,571	2,034,863	2,187,335	2,366,933	2,601,270	2,779,397	3,031,613
Infrastructure - footpaths	55,000	5,085	73,870	127,970	123,515	97,475	81,535	80,045	108,585	6,185	82,650	84,715	86,835	89,005	91,230
Infrastructure - drainage	150,000	20,350	16,435	47,985	30,060	0	56,730	23,540	24,130	61,835	35,340	36,225	37,130	38,060	39,010
Infrastructure - parks and ovals	49,000	49,333	19,768	21,262	4,372	4,482	4,594	4,708	4,826	4,947	5,070	5,197	5,327	5,460	5,597
Infrastructure - bridges	233,000	242,000	252,000	262,000	272,000	282,000	292,000	304,000	314,000	326,000	338,000	352,000	364,000	378,000	392,000
Infrastructure - other	169,000	54,000	344,000	20,000	0	0	0	0	0	0	0	0	0	0	0
Buildings	668,950	936,500	396,806	311,539	366,278	388,435	413,077	442,190	478,593	505,813	544,676	580,341	625,760	661,363	710,144
Furniture and Equipment	0	10,000	10,225	10,481	10,743	11,011	11,286	11,569	11,858	12,154	12,458	12,770	13,089	13,416	13,751
Plant and Equipment	960,230	694,502	621,695	473,329	355,087	708,710	709,891	799,206	432,369	283,769	1,000,475	1,294,056	695,538	466,663	559,763
Total - Capital Expenditure	3,093,305	2,955,315	2,611,542	2,274,669	2,405,231	2,904,192	3,062,748	3,340,823	3,208,932	3,235,566	4,206,004	4,732,237	4,428,949	4,431,364	4,843,108
Funded By:															
Capital Grants & Contributions															
Infrastructure - roads	717,618	531,750	613,630	620,650	627,841	635,230	642,790	694,255	702,205	710,350	718,695	727,250	785,490	794,475	803,695
Infrastructure - footpaths	0	0	31,210	31,990	32,790	33,610	34,450	35,315	36,195	0	38,030	38,980	39,955	40,955	41,975
Infrastructure - bridges	233,000	242,000	252,000	262,000	272,000	282,000	292,000	304,000	314,000	326,000	338,000	352,000	364,000	378,000	392,000
Infrastructure - other	20,000	25,000	150,000	0	0	0	0	0	0	0	0	0	0	0	0
Buildings	63,333	340,000	100,000	0	0	0	0	0	0	0	0	0	0	0	0
Plant and Equipment	117,867	8,140	8,323	8,531	8,744	8,963	9,187	9,417	9,652	9,893	10,141	10,395	10,655	10,921	11,193
Total - Capital Grants & Contributions	1,151,818	1,146,890	1,155,163	923,171	941,375	959,803	978,427	1,042,987	1,062,052	1,046,243	1,104,866	1,128,625	1,200,100	1,224,351	1,248,863
Own Source Funding															
Infrastructure - roads	90,507	411,795	263,113	379,453	615,335	776,849	850,845	981,310	1,132,366	1,324,513	1,468,640	1,639,683	1,815,780	1,984,922	2,227,918
Infrastructure - footpaths	55,000	5,085	42,660	95,980	90,725	63,865	47,085	44,730	72,390	6,185	44,620	45,735	46,880	48,050	49,255
Infrastructure - drainage	150,000	20,350	16,435	47,985	30,060	0	56,730	23,540	24,130	61,835	35,340	36,225	37,130	38,060	39,010
Infrastructure - parks and ovals	49,000	49,333	19,768	21,262	4,372	4,482	4,594	4,708	4,826	4,947	5,070	5,197	5,327	5,460	5,597
Infrastructure - other	29,000	29,000	194,000	20,000	0	0	0	0	0	0	0	0	0	0	0
Buildings	605,617	596,500	296,806	311,539	366,278	388,435	413,077	442,190	478,593	505,813	544,676	580,341	625,760	661,363	710,144
Furniture and Equipment	0	10,000	10,225	10,481	10,743	11,011	11,286	11,569	11,858	12,154	12,458	12,770	13,089	13,416	13,751
Plant and Equipment	609,363	486,489	414,804	323,725	258,038	464,979	481,521	516,987	295,394	217,981	654,311	828,367	428,682	293,768	346,515
Total - Own Source Funding	1,588,487	1,608,552	1,257,811	1,210,425	1,375,551	1,709,621	1,865,138	2,025,034	2,019,557	2,133,428	2,765,115	3,148,318	2,972,648	3,045,039	3,392,190
Borrowings															
Infrastructure - other	120,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total - Borrowings	120,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other (Disposals & C/Fwd)															
Plant and Equipment	233,000	199,873	198,568	141,073	88,305	234,768	219,183	272,802	127,323	55,895	336,023	455,294	256,201	161,974	202,055
Total - Other (Disposals & C/Fwd)	233,000	199,873	198,568	141,073	88,305	234,768	219,183	272,802	127,323	55,895	336,023	455,294	256,201	161,974	202,055
Total Capital Funding	3,093,305	2,955,315	2,611,542	2,274,669	2,405,231	2,904,192	3,062,748	3,340,823	3,208,932	3,235,566	4,206,004	4,732,237	4,428,949	4,431,364	4,843,108

Shire of Bridgetown-Greenbushes
Forecast Ratio Analysis
For the period 2017 - 2032

	Target Range		Average	1 2017-18	2 2018-19	3 2019-20	4 2020-21	5 2021-22	6 2022-23	7 2023-24	8 2024-25	9 2025-26	10 2026-27	11 2027-28	12 2028-29	13 2029-30	14 2030-31	15 2031-32
LIQUIDITY RATIOS																		
Current Ratio	> 1.00	> 1.20	0.33	0.30	0.31	0.31	0.33	0.33	0.33	0.33	0.33	0.34	0.34	0.34	0.34	0.34	0.34	0.34
OPERATING RATIOS																		
Operating Surplus Ratio	> 1.00%	> 15.00%	(24.17%)	(36.21%)	(34.64%)	(32.94%)	(31.53%)	(29.15%)	(28.50%)	(26.19%)	(24.35%)	(22.41%)	(21.26%)	(18.26%)	(16.78%)	(15.19%)	(13.69%)	(11.45%)
Own Source Revenue Coverage Ratio	> 40.00%	> 60.00%	63.82%	56.07%	58.02%	59.32%	60.02%	61.07%	61.54%	62.63%	63.64%	64.65%	65.42%	66.96%	67.91%	68.88%	69.90%	71.27%
BORROWINGS RATIOS																		
Debt Service Cover Ratio	> 3	> 5	16.28	3.89	4.16	5.38	5.72	11.06	13.62	15.10	16.33	17.79	18.83	21.08	24.90	26.70	28.48	31.10
FIXED ASSET RATIOS																		
Asset Sustainability Ratio	> 90.00%	> 110.00%	67.50%	64.85%	71.27%	54.04%	49.35%	48.06%	62.20%	62.88%	67.38%	61.32%	61.73%	80.10%	88.87%	79.93%	77.49%	83.02%
Asset Consumption Ratio	> 50.00%	> 60.00%	72.33%	77.55%	76.77%	75.94%	75.07%	74.20%	73.46%	72.73%	72.05%	71.33%	70.59%	70.05%	69.59%	69.07%	68.54%	68.07%
Asset Renewal Funding Ratio	> 75.00%	> 95.00%	113.12%	95.77%	98.16%	109.19%	119.25%	143.26%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

SHIRE OF BRIDGETOWN-GREENBUSHES
10 YEAR ROADS PROGRAMME

	1	2	3	4	5	6	7	8	9	10
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Regional Road Group										
Winnejup Road	225,000	157,000								
Winnejup Road 2nd coat seal		56,000	34,500							
Mockerdillup Road	9,000	9,000	227,000	345,000	317,000	315,700	268,000			
Mockerdillup Road 2nd coat seal				30,000	58,000	59,300	59,000	50,000		
Donnelly Mill Road							48,000	325,000	314,300	314,300
Donnelly Mill Road 2nd coat seal									60,700	60,700
Council Roads										
Hampton Street - John to Walter - Reconstruction	34,000									
John Street Reconstruction - Hampton to Coronation	38,000									
Maranup Ford Road Reconstruction Mine to Town		150,250								
Gommes Lane - lift low section @ SLK 1.70	25,000									
Tweed Road Widening		136,100								
Blackwood Terrace West - Roe to end - survey, design, resumptions, services - gravel widen corners, turnaround		29,108								
Hovea Close - upgrade to asphalt surface						32,300				
Coverley Road 130 metres						30,000				
Williams, Cullen, Stevens Streets - Roe to Woodlands - resumptions, services, veg, widen to gravel					30,000					
Glentulloch Rd Reconstruction		141,600								
Mount Street - scope, buildings in road reserve - recon to asphalt surface			47,500							
Pioneer Street - SW Hwy to Peninsula - recon to asphalt surface			47,500							
Ethyl Street - probable reconstruction to Asphalt surface				57,400						
Walter Street - Hampton to Layman - recon to asphalt surface				66,500						
Blackbutt Road - intersection Dezotti						23,000				
Connell Road - 1st kilometre - upgrade to sealed surface							100,000			
Crowd Wheatley Road - Highland to Walter Willis						150,000				
Elwins Road								120,000	100,000	100,000
Peninsula Road - Corriedale to Bussell						100,000				
Somme Street - full length - asphalt							55,000			
Kangaroo Gully Road - to Polina							30,000	130,000		
Eedle Terrace - continue to pumphouse							70,000			
To be Determined									20,900	110,000
Vegetation Removal										
To be Determined	172,818	29,510	141,802	29,510	29,510	29,510	27,910	29,510	31,110	29,510
Seals / Reseals / Overlays										
Kendall Road 2nd coat seal	53,000									
Padbury Road 2nd coat seal	5,000									
Hester Street 2nd coat seal	7,500									

SHIRE OF BRIDGETOWN-GREENBUSHES
10 YEAR ROADS PROGRAMME

	1	2	3	4	5	6	7	8	9	10
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Hampton Street 2nd coat seal		4,200								
John Street 2nd coat seal		4,550								
Argyle/Hackett reseal			32,500							
Nelson Street asphalt overlay - Brand to Bussell		115,000								
Coverley Road - 2nd coat seal						6,000				
Spencer Street - Ethyl to Phillips Asphalt			21,000				26,500			
Bunbury Street - SW Hwy to Roe asphalt							47,500			
Blechynden Street - Roe to Gifford - asphalt					43,000					
Blackbutt Road cnr Desotti - 2nd coat seal						10,000				
Connell Road - 2nd coat seal							20,000			
Crowd Wheatley Road - 2nd coat seal						34,000				
Barlee St - Steere to Dean - Asphalt									68,400	
Kangaroo Gully Road - to Polina - 2nd coat seal									48,900	
Peninsula Road - 2nd coat seal							25,000			
Elwins Road - 2nd coat seal									30,000	23,000
Eedle Terrace - 2nd coat seal										15,000
Other Asphalt overlays TBD										37,800
Kerbing										
Special			20,000	10,000	8,000	8,000	20,000	16,800	20,000	20,000
Drainage										
Palmers Road open drain and outfall (easements?)	47,000									
Lockley Street - Hester to Geegelup Brook	22,000									
Barlee Street Laneway east	16,000									
Forest View road crossing	15,000									
Dusting Street	25,000									
Blechynden Street - Roe to Rowley		20,000								
Geegelup Brook repairs / clean out	25,000			25,000			25,000			25,000
Other Drainage TBD (subject to catchment analysis and design)			15,800	20,000	27,500		24,400	20,000	20,000	25,000
Footpaths										
Disability Access	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Steere St Nibs	25,000									
Hampton Street - John to Walter			20,000							
Lockley Street - Hester to Hampton	25,000									
Spring Gully Road - Blackwood Road to Telluride				12,000						
Rowley Street - Roe to Spencer						27,000				
Campbell Street - Nelson to Lockley						16,000				
Telluride Street - Stanifer to Spring Gully								63,000		
Ethyl Street - Roe to Spencer			23,000							
Spring Gully Road - Telluride Road to Walk Trail			5,000							
Gifford Street - Forrest to Coverley				50,000						

SHIRE OF BRIDGETOWN-GREENBUSHES
10 YEAR ROADS PROGRAMME

	1	2	3	4	5	6	7	8	9	10
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Blechynden Street - Spencer to Roe				35,000						
Pioneer Street - Peninsula to Nelson					28,000					
Roe Street - Rowley to Steere Street					35,000					
Blechynden Street - Roe to Barlee					45,000					
Peninsula Road - Dreyfus to Showgrounds						23,000				
Blechynden Street - Barlee to McAlinden						16,000				
Blackwood Road - Tourmaline to Collins			18,000							
Blackwood Road - Collins to Spring Gully				18,000						
Padbury Road - Steere to Forrest									45,000	
Padbury Road - Forrest to Coverley									40,000	
Blechynden Street - McAlinden to Gifford							26,000			
Walter Street - Hampton to Layman							40,000			
State Blackspot (66.7% Funded) Projects										
To be determined		30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Federal Blackspot (100% Funded) Projects										
Brockman Highway - reconstruct 3 curves	200,808									
Gravel Sheeting										
Dalmore Road			69,000							
Huitson Road	38,000									
Blackwood Park Road		65,000	30,000							
Peninsula Road - Crowd-Wheatley to Walter-Willis			65,708							
Walter Willis Road - Peninsula Road to Cooyarup Road					54,000					
Kloppers Mill Road				30,000						
Dezotti Road 1.22km			47,000							
Lowe Road			15,000							
Papalias Road				26,900						
Waters Ford Road				35,000						
Eastcott Road				60,000						
To Be Determined						135,800	68,000	126,000	81,000	120,000
	1,013,126	952,318	915,310	915,310	915,310	915,310	915,310	915,310	915,310	915,310

The estimates contained within this programme are presented in current day values. When the program is transferred to Council's Long Term Financial Plan, estimates for Years 2 to 10 will be indexed by inflation assumptions as included in the Long Term Financial Plan.

SHIRE OF BRIDGETOWN-GREENBUSHES
4 Year Building Capital & Maintenance Plan

Building Code - Description of Works	Year 1 - 2017-18				Year 2 - 2018-19				Year 3 - 2019-20				Year 4 - 2020-21				2016-17 Carry Forward
	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	
01MA (Capital 47BU) - Yornup School																	
Oil Ramp	400				400				400				400				
Install External Light													2,000			2,000	
Replace Tap Washers	250																
Roof Repairs	2,000		2,000		2,000		2,000										
Window Repairs					4,500		4,500										
Paint Handrails									800								
Repairs to Sub-Floor Electrical Wiring	1,000		1,000														
Paint Exterior													10,000		10,000		
Replace Internal Lights with LED Lights													2,000		2,000		
Air Conditioner Servicing	160				160				160				160				
Electrical Testing	150				150				150				150				
Fire Appliance Test	150				150				150				150				
General Servicing & Minor Maintenance	500				500				500				500				
Total		\$ 4,610				\$ 7,860				\$ 2,160				\$ 15,360			
02MA (Capital 01BU) - Yornup Hall																	
Electrical Testing	150				150				150				150				
Fire Appliance Test	150				150				150				150				
General Servicing & Minor Maintenance	500				500				500				500				
Total		\$ 800				\$ 800				\$ 800				\$ 800			
03MA (Capital 51BU) - Catterick Hall																	
Repair Water Tank Lid (c/f)	3,000		3,000													1,500	
Replace Tap Washers	250																
Electrical Testing	150				150				150				150				
Fire Appliance Test	150				150				150				150				
General Servicing & Minor Maintenance	500				500				500				500				
Total		\$ 4,050				\$ 800				\$ 800				\$ 800			
04MA (Capital 02BU) - Bridgetown Civic Centre																	
Bee Removal (c/f)	4,000															4,000	
Minor Floor Repairs (c/f)	5,500		5,500													5,500	
Replace External Door to Under Stage Area (c/f)	1,000		1,000													350	
Paint Ablution Doors	800																
Replace Paper Dispensers	800																
RegROUT Urinal	1,000		1,000														
Replace Atrium Lighting (LED)	2,000		2,000														
Replace Hall Lighting (LED)									25,000		25,000						
Replace Cisterns													1,000		1,000		
Staged Renewal Works									7,500		7,500		15,000		15,000		
Replace Curtain Motor													4,000		4,000		
Replace Roof Screws									7,000		7,000						
Replace Tap Washers	500																
Buff & Oil Floor	1,250				1,250				1,250				1,250				
Service Gas Heaters	350				350				350				350				
Electrical Testing	500				500				500				500				
Fire Appliance Test	250				250				250				250				
General Servicing & Minor Maintenance	4,000				4,000				4,000				4,000				
Total		\$ 21,950				\$ 6,350				\$ 45,850				\$ 26,350			
05MA - Public Conveniences – Civic Centre																	
Window Repairs	300																
Install Mechanical Ventilation	350																
Rehinge Doors	300																
Retile Male Toilets									3,000		3,000						
Paint Ceilings and Door Frames													1,000		1,000		
Electrical Testing	150				150				150				150				
General Servicing & Minor Maintenance	450				450				450				450				
Total		\$ 1,550				\$ 600				\$ 3,600				\$ 1,600			

SHIRE OF BRIDGETOWN-GREENBUSHES
4 Year Building Capital & Maintenance Plan

Building Code - Description of Works	Year 1 - 2017-18			Year 2 - 2018-19			Year 3 - 2019-20			Year 4 - 2020-21			2016-17 Carry Forward	
	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New		
06MA (Capital 03BU) - Public Conveniences-Memorial Park														
High Pressure Clean	500				500				500				500	
Repair Gutter	300													
Replace Male Cistern	500													
Replace Paper Dispensers	500													
Regrout Urinal														
Paint External Timbers & Door Frames					1,000		1,000							
Replace Internal/External Lighting (LED)					2,000		2,000							
Internal Painting													2,000	2,000
Electrical Testing	250								250				5,000	
General Servicing & Minor Maintenance	1,000				250				250				250	
Total		\$ 3,050			1,000		1,000		1,000				1,000	
07MA (Capital 44BU) - Public Conveniences – River Park														
High Pressure Clean	500				500				500				500	
Replace Disabled Handrail	300													
Repair Render Walls	1,000			1,000										
Paint External Timbers	1,000			1,000										
Replace Paper Dispensers	600													
Repair Male Door	450													
Rehinge Doors	500													
Paint Internal & External Doors	1,200			1,200										
Install Shelving in duct for Product Storage					400									
Replace Internal/External Lighting (LED)													2,000	2,000
Electrical Testing	250				250				250				250	
General Servicing & Minor Maintenance	1,000				1,000				1,000				1,000	
Total		6,800			2,150		2,150		1,750				3,750	
10MA - Greenbushes Cricket Pavillion / Toilets														
Repair Broken Floorboards	1,500			1,500										
Clean & Seal Concrete Urinal	750													
Oil Pavillion Floorboards									1,250		1,250			
Minor Restumping													2,000	2,000
Electrical Testing	150				150				150				150	
General Servicing & Minor Maintenance	750				750				750				750	
Total		\$ 3,150			\$ 900		\$ 900		\$ 2,150				\$ 2,900	
13MA (Capital 05BU) - Greenbushes Pool Toilet														
Paint Concrete Floors	2,000			2,000										
Replace Paper Dispensers	600													
Replace/Repair Cisterns & Toilet Seats	2,000			2,000										
Internal Painting					5,000		5,000							
Paint External Doors					1,000		1,000							
Replace Solar Lights					2,000		2,000							
Replace Sinks & Taps													2,000	2,000
Paint External Timbers													1,000	1,000
Electrical Testing	250				250				250				250	
General Servicing & Minor Maintenance	1,200				1,200				1,200				1,200	
Total		\$ 6,050			\$ 9,450		\$ 9,450		\$ 1,450				\$ 4,450	

SHIRE OF BRIDGETOWN-GREENBUSHES
4 Year Building Capital & Maintenance Plan

Building Code - Description of Works	Year 1 - 2017-18			Year 2 - 2018-19			Year 3 - 2019-20			Year 4 - 2020-21			2016-17 Carry Forward	
	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New		
14MA (Capital 45BU)-Greenbushes Sports Ground Toilets & Kiosk														
Replace Tap Washers	250													
Replace External Door	1,000		1,000											
Roof Repairs	1,500		1,500											
Kiosk Awning Repairs	1,000		1,000											
Paint Doors								1,000		1,000				
Replace Pan Connectors												600		
Replace Cisterns												1,500		1,500
Electrical Testing	400				400			400				400		
Fire Appliance Test	100				100			100				100		
General Servicing & Minor Maintenance	1,000				1,000			1,000				1,000		
Total		\$ 5,250				\$ 1,500			\$ 2,500				\$ 3,600	
15MA (Capital 20BU) - Greenbushes Hall														
Cut Away Asphalt Surface and Redirect Drainage	17,500		17,500											
Remove/Replace Existing Septic Tank/Drain	17,500		17,500											
Construct Verandah on Southern Wall								50,000		50,000				
Repair Leaks to Male Toilets	3,000		3,000											
Replace Tap Washers	250													
Replace Air Conditioner in Doctor's Room	2,000		2,000											
Reinstall Stage Curtain Pelmet	1,000													
Roof Repairs	3,000		3,000					7,000		7,000				10,000
Sub-Floor Repairs	5,000		5,000											5,000
Level Floor & Replace Stumps (c/f)					50,000		50,000							50,000
Relocate Oven/Gas/Electrics (c/f)	3,000		3,000											2,000
Install Range Hood	3,000		3,000											
Modify Benches for Oven and Fridge	3,000		3,000											
Replace Paper Dispensers												800		
Replace Roof Screws								7,000		7,000				
Window Repairs/Restoration												15,000		15,000
Air Conditioner Annual Clean & Service	150				150			150				150		
Electrical Testing	400				400			400				400		
Fire Appliance Test	200				200			200				200		
General Servicing & Minor Maintenance	2,000				2,000			2,000				2,000		
Total		\$ 61,000				\$ 52,750			\$ 66,750				\$ 18,550	
16MA (Capital 21BU) - Greenbushes Offices														
Repair Internal Water Damage	300													
Fit Weather Shelter over Toilet Doors								3,000		3,000				
Repair Toilet Roof	400													
Replace Tap Washers	250													
Repair Exit Doors	400											6,000		6,000
Replace Pan Connectors								600						400
Replace Cisterns												1,500		1,500
Paint External Timbers & Doors												3,000		3,000
Electrical Testing	400				400			400				400		
Fire Appliance Test	150				150			150				150		
General Servicing & Minor Maintenance	1,000				1,000			1,000				1,000		
Total		\$ 2,900				\$ 1,550			\$ 5,150				\$ 12,050	

SHIRE OF BRIDGETOWN-GREENBUSHES
4 Year Building Capital & Maintenance Plan

Building Code - Description of Works	Year 1 - 2017-18				Year 2 - 2018-19				Year 3 - 2019-20				Year 4 - 2020-21				2016-17 Carry Forward
	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	
17MA (Capital 39BU) - Greenbushes Golf Club																	
Replace Tap Washers	250																
Weather Proof West Wall	2,000		2,000														
Weather Proof Kitchen	1,500		1,500														
Reclad Kitchen Wall	1,500		1,500														
Repairs to Floor in Club Rooms (c/f)	1,000		1,000													1,000	
Planning for Redevelopment of Changerooms (c/f)	2,500															2,500	
Repair Water Damage Fireplace & Kitchen (c/f)	1,000		1,000													250	
Structural Works - Roof Beam Support	3,000		3,000														
Replace Double Doors	4,000		4,000														
Replace Ceiling, Wall & Floor Linings (office & store)					8,000		8,000										
Replace Roof Screws									1,500		1,500						
Electrical Testing	400				400				400				400				
Fire Appliance Test	150				150				150				150				
General Servicing & Minor Maintenance	1,000				1,000				1,000				1,000				
Total		\$ 18,300				\$ 9,550			\$ 3,050				\$ 1,550				
18MA - Greenbushes Old Gaol																	
Oil Internal Walls									1,000								
General Servicing & Minor Maintenance	500				500				500				500				
Total		\$ 500				\$ 500			\$ 1,500				\$ 500				
19MA - Bridgetown Leisure Centre Wet Area																	
Air Conditioning Annual Clean & Service	150				150				150				150				
Automatic Doors Annual Service	300				300				300				300				
Install Hooks in Change Rooms				1,500													
Install Time Clock (Fund from Pool Fundraising Reserve)	1,500																
Repairs to Shade Sail Poles	2,000		2,000														
Install Defibrillator Holder	500																
Put Up/Take Down Shade Sails	1,500				1,500				1,500				1,500				
Oil External Timber Shelters	2,500				2,500				2,500				2,500				
Oil External Timber Fence					2,000		2,000						2,000		2,000		
Polish Steel Balustrade on Ramp	500				500				500				500				
Sign Installation	750				750				750				750				
Install Balustrades and Improve Terrace Steps													15,000		15,000		
Install PA Door to Rear Gate	2,000			2,000													
Electrical Testing	250				250				250				250				
Fire Appliance Test	150				150				150				150				
General Servicing & Minor Maintenance	1,750				1,750				1,750				1,750				
Total		\$ 13,850				\$ 9,850			\$ 7,850				\$ 24,850				
20MA (Capital 40BU) - Bridgetown Old Gaol																	
Repair/Level Rear Verandah (c/f)	2,500		2,500													2,200	
Staged Repairs									5,000		5,000		5,000		5,000		
Electrical Testing	150				150				150				150				
Fire Appliance Test	150				150				150				150				
General Servicing & Minor Maintenance	400				400				400				400				
Total		\$ 3,200				\$ 700			\$ 5,700				\$ 5,700				
21MA (Capital 41BU) - Bridgetown Sports Ground Toilets & Kiosk																	
Replace Tap Washers	150																
Renew Stairs to Toilets Below Football Club													10,000		10,000		
Electrical Testing	150				150				150				150				
General Servicing & Minor Maintenance	250				250				250				250				
Total		\$ 550				\$ 400			\$ 400				\$ 10,400				

SHIRE OF BRIDGETOWN-GREENBUSHES
4 Year Building Capital & Maintenance Plan

Building Code - Description of Works	Year 1 - 2017-18				Year 2 - 2018-19				Year 3 - 2019-20				Year 4 - 2020-21				2016-17 Carry Forward
	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	
23MA (Capital 06BU) - Bridgetown Tennis Club																	
Replace Tap Washers	150																
Electrical Testing	250				250			250				250					
Fire Appliance Test	250				250			250				250					
General Servicing & Minor Maintenance	250				250			250				250					
Total		\$ 900				\$ 750			\$ 750				\$ 750				
24MA (Capital 1350140)- Bridgetown Railway Station																	
General Servicing & Minor Maintenance	250				250			250				250					
Total		\$ 250				\$ 250			\$ 250				\$ 250				
25MA - Hampton Street Community Kiosk																	
Replace Roller Door Handle	150.0																
High Pressure Clean	200.0																
Internal Painting													1,250.0	1,250.0			
Electrical Testing	150.0				150.0			150.0				150.0					
General Servicing & Minor Maintenance	250.0				250.0			250.0				250.0					
Total		\$ 750				\$ 400			\$ 400				\$ 1,650				
27MA (Capital 07BU) - Shire Administration Building																	
Air Conditioner Monthly Clean	1,200.0				1,200.0			1,200.0				1,200.0					
Replace Handle Staff Room External Door (c/f)	500.0															500.0	
Repair Lead Light in Doors and Windows (c/f)	5,000.0		5,000.0													3,500.0	
Replace Tap Washers	500.0																
Staged Repairs and Painting to Outside of Building (c/f)	15,000.0		15,000.0		15,000.0	15,000.0		15,000.0		15,000.0		15,000.0		15,000.0		15,000.0	
Repair Carport Gutters	400.0																
Replace Light on Stairs	600.0																
Roof Repairs	3,000.0		3,000.0														
Replace Air Conditioner in Server Room	2,000.0		2,000.0														
Install New Key Storage Cupboard (c/f)	1,250.0			1,250.0													
Shelving for Office Store Room (c/f)	1,000.0			1,000.0													
Replace Strong Rooms Shelves	950.0																
Investigative Works - Sub Soil Drainage	4,000.0																
Install Sub-Soil Drainage to Redress Rising Damp					35,000.0	35,000.0											
Replace Gas Oven					1,000.0	1,000.0											
Replace Upstairs Ducted Air Conditioner					60,000.0	60,000.0											
Replace Office Lighting Globes	2,000.0		2,000.0					2,000.0		2,000.0							
Improve Access to Roof								5,000.0			5,000.0						
Electrical Testing	500.0				500.0			500.0				500.0					
Fire Appliance Test	350.0				350.0			350.0				350.0					
Lift Servicing	1,800.0				1,800.0			1,800.0				1,800.0					
General Servicing & Minor Maintenance	3,000.0				3,000.0			3,000.0				3,000.0					
Total		\$ 43,050				\$ 117,850			\$ 28,850				\$ 21,850				
28MA (Capital 08BU) - Shire Depot																	
Repair Termite Damaged Walls Door Frames (c/f)	14,000.0		14,000.0													14,000.0	
Replace Office Air Conditioner	2,000.0		2,000.0														
Air Conditioner Clean & Service	600.0				600.0			600.0				600.0					
Electrical Testing	800.0				800.0			800.0				800.0					
Fire Appliance Test	250.0				250.0			250.0				250.0					
General Servicing & Minor Maintenance	1,500.0				1,500.0			1,500.0				1,500.0					
Total		\$ 19,150				\$ 3,150			\$ 3,150				\$ 3,150				
32MA (Capital 28BU) - 31 Gifford St (House)																	
Replace Downpipes and Guttering	3,000.0		3,000.0														
Relocate Clothes Line	350.0																
Service Air Conditioner	150.0				150.0			150.0				150.0					
Electrical Testing	150.0				150.0			150.0				150.0					
General Servicing & Minor Maintenance	500.0				500.0			500.0				500.0					
Total		\$ 4,150				\$ 800			\$ 800				\$ 800				

SHIRE OF BRIDGETOWN-GREENBUSHES
4 Year Building Capital & Maintenance Plan

Building Code - Description of Works	Year 1 - 2017-18			Year 2 - 2018-19			Year 3 - 2019-20			Year 4 - 2020-21			2016-17 Carry Forward	
	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New		
33MA (Capital 26BU) - 146 Hampton Street – Police Quarters														
Replace Guttering and Connect Stormwater (c/f)	4,500.0		4,500.0											4,500.0
Reinstate Sub Soil Drainage (c/f)	5,000.0		5,000.0											5,000.0
Install New Carpets				5,000.0		5,000.0								
Staged Repairs & Renovation									5,000.0	5,000.0			5,000.0	
Electrical Testing	150.0				150.0				150.0				150.0	
General Servicing & Minor Maintenance	1,500.0				1,500.0				1,500.0				1,500.0	
Total		\$ 11,150				\$ 6,650				\$ 6,650				
36MA - Sunnyside Shelter														
General Repairs (Materials Only)	3,000.0		3,000.0											
General Servicing & Minor Maintenance	200.0				200.0				200.0				200.0	
Total		\$ 3,200				\$ 200				\$ 200				
37MA (Capital 36BU) - Bridgetown SES Building														
Service Air Conditioner	150.0				150.0				150.0				150.0	
Repair Electrical Hazard in Shed	1,500.0		1,500.0											
Electrical Testing	450.0				450.0				450.0				450.0	
Fire Appliance Test	150.0				150.0				150.0				150.0	
General Servicing & Minor Maintenance	250.0				250.0				250.0				250.0	
Total		\$ 2,500				\$ 1,000				\$ 1,000				\$ 1,000
39MA - Bridgetown Waste Facility Building														
Electrical Testing	150.0				150.0				150.0				150.0	
General Servicing & Minor Maintenance	250.0				250.0				250.0				250.0	
Total		\$ 400				\$ 400				\$ 400				\$ 400
41MA - Bridgetown Visitor Centre														
Replace Tap Washers	350.0													
Roof Repairs	2,000.0		2,000.0											
Air Conditioning Service & Clean	600.0				600.0				600.0				600.0	
Electrical Testing	250.0				250.0				250.0				250.0	
Fire Appliance Test	250.0				250.0				250.0				250.0	
General Servicing & Minor Maintenance	1,250.0				1,250.0				1,250.0				1,250.0	
Total		\$ 4,700				\$ 2,350				\$ 2,350				\$ 2,350
42MA (Capital 10BU) - Bridgetown Cemetery Buildings														
Construct Toilet Block (Job No. 02BN) (c/f)	30,000.0			30,000.0										30,000.0
General Servicing & Minor Maintenance	100.0				100.0				100.0				100.0	
Total		\$ 30,100				\$ 100				\$ 100				\$ 100
46MA (Capital 46BU) - Public Conveniences – Hampton Street														
Pressure Clean Internal & External	1,000				1,000				1,000				1,000	
Replace Paper Dispensers	450													
Repair Skirt Tiles	1,000		1,000											
RegROUT Tiles	3,250		3,250											
Paint External Timber Work, Doors & Ceiling					3,000	3,000								
Internal Painting					5,000	5,000								
Replace Lights with LED									2,000	2,000				
Electrical Testing	250				250				250				250	
General Servicing & Minor Maintenance	1,500				1,500				1,500				1,500	
Total		\$ 7,450				\$ 10,750				\$ 4,750				\$ 2,750
47MA (Capital 42BU) - Memorial Park Gatehouse														
Replace Lights with LED									1,200	1,200				
General Servicing & Minor Maintenance	250				250				250				250	
Total		\$ 250				\$ 250				\$ 1,450				\$ 250

SHIRE OF BRIDGETOWN-GREENBUSHES
4 Year Building Capital & Maintenance Plan

Building Code - Description of Works	Year 1 - 2017-18				Year 2 - 2018-19				Year 3 - 2019-20				Year 4 - 2020-21				2016-17 Carry Forward
	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	
49MA (Capital 27BU) - SBS Tower / Radio																	
General Servicing & Minor Maintenance	100				100				100				100				
Total	\$ 100				\$ 100				\$ 100				\$ 100				
50MA (Capital 43BU) - Bridgedale Bandstand																	
Paint Concrete Floor													1,000		1,000		
Electrical Testing	150				150				150				150				
General Servicing & Minor Maintenance	150				150				150				150				
Total	\$ 300				\$ 300				\$ 300				\$ 1,300				
53MA (Capital 38BU) - 144 Hampton Street - Police Quarters																	
Staged Repairs/Renovation	5,000		5,000		5,000		5,000		5,000		5,000		5,000		5,000	5,000	
Replace Taps	1,750		1,750														
Service Air Conditioner	150				150				150				150				
Replace Guttering and Connect Stormwater (c/f)	4,500		4,500													4,500	
Electrical Testing	150				150				150				150				
General Servicing & Minor Maintenance	1,250				1,250				1,250				1,250				
Total	\$ 12,800				\$ 6,550				\$ 6,550				\$ 6,550				
56MA (Capital 12BU) - Settlers Rest Gazebo																	
Remove Fountain (c/f)	400															400	
Upgrade Slab Bench Seating (c/f)	1,800		1,800													1,800	
Pressure Clean	500				500				500				500				
Repair Fencing around Transformer	1,250		1,250														
Paint Timbers									1,500		1,500						
General Servicing & Minor Maintenance	250				250				250				250				
Total	\$ 4,200				\$ 750				\$ 2,250				\$ 750				
57MA (Capital 19BU) - Greenbushes Court House																	
Replace Tap Washers	150																
Clean Roof & Gutters	850				850				850				850				
Replace Verandah Balustrade									9,000		9,000						
Staged Repairs													7,500		7,500		
Electrical Testing	150				150				150				150				
Fire Appliance Test	100				100				100				100				
General Servicing & Minor Maintenance	2,000				2,000				2,000				2,000				
Total	\$ 3,250				\$ 3,100				\$ 12,100				\$ 10,600				
58MA (Capital 15BU) - Railway Storage Shed																	
General Servicing & Minor Maintenance	500				500				500				500				
Total	\$ 500				\$ 500				\$ 500				\$ 500				
59MA (Capital 16BU) - Bridgetown Leisure Centre Dry Area																	
Reseal Wooden Court Surfaces Annually	\$ 8,250				\$ 8,250				\$ 8,250				\$ 8,250				
Service Chair-lift	\$ 650				\$ 650				\$ 650				\$ 650				
Shadesail Servicing	\$ 250				\$ 250				\$ 250				\$ 250				
Air Conditioner Servicing	\$ 900				\$ 900				\$ 900				\$ 900				
Service Automatic Doors	\$ 800				\$ 800				\$ 800				\$ 800				
Clean Carpet	\$ 800																
Repair Chair Lift Wall Fittings	\$ 850																
Repair Scoreboards and Re-Mount	\$ 2,000		\$ 2,000														
Replace Tap Washers	\$ 250																
Repair Roof Leaks (c/f balance)	\$ 12,000		\$ 12,000													\$ 12,000	
Replace Exit Lights	\$ 3,200		\$ 3,200														
Replace Mezzanine/Stairwell Lights	\$ 8,500		\$ 8,500														
Replace Lights in Store Room	\$ 2,500		\$ 2,500														
Replace External Wall Lights	\$ 10,000		\$ 10,000														
Install Fire Bell Protective Cages					\$ 650												
Replace Slap Bar on Door	\$ 1,250		\$ 1,250														
Replace Changeroom/Office/Gym/Foyer Lights									\$ 20,000		\$ 20,000						
Replace Cisterns													\$ 2,500		\$ 2,500		

SHIRE OF BRIDGETOWN-GREENBUSHES
4 Year Building Capital & Maintenance Plan

Building Code - Description of Works	Year 1 - 2017-18				Year 2 - 2018-19				Year 3 - 2019-20				Year 4 - 2020-21				2016-17 Carry Forward
	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	
Clean External Walls									\$ 1,750		\$ 1,750						
Internal Painting													\$ 15,000		\$ 15,000		
Electrical Testing	\$ 250				\$ 250				\$ 250				\$ 250				
Fire Appliance Test	\$ 250				\$ 250				\$ 250				\$ 250				
General Servicing & Minor Maintenance	\$ 3,000				\$ 3,000				\$ 3,000				\$ 3,000				
Total		\$ 55,700				\$ 15,000				\$ 36,100				\$ 31,850			
61MA (Capital 34BU) - Greenbushes Fire Station (ESL)																	
Electrical Testing	\$ 150				\$ 150				\$ 150				\$ 150				
Fire Appliance Test	\$ 100				\$ 100				\$ 100				\$ 100				
General Servicing & Minor Maintenance	\$ 200				\$ 200				\$ 200				\$ 200				
Total		\$ 450				\$ 450				\$ 450				\$ 450			
62MA (Capital 30BU) - Hester Fire Station (ESL)																	
Electrical Testing	\$ 150				\$ 150				\$ 150				\$ 150				
Fire Appliance Test	\$ 100				\$ 100				\$ 100				\$ 100				
General Servicing & Minor Maintenance	\$ 200				\$ 200				\$ 200				\$ 200				
Total		\$ 450				\$ 450				\$ 450				\$ 450			
64MA - Parks & Gardens - Minor Unspecified Structures																	
General Servicing & Minor Maintenance	\$ 2,000				\$ 2,000				\$ 2,000				\$ 2,000				
Maintain Street furniture																	
Total		\$ 2,000				\$ 2,000				\$ 2,000				\$ 2,000			
65MA (Capital 13BU) - Bridgetown Resource Centre																	
Replace Tap Washers	\$ 250																
Repair Roof Leak	\$ 1,000		\$ 1,000														
Staged Repairs & Restoration	\$ 2,000		\$ 2,000		\$ 2,000		\$ 2,000		\$ 2,000		\$ 2,000		\$ 2,000		\$ 2,000		
Electrical Testing	\$ 250				\$ 250				\$ 250				\$ 250				
Fire Appliance Test	\$ 150				\$ 150				\$ 150				\$ 150				
General Servicing & Minor Maintenance	\$ 750				\$ 750				\$ 750				\$ 750				
Total		\$ 4,400				\$ 3,150				\$ 3,150				\$ 3,150			
66MA - Kangaroo Gully Fire Station (ESL)																	
Electrical Testing	\$ 150				\$ 150				\$ 150				\$ 150				
Fire Appliance Test	\$ 100				\$ 100				\$ 100				\$ 100				
General Servicing & Minor Maintenance	\$ 200				\$ 200				\$ 200				\$ 200				
Total		\$ 450				\$ 450				\$ 450				\$ 450			
67MA (Capital 33BU) - Yornup Fire Station (ESL)																	
Electrical Testing	\$ 150				\$ 150				\$ 150				\$ 150				
Fire Appliance Test	\$ 100				\$ 100				\$ 100				\$ 100				
General Servicing & Minor Maintenance	\$ 200				\$ 200				\$ 200				\$ 200				
Total		\$ 450				\$ 450				\$ 450				\$ 450			
68MA (Capital 17BU) - Bridgetown Sportsground Changerooms																	
New Lid for Septic Tank	2,000.0		2,000.0														
Replace Tap Washers	150.0																
Paint Wet Areas					2,000.0		2,000.0										
Reconstruct Stairs to Timekeeper Box													10,000.0		10,000.0		
Construct Vanity Screens to Changerooms													6,000.0		6,000.0		
Electrical Testing	450.0				450.0				450.0				450.0				
Fire Appliance Test	250.0				250.0				250.0				250.0				
General Servicing & Minor Maintenance	2,000.0				2,000.0				2,000.0				2,000.0				
Total		\$ 4,850				\$ 4,700				\$ 2,700				\$ 18,700			

SHIRE OF BRIDGETOWN-GREENBUSHES
4 Year Building Capital & Maintenance Plan

Building Code - Description of Works	Year 1 - 2017-18				Year 2 - 2018-19				Year 3 - 2019-20				Year 4 - 2020-21				2016-17 Carry Forward
	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	
69MA (Capital 23BU) Bridgetown Trotting Club Facilities																	
Replace Tap Washers	250.0																
Replace Tote Building Gutters								2,000.0		2,000.0							
Internal Painting												4,000.0		4,000.0			
Electrical Testing	450.0				450.0			450.0				450.0					
Fire Appliance Test	200.0				200.0			200.0				200.0					
General Servicing & Minor Maintenance	750.0				750.0			750.0				750.0					
Total		\$ 1,650				\$ 1,400			\$ 3,400				\$ 5,400				
70MA (Capital 49BU) - Greenbushes Pool Shelter & Deck																	
Repair Wall Sheets in Shelter	750.0																
Treat Deck Woodwork	2,000.0				2,000.0			2,000.0				2,000.0					
General Servicing & Minor Maintenance	250.0				250.0			250.0				250.0					
Total		\$ 3,000				\$ 2,250			\$ 2,250				\$ 2,250				
71MA (Capital 18BU) - Winnejump Reserve Shelter																	
General Servicing & Minor Maintenance	100				100			100				100					
Total		\$ 100				\$ 100			\$ 100				\$ 100				
72MA (Capital 48BU) - Greenbushes Skate Park																	
General Servicing & Minor Maintenance	250				250			250				250					
Total		\$ 250				\$ 250			\$ 250				\$ 250				
73MA (Capital 53BU) - Greenbushes Cemetery Buildings																	
General Servicing & Minor Maintenance	200				200			200				200					
Total		\$ 200				\$ 200			\$ 200				\$ 200				
74MA (Capital 24BU) - Public Conveniences – Somme Park																	
Replace Solar Lighting								5,000		5,000							
General Servicing & Minor Maintenance	1,000				1,000			1,000				1,000					
Total		\$ 1,000				\$ 1,000			\$ 6,000				\$ 1,000				
76MA (Capital 25BU) - Public Conveniences – Thompson Park																	
Reclad Damaged Sheeting	1,500		1,500														
Replace Pan Connector	200																
Repair Damaged Door	600																
General Servicing & Minor Maintenance	500				500			500				500					
Total		\$ 2,800				\$ 500			\$ 500				\$ 500				
78MA - Maranup Fire Station (ESL)																	
General Servicing & Minor Maintenance	200				200			200				200					
Total		\$ 200				\$ 200			\$ 200				\$ 200				
79MA (Capital 35BU) - Sunnyside Fire Station (ESL)																	
Electrical Testing	150				150			150				150					
Fire Appliance Test	100				100			100				100					
General Servicing & Minor Maintenance	200				200			200				200					
Total		\$ 450				\$ 450			\$ 450				\$ 450				
80MA (Capital 37BU) - Catterick Fire Station (ESL)																	
Electrical Testing	150				150			150				150					
Fire Appliance Test	100				100			100				100					
General Servicing & Minor Maintenance	200				200			200				200					
Total		\$ 450				\$ 450			\$ 450				\$ 450				
81MA (Capital 31BU) - Wandillup Fire Station (ESL)																	
Electrical Testing	150				150			150				150					
Fire Appliance Test	100				100			100				100					
General Servicing & Minor Maintenance	200				200			200				200					
Total		\$ 450				\$ 450			\$ 450				\$ 450				

SHIRE OF BRIDGETOWN-GREENBUSHES
4 Year Building Capital & Maintenance Plan

Building Code - Description of Works	Year 1 - 2017-18				Year 2 - 2018-19				Year 3 - 2019-20				Year 4 - 2020-21				2016-17 Carry Forward
	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	
82MA (Capital 32BU) - Winnijup Fire Station (ESL)																	
Electrical Testing	150				150				150				150				
Fire Appliance Test	100				100				100				100				
General Servicing & Minor Maintenance	200				200				200				200				
Total		\$ 450				\$ 450				\$ 450				\$ 450			
83MA - Bridgetown Library																	
Replace Tap Washers	250																
Air Conditioner Service	1,000				1,000				1,000				1,000				
Service Electric Door	300				300				300				300				
Repairs to Deck	1,500		1,500														
Replace Exit Sign	350																
Treat Exterior Timbers	6,000				1,500				1,500				6,000				
Repair Roof Leaks	6,000		6,000														
Replace Missing Tactile Indicators	500																
Replace In-Ground Lighting									1,500		1,500						
Clean Solar Panels	400				400				400				400				
Replace Deck									27,000		27,000						
Electrical Testing	450				450				450				450				
Fire Appliance Test	200				200				200				200				
General Servicing & Minor Maintenance	3,500				3,500				3,500				3,500				
Total		\$ 20,450				\$ 7,350				\$ 35,850				\$ 11,850			
84MA (Capital 29BU) - Bridgetown BFS Headquarters																	
Service Air Conditioner	500				500				500				500				
Replace Tap Washers	400																
Replace Door Closer	250																
Electrical Testing	150				150				150				150				
Fire Appliance Test	200				200				200				200				
General Servicing & Minor Maintenance	1,000				1,000				1,000				1,000				
Total		\$ 2,500				\$ 1,850				\$ 1,850				\$ 1,850			
87MA (Capital 50BU) - Hester Brook Satellite Fire Station																	
Electrical Testing	150				150				150				150				
General Servicing & Minor Maintenance	250				250				250				250				
Total		\$ 400				\$ 400				\$ 400				\$ 400			
88MA - Heritage Park Minor Building & Structures																	
Electrical Testing	150				150				150				150				
Service BBQ & Electrics					200								200				
Replace Tap Washers	150				150				150				150				
Repair Drinking Fountain	500																
Paint Benches	500																
Paint Gazebo					2,000		2,000										
Repaint BBQ Door & Replace Fat Tray	500																
Total		\$ 1,800				\$ 2,500				\$ 300				\$ 500			
89MA - Memorial Park Minor Building & Structures																	
Put Up/Take Down Shade Sails	500				500				500				500				
Repairs to Fence	1,000		1,000														
Electrical Testing	500				500				500				500				
Connect Power to Light Pole	2,000		2,000														
Service BBQ					200								200				
Replace Tap Washers	150				150				150				150				
Total		\$ 4,150				\$ 1,350				\$ 1,150				\$ 1,350			
90MA - Pioneer Park Minor Building & Structures																	
Repair Timber Fence									2,000		2,000						
Total									\$ 2,000								

SHIRE OF BRIDGETOWN-GREENBUSHES
4 Year Building Capital & Maintenance Plan

Building Code - Description of Works	Year 1 - 2017-18				Year 2 - 2018-19				Year 3 - 2019-20				Year 4 - 2020-21				2016-17 Carry Forward
	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	
91MA - Blackwood River Park Minor Building & Structures																	
Replace Light Fitting Above BBQ	300																
Install New BBQ Element	400																
Replace Tap Washers	150				150				150				150				
Clean, Sand & Oil Bench Seats	1,000		1,000														
Repair Pole Light	250																
Service BBQ					200								200				
Electrical Testing	150				150				150				150				
Total		\$ 2,250				\$ 500			\$ 300				\$ 500				
92MA - Rocky Bluff Canoe Ramp Minor Building & Structures																	
93MA - Thompson Park Minor Building & Structures																	
Service BBQ					200								200				
Total		\$ -				\$ 200							\$ 200				
05IU - Somme Park Minor Building & Structures																	
Put Up/Take Down Shade Sails	500				500				500				500				
Staged Replacement of Exercise Equipment	4,000		4,000		4,000		4,000		4,000		4,000		4,000		4,000		
Total		\$ 4,500				\$ 4,500			\$ 4,500				\$ 4,500				
12IU - Greenbushes Pool Infrastructure																	
Repair Gazebo and BBQ Power	3,000		3,000														
Replace Solar Lighting													15,000		15,000		
Total		\$ 3,000				\$ -			\$ -				\$ 15,000		\$ 15,000		
1340060 - Map all Utilities in parks																	
One off Project (c/f)	3,000															3,000	
Total		\$ 3,000															
Bridgetown Information Bays																	
Greenbushes Information Bays																	
Building Maintenance Sub Total		\$ 428,510	\$ 248,200	\$ 35,750		\$ 319,660	\$ 214,500	\$ 2,000		\$ 332,910	\$ 171,200	\$ 58,000		\$ 309,260	\$ 199,250	\$ 2,000	\$ 183,900
Other Building Maintenance Tasks																	
1761320 - Building Asset Management Planning																	
Asset Building Inspection/Reporting																	
27CA - Support Cleaners																	
02YC - Bridgetown Cemetery Ashes/Plaques																	
04YC - Greenbushes Cemetery Ashes/Plaques																	
Preventative Works (to be allocated to Job No. when determined)																	
Septic Pumpouts	2,000				2,000				2,000				2,000				
Asbestos Removal/Treatment	90,000		90,000		40,000		40,000		40,000		40,000		75,000		75,000		
Integrated Height Safety Assessment	10,000																
Termite Prevention/Risk Management	15,000				15,000				15,000				15,000				
Total		\$ 117,000				\$ 57,000			\$ 57,000				\$ 92,000		\$ 92,000		
Overheads																	
1770920.01 General Duties																	
Tools	2,500				2,500				2,500				2,500				
Safety Equipment Working at Heights	4,000		4,000														
Elevated Work Platform (c/f)	10,000			10,000												10,000	
General																	
Total		\$ 16,500				\$ 2,500			\$ 2,500				\$ 2,500				

SHIRE OF BRIDGETOWN-GREENBUSHES
4 Year Building Capital & Maintenance Plan

Building Code - Description of Works	Year 1 - 2017-18			Year 2 - 2018-19			Year 3 - 2019-20			Year 4 - 2020-21			2016-17 Carry Forward				
	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New	Materials or Contracts	Total	Renewal	Upgrade/ New		Materials or Contracts	Total	Renewal	Upgrade/ New
Building Maintenance Officer																	
OH & S																	
Training																	
Annual Leave																	
Public Holidays																	
Sick																	
		\$ 562,010	\$ 342,200	\$ 45,750		\$ 379,160	\$ 254,500	\$ 2,000		\$ 392,410	\$ 211,200	\$ 58,000		\$ 403,760	\$ 274,250	\$ 2,000	\$ 193,900

SHIRE OF BRIDGETOWN-GREENBUSHES

Reserve Funds
For the period 2017 - 2032

Reserve Name	Opening	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Balance \$	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
Closing Reserve Balances																
Leave reserve	171,293	175,575	179,964	184,463	189,075	193,802	198,647	203,613	208,703	213,921	219,269	224,751	230,370	236,129	242,032	248,083
Plant reserve	193,526	98,164	14,675	9,796	106,112	281,017	264,111	241,268	193,689	378,098	817,176	682,299	382,470	487,618	743,414	966,293
Land and building reserve	622,685	562,919	236,992	242,917	248,990	255,215	261,595	268,135	274,838	281,709	288,752	295,971	303,370	310,954	318,728	326,696
Bush fire reserve	780	800	820	841	862	884	906	929	952	976	1,000	1,025	1,051	1,077	1,104	1,132
Maranup Ford Road maintenance reserve	98,190	100,645	5,161	5,290	5,422	5,558	5,697	5,839	5,985	6,135	6,288	6,445	6,606	6,771	6,940	7,114
Subdivision reserve	331,270	339,552	314,841	322,712	314,528	290,260	289,955	290,501	297,764	298,209	305,664	313,306	321,139	329,167	337,396	345,831
Sanitation reserve	63,364	64,948	66,572	68,236	69,942	111,691	154,483	198,345	243,304	289,387	175,851	220,247	265,753	312,397	360,207	409,212
Recreation centre floor reserve	169,550	173,789	178,134	182,587	187,152	191,831	196,627	201,543	206,582	211,747	217,041	222,467	228,029	233,730	239,573	245,562
Mobile garbage bins reserve	71,783	73,578	75,417	77,302	79,235	81,216	83,246	85,327	87,460	89,647	91,888	94,185	96,540	98,954	101,428	103,964
Refuse site post closure reserve	196,422	201,333	206,366	211,525	216,813	232,233	248,039	264,240	280,846	297,867	315,314	333,197	351,527	370,315	389,573	409,312
Drainage reserve	3,615	3,705	3,798	3,893	3,990	4,090	4,192	4,297	4,404	4,514	4,627	4,743	4,862	4,984	5,109	5,237
Community bus reserve	86,809	49,046	50,272	51,529	52,817	54,137	55,490	56,877	58,299	59,756	61,250	62,781	64,351	65,960	67,609	69,299
SBS tower replacement reserve	29,708	30,451	31,212	31,992	32,792	33,612	34,452	35,313	36,196	37,101	38,029	38,980	39,955	40,954	41,978	43,027
Playground equipment reserve	17,296	17,728	14,101	10,292	10,549	10,813	11,083	11,360	11,644	11,935	12,233	12,539	12,852	13,173	13,502	13,840
Swimming pool reserve	4,166	4,270	4,377	4,486	4,598	4,713	4,831	4,952	5,076	5,203	5,333	5,466	5,603	5,743	5,887	6,034
Car park reserve	892	914	937	960	984	1,009	1,034	1,060	1,087	1,114	1,142	1,171	1,200	1,230	1,261	1,293
ROMANS reserve	4,440	4,551	4,665	4,782	4,902	5,025	5,151	5,280	5,412	5,547	5,686	5,828	5,974	6,123	6,276	6,433
Building maintenance reserve	56,272	57,679	59,121	35,599	61,489	63,026	64,602	66,217	67,872	69,569	71,308	73,091	74,918	76,791	78,711	80,679
Strategic projects reserve	32,907	43,730	44,823	10,944	46,218	57,373	68,807	80,527	92,540	104,854	117,475	130,412	143,672	157,264	171,196	185,476
Matched grants reserve	18,151	28,605	24,320	34,928	45,801	56,946	68,370	80,079	92,081	104,383	116,993	129,918	143,166	156,745	170,664	184,931
Aged care infrastructure reserve	52,687	54,004	55,354	56,738	58,156	59,610	61,100	62,628	64,194	65,799	67,444	69,130	70,858	72,629	74,445	76,306
Equipment reserve	6,480	9,142	11,871	14,668	17,535	20,473	23,485	26,572	29,736	32,979	36,303	39,711	43,204	46,784	50,454	54,215
Assets & GRV Valuations reserve	64,438	73,216	49,270	63,160	13,730	46,501	1,675	9,948	45,118	60,926	3,294	40,982	57,816	68,806	76,897	95,844
Bridgetown Leisure Centre reserve	130,548	70,478	72,240	74,046	75,897	77,794	79,739	81,732	83,775	85,869	88,016	90,216	92,471	94,783	97,153	99,582
Trails reserve	20,000	20,500	21,013	21,538	22,076	22,628	23,194	23,774	24,368	24,977	25,601	26,241	26,897	27,569	28,258	28,964
Unspent grants reserve																
Total	2,447,272	2,259,322	1,726,316	1,725,224	1,869,665	2,161,457	2,210,511	2,310,356	2,421,925	2,742,222	3,092,977	3,125,102	2,974,654	3,226,650	3,629,795	4,014,359
Transfers to/(from) Reserves		(249,133)	(589,489)	(44,250)	101,310	245,049	(4,982)	44,582	53,810	259,748	282,200	(45,200)	(228,577)	177,631	322,477	293,819
Reserve Interest Reinvested		61,183	56,483	43,158	43,131	46,743	54,036	55,263	57,759	60,549	68,555	77,325	78,129	74,365	80,668	90,745

SHIRE OF BRIDGETOWN-GREENBUSHES

Reserve Funds For the period 2017 - 2032

Reserve Name	Opening Balance \$	1 2017-18	2 2018-19	3 2019-20	4 2020-21	5 2021-22	6 2022-23	7 2023-24	8 2024-25	9 2025-26	10 2026-27	11 2027-28	12 2028-29	13 2029-30	14 2030-31	15 2031-32
Transfers into Reserves																
Leave reserve																
Plant reserve		365,000	371,388	379,744	389,237	398,968	408,942	419,166	429,645	440,386	451,396	462,681	474,248	486,104	498,257	510,713
Land and building reserve																
Bush fire reserve																
Maranup Ford Road maintenance reserve																
Subdivision reserve																
Sanitation reserve						40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Recreation centre floor reserve																
Mobile garbage bins reserve																
Refuse site post closure reserve						10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Drainage reserve																
Community bus reserve																
SBS tower replacement reserve																
Playground equipment reserve																
Swimming pool reserve																
Car park reserve																
ROMANS reserve																
Building maintenance reserve					25,000											
Strategic projects reserve		10,000	10,000	10,000	35,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Matched grants reserve		10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Aged care infrastructure reserve																
Equipment reserve		2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Assets & GRV Valuations reserve		32,167	32,730	33,466	34,303	35,161	38,040	36,941	37,864	38,811	39,781	40,775	41,795	42,840	43,911	45,009
Bridgetown Leisure Centre reserve																
Trails reserve																
Unspent grants & loans reserve																
Totals		419,667	426,618	435,710	496,040	506,629	519,482	528,607	540,009	551,697	563,677	575,956	588,543	601,444	614,668	628,222

SHIRE OF BRIDGETOWN-GREENBUSHES

Reserve Funds For the period 2017 - 2032

Reserve Name	Opening Balance \$	1 2017-18	2 2018-19	3 2019-20	4 2020-21	5 2021-22	6 2022-23	7 2023-24	8 2024-25	9 2025-26	10 2026-27	11 2027-28	12 2028-29	13 2029-30	14 2030-31	15 2031-32
Transfers from Reserves																
Leave reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Plant reserve	465,200	457,331	384,990	293,166	226,716	432,873	448,612	483,256	260,819	21,770	617,987	791,134	390,518	254,651	306,419	
Land and building reserve	75,333	340,000	-	-	-	-	-	-	-	-	-	-	-	-	-	
Bush fire reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Maranup Ford Road maintenance reserve	-	98,000	-	-	-	-	-	-	-	-	-	-	-	-	-	
Subdivision reserve	-	33,200	-	16,252	32,131	7,562	6,703	-	6,999	-	-	-	-	-	-	
Sanitation reserve	-	-	-	-	-	-	-	-	-	160,771	-	-	-	-	-	
Recreation centre floor reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Mobile garbage bins reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Refuse site post closure reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Drainage reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Community bus reserve	39,933	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
SBS tower replacement reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Playground equipment reserve	-	4,070	4,162	-	-	-	-	-	-	-	-	-	-	-	-	
Swimming pool reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Car park reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
ROMANS reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Building maintenance reserve	-	-	25,000	-	-	-	-	-	-	-	-	-	-	-	-	
Strategic projects reserve	-	10,000	45,000	-	-	-	-	-	-	-	-	-	-	-	-	
Matched grants reserve	-	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	
Aged care infrastructure reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Equipment reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Assets & GRV Valuations reserve	25,000	58,506	20,808	85,312	2,733	84,029	28,710	2,943	24,131	98,936	3,169	25,986	33,295	37,540	27,984	
Bridgetown Leisure Centre reserve	63,334	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Trails reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Unspent grants & loans reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total	668,800	1,016,107	479,960	394,730	261,580	524,464	484,025	486,199	291,949	281,477	621,156	817,120	423,813	292,191	334,403	

SHIRE OF BRIDGETOWN-GREENBUSHES

Reserve Funds For the period 2017 - 2032

Reserve Name	Opening Balance \$	1 2017-18	2 2018-19	3 2019-20	4 2020-21	5 2021-22	6 2022-23	7 2023-24	8 2024-25	9 2025-26	10 2026-27	11 2027-28	12 2028-29	13 2029-30	14 2030-31	15 2031-32
Interest Earnings																
Leave reserve		4,282	4,389	4,499	4,612	4,727	4,845	4,966	5,090	5,218	5,348	5,482	5,619	5,759	5,903	6,051
Plant reserve		4,838	2,454	367	245	2,653	7,025	6,603	6,032	4,842	9,452	20,429	17,057	9,562	12,190	18,585
Land and building reserve		15,567	14,073	5,925	6,073	6,225	6,380	6,540	6,703	6,871	7,043	7,219	7,399	7,584	7,774	7,968
Bush fire reserve		20	20	21	21	22	22	23	23	24	24	25	26	26	27	28
Maranup Ford Road maintenance reserve		2,455	2,516	129	132	136	139	142	146	150	153	157	161	165	169	174
Subdivision reserve		8,282	8,489	7,871	8,068	7,863	7,257	7,249	7,263	7,444	7,455	7,642	7,833	8,028	8,229	8,435
Sanitation reserve		1,584	1,624	1,664	1,706	1,749	2,792	3,862	4,959	6,083	7,235	4,396	5,506	6,644	7,810	9,005
Recreation centre floor reserve		4,239	4,345	4,453	4,565	4,679	4,796	4,916	5,039	5,165	5,294	5,426	5,562	5,701	5,843	5,989
Mobile garbage bins reserve		1,795	1,839	1,885	1,933	1,981	2,030	2,081	2,133	2,187	2,241	2,297	2,355	2,414	2,474	2,536
Refuse site post closure reserve		4,911	5,033	5,159	5,288	5,420	5,806	6,201	6,606	7,021	7,447	7,883	8,330	8,788	9,258	9,739
Drainage reserve		90	93	95	97	100	102	105	107	110	113	116	119	122	125	128
Community bus reserve		2,170	1,226	1,257	1,288	1,320	1,353	1,387	1,422	1,457	1,494	1,531	1,570	1,609	1,649	1,690
SBS tower replacement reserve		743	761	780	800	820	840	861	883	905	928	951	975	999	1,024	1,049
Playground equipment reserve		432	443	353	257	264	270	277	284	291	298	306	313	321	329	338
Swimming pool reserve		104	107	109	112	115	118	121	124	127	130	133	137	140	144	147
Car park reserve		22	23	23	24	25	25	26	27	27	28	29	29	30	31	32
ROMANS reserve		111	114	117	120	123	126	129	132	135	139	142	146	149	153	157
Building maintenance reserve		1,407	1,442	1,478	890	1,537	1,576	1,615	1,655	1,697	1,739	1,783	1,827	1,873	1,920	1,968
Strategic projects reserve		823	1,093	1,121	274	1,155	1,434	1,720	2,013	2,314	2,621	2,937	3,260	3,592	3,932	4,280
Matched grants reserve		454	715	608	873	1,145	1,424	1,709	2,002	2,302	2,610	2,925	3,248	3,579	3,919	4,267
Aged care infrastructure reserve		1,317	1,350	1,384	1,418	1,454	1,490	1,528	1,566	1,605	1,645	1,686	1,728	1,771	1,816	1,861
Equipment reserve		162	229	297	367	438	512	587	664	743	824	908	993	1,080	1,170	1,261
Assets & GRV Valuations reserve		1,611	1,830	1,232	1,579	343	1,163	42	249	1,128	1,523	82	1,025	1,445	1,720	1,922
Bridgetown Leisure Centre reserve		3,264	1,762	1,806	1,851	1,897	1,945	1,993	2,043	2,094	2,147	2,200	2,255	2,312	2,370	2,429
Trails reserve		500	513	525	538	552	566	580	594	609	624	640	656	672	689	706
Unspent grants & loans reserve																
Total		61,183	56,483	43,158	43,131	46,743	54,036	55,263	57,759	60,549	68,555	77,325	78,129	74,365	80,668	90,745



Wesfarmers Building (fmr) and Bridgetown Roads Board Office (fmr)

(Shire of Bridgetown-Greenbushes – Aerial Photograph 2015)



Working with Western Australians to recognise, conserve, adapt and celebrate our State's unique cultural heritage

9 May 2017

Shire of Bridgetown-Greenbushes	
File No:	024
Document No:	1-002017
16 MAY 2017	
Officer	CEO
Copy	

YOUR REF
OUR REF
ENQUIRIES

P17301/P3583
Susan Barratt 6552400

X-Ref
1-002017-2017

Mr Tim Clynych
Chief Executive Officer
Shire of Bridgetown-Greenbushes
PO Box 271
BRIDGETOWN WA 6255

Dear Mr Clynych

P17301 WESFARMERS BUILDING (FMR)
Part of Lot 21 on Diagram 74158 being part of the land contained in Certificate of Title Volume 1813 Folio 767

P3583 BRIDGETOWN ROADS BOARD OFFICE (FMR)
Part of Lot 21 on Diagram 74158 being part of the land contained in Certificate of Title Volume 1813 Folio 767

In October 2011, we wrote to you and other stakeholders seeking written comments on the proposed entry of *Wesfarmers Building (fmr) & Bridgetown Roads Board Office (fmr)* in the State Register of Heritage Places.

At that time, aerial photography appeared to show that the façades of both of these buildings extended beyond the lot boundary into the Steere Street Road Reserve. Main Roads advised that they did not support registration of the road reserve due to the possible reactivation of the 2006 Bridgetown Heavy Haulage Deviation Plan. Stakeholder consultation stalled at this point and was then deferred.

Since these places were considered back in 2011, GIS technology, allows for more accurate mapping of building outlines using current aerial imagery and cadastre datasets. A GIS based reinvestigation of new data for the place came to the conclusion that the footprint of both buildings extends to the footpath only, and does not extend into the road reserve as originally thought.

The Heritage Council's Register Committee recently re-considered the updated draft assessment documentation and proposed new curtilage for *Wesfarmers Building (fmr) & Bridgetown Roads Board Office (fmr)* and resolved to amend the curtilage to exclude the road reserve. The Register entries will now be based on the three enclosed documents for each place:

- Updated draft assessment documentation
- HCWA Curtilage Map – showing the area of land that is proposed to be registered, which now excludes the Road Reserve.
- HCWA Zones of significance – showing level of significance of the various areas

In 2011, we received comments from you supporting the interim registration of both *Wesfarmers Building (fmr) & Bridgetown Roads Board Office (fmr)* on the condition

stateheritage.wa.gov.au
info@stateheritage.wa.gov.au

that the Road Reserve was excluded from the proposed curtilage for both of these places. As the curtilage has now been amended to exclude the reserve, we are once again seeking your written comments on the proposed entry of *Wesfarmers Building (fmr) & Bridgetown Roads Board Office (fmr)* in the State Register of Heritage Places.

Please make your submission using the attached form. If you would like to provide additional comments or information, these can be submitted in a separate attachment. Please send your submission to us by post or fax, or email info@stateheritage.wa.gov.au by **Tuesday 20 June 2017**.

The *Heritage of Western Australia Act 1990* (Sections 23 [4] and [5]) requires that the relevant local government be invited to nominate a person to attend the meeting at which the proposed registration of a place will be considered. It is entirely your decision whether you nominate someone to attend.

If you choose to nominate an attendee, they become a voting member of the Register Committee when *P17301 Wesfarmers Building (fmr) & P3583 Bridgetown Roads Board Office (fmr)* are considered. At the meeting your nominee will be asked to present the views of the local government on the proposed registration. Further material including the recommendation to be considered by the Register Committee will be provided to your nominated attendee once a meeting has been scheduled.

The decision of the Register Committee is confidential until your Council has been officially notified. Should you have any queries relating to these confidentiality provisions, please do not hesitate to contact me on 6552 4000.

Please indicate whether you would like to attend this meeting on the attached form, and you will be notified of the meeting date once scheduled if you have opted to attend.

Please note that the owners listed on page one of the assessment documentation have also been asked to comment on the proposed registration.

If you would like more time to consider the documentation, or to discuss registration, please contact Penny O'Connor, Director Assessment and Registration on 6552 4000 or the above email. We look forward to hearing from you.

Yours sincerely



Philip Griffiths
Chair Register Committee
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**DOCUMENTATION OF PLACES
FOR ENTRY IN THE
REGISTER OF HERITAGE PLACES**

1. **DATA BASE No** 17301
2. **NAME** Wesfarmers Building (fmr), Bridgetown (1923- 24; 1935; 1938)
FORMER NAME (or OTHER NAMES) Westralian Farmers Limited, Bridgetown, Blackwood Rural Services
3. **LOCATION** Lot 21, 17 Steere Street, Bridgetown
4. **DESCRIPTION OF PLACE INCLUDED IN THIS ENTRY**
Part of Lot 21 on Diagram 74158 being part of the land contained in Certificate of Title Volume 1813 Folio 767
5. **LOCAL GOVERNMENT AREA** Shire of Bridgetown-Greenbushes
6. **OWNER**
Noel Desmond Holdsworth and Beverley June Holdsworth
7. **HERITAGE LISTINGS**
 - Register of Heritage Places: _____
 - National Trust Classification: _____
 - Town Planning Scheme: _____
 - Municipal Inventory: _____
 - Register of the National Estate: _____
8. **CONSERVATION ORDER**

9. **HERITAGE AGREEMENT**

10. **STATEMENT OF SIGNIFICANCE**

Wesfarmers Building (fmr), Bridgetown, a former fruit packing shed and cool room (1923-1924) constructed of timber and iron, and a brick office/showroom (1938), has cultural heritage significance for the following reasons:

the place was built for Westralian Farmers Limited, which became the largest co-operative organisation in Australia;

the place was the first large central fruit packing shed constructed in the State and led the way in the installation of mechanised grading equipment and innovative packaging, which enabled the growth of the industry and the development of an important export commodity;

the place reflects the growth and development of Bridgetown as the pre-eminent apple growing centre in Western Australia and its expansion (1934-35) and extension (1938) are evidence of the district's importance to the apple market in the post World War II period;

the place is a significant element in the central townscape of Bridgetown and defines the north side of the railway precinct in a complementary manner; and

the place is highly valued by the local community for its long-term association with the apple industry in the district and the provision of rural services by Westralian Farmers Limited and its successors.

Other storage sheds on the site are of no significance.

11. ASSESSMENT OF CULTURAL HERITAGE SIGNIFICANCE

The criteria adopted by the Heritage Council in November 1996 have been used to determine the cultural heritage significance of the place.

PRINCIPAL AUSTRALIAN HISTORIC THEME(S)

- 3.5.3 Developing agricultural industries
- 3.8.5 Moving goods and people on land
- 3.12.2 Developing sources of fresh local produce
- 3.12.4 Preserving food and beverages
- 3.15 Developing economic links outside Australia
- 4.5 Making settlements to serve rural Australia
- 8.14 Living in the country and rural settlements

HERITAGE COUNCIL OF WESTERN AUSTRALIA THEME(S)

- 104 Land allocation & subdivision
- 107 Settlements
- 111 Depression & boom
- 209 Technology and technological change
- 302 Rural industry & market gardening
- 501 World Wars & other wars

11.1 AESTHETIC VALUE*

Wesfarmers Building (fmr), Bridgetown, with its strong horizontal proportions and considered detailing, is a good example of a single storey commercial building in Bridgetown. (Criterion 1.1)

The central Bridgetown area is particularly picturesque townscape set on rising topography with a number of buildings from the Federation and Inter-War periods. *Wesfarmers Building (fmr) Bridgetown* makes an important and complementary contribution to this townscape and its railway precinct. (Criterion 1.3 and 1.4)

11.2. HISTORIC VALUE

Wesfarmers Building (fmr), Bridgetown, was developed as one of the largest fruit packing sheds in Western Australia, and also as the premises from which Westralian Farmers Limited, the largest co-operative organisation in this State, provided various services including retail of agricultural supplies. (Criterion 2.1)

The first and second stages of development of *Wesfarmers Building (fmr), Bridgetown*, in 1923-24 and 1934-38, are evidence of the considerable growth and development of Bridgetown and the expansion of the apple growing industry at this time. The establishment of a dehydration plant during World War II, and

* For consistency, all references to architectural style are taken from Apperly, R., Irving, R., Reynolds, P. *A Pictorial Guide to Identifying Australian Architecture. Styles and Terms from 1788 to the Present*, Angus and Robertson, North Ryde, 1989.

For consistency, all references to garden and landscape types and styles are taken from Ramsay, J. *Parks, Gardens and Special Trees: A Classification and Assessment Method for the Register of the National Estate*, Australian Government Publishing Service, Canberra, 1991, with additional reference to Richards, O. *Theoretical Framework for Designed Landscapes in WA*, unpublished report, 1997.

the post-war (1946-47) extensions to the place, illustrate the anticipated re-establishment and growth of a significant export trade in apples. (Criterion 2.2)

Wesfarmers Building (fmr), Bridgetown, erected for Westralian Farmers Ltd (later Wesfarmers), was the first large central packing shed in Western Australia and introduced state-of-the-art mechanised grading equipment, together with innovative packaging, that was the forerunner to packing sheds built at all major apple producing centres from the late 1930s. (Criteria 2.3 & 2.4)

11. 3. SCIENTIFIC VALUE

Wesfarmers Building (fmr), Bridgetown, has the potential to yield information relating to the activities of the State's largest co-operative, Westralian Farmers Limited, its very significant role in the development of the fruit industry in this State, particularly the apple industry, in which it was innovative and played a leading role for more than 50 years. (Criteria 3.1, 3.2 and 3.3)

11. 4. SOCIAL VALUE

Wesfarmers Building (fmr), Bridgetown, is highly valued by the local community for its long-term association with the apple growing industry in the district, and the provision of rural services by Westralian Farmers Limited and its successors that continued into the early 2000s. (Criterion 4.1)

Wesfarmers Building (fmr), Bridgetown, contributes to the community's sense of place as a significant element in the townscape since the 1920s-30s. (Criterion 4.2)

12. DEGREE OF SIGNIFICANCE

12. 1. RARITY

Wesfarmers Building (fmr), Bridgetown, includes the southernmost portion of the large central fruit packing shed purpose-built in 1934-35, which was the forerunner of such facilities in all major apple growing areas in this State, and has considerable rarity value despite its diminution by removal of northern portions of the complex that was about 420 ft. long at its peak. (Criteria 5.1 and 5.2)

12. 2 REPRESENTATIVENESS

Wesfarmers Building (fmr), Bridgetown is a good representative example of the style of fruit packing shed typically associated with the distribution of fruit that were constructed in the South-West of Western Australia in the inter-war period.

12. 3 CONDITION

Wesfarmers Building (fmr), Bridgetown is in good condition and has been well maintained.

12. 4 INTEGRITY

Wesfarmers Building (fmr), Bridgetown displays a high degree of integrity. Although the building is no longer used for its original purpose as a fruit packing shed, it is used for similar and compatible purposes as an office and warehouse for a rural distributorship.

12.5 AUTHENTICITY

Although a large proportion of the extensive sheds that were originally part of *Wesfarmers Building (fmr) Bridgetown* have been removed, the remaining fabric has had little alteration. The front façade appears to be intact. There have been some alterations to the fenestration on the side façades and some changes to the fabric and layout of the office areas, however, in general, *Wesfarmers Building (fmr), Bridgetown* displays a high degree of authenticity.

13. SUPPORTING EVIDENCE

The documentation for this place is based on the heritage assessment completed by Robin Chinnery, Historian, and Lynne Farrow, Architect, in 2009, with amendments and/or additions by the State Heritage Office and the Register Committee.

13.1 DOCUMENTARY EVIDENCE

Wesfarmers Building (fmr), Bridgetown, is a former fruit packing shed and cool room constructed of timber and iron, built for Westralian Farmers Limited in 1923-24, to which a large new timber packing shed was added in 1935, and a brick and iron office/showroom was added in the late 1930s.

In 1852, A. C. Gregory carried out the original survey of the Geegelup area. In 1855, the first pastoral leases in the district were granted to Edward Hester and John Blechynden, and in 1862, John Allnutt began to establish an orchard in the area laying the foundation of the fruit growing industry.¹ In 1868, the Geegelup townsite was surveyed by T. Campbell Carey, who suggested it be named Bridgetown.² On 4 June, the town of Bridgetown was proclaimed by Governor J. S. Hampton, after whom the main street was later named.³ On 9 June, the townsite was gazetted and the first 56 town lots were offered for sale.⁴

In the 1870s, the population of the district grew slowly, and by 1879 there were 20 households, and several stores and public houses. Pastoralism and timber cutting were predominant as the fledgling fruit growing industry faced difficulties due to its distance from markets and the lack of a ready means of transport to the city and ports.⁵

On 2 March 1891, the first railway in the South-West, the Boyanup-Bunbury line, was opened. It was connected to Perth with completion of the Bunbury-Perth South-West line in September 1893, and later that year the Boyanup-Bunbury line was extended to Donnybrook.⁶ The building boom in the wake of the Western Australian gold boom brought increased demand for sawn timber and numerous spot mills were opened in the Bridgetown area, bringing an increase in population.⁷ In 1898, the extension of the railway from Donnybrook to Bridgetown was opened, enabling the fruit growing industry to expand as a daily rail service gave access to city markets and the Goldfields. Following the completion of the railway many of the construction workers stayed to settle on holdings in the

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- 1 'Commemorating Fifty Years of Federation, 1901-1951: Nelson District Jubilee Celebrations' Battye Library PR 8679/BRI/51; & *Bridgetown Centenary Year 1868-1968* (Shire of Bridgetown, 1968) p. 4.
 - 2 Letters from Assistant Surveyor T. Campbell Carey to Surveyor General Captain Roe, 2 Feb. & 20 April 1868, in *Bridgetown Centenary Year* op. cit., p. 3.
 - 3 *Government Gazette* 16 June 1868.
 - 4 *Government Gazette* 30 Sept. 1868.
 - 5 May, John 'Recollections' in *Blackwood Times* 16 March 1934; & *Bridgetown Centenary Year* op. cit., p. 7.
 - 6 Woods, P., Gunzberg, A. & Goss, P. *Bunbury-Boyanup Railway: 100 Years 1891-1991* Leschenault Railway Preservation Society Inc., 1991, pp. 4-7.
 - 7 Gaines, C. *Bridgetown: One Hundred Years of History* Typescript, Perth, 1970 & 1976, p. 15.

Bridgetown district, further boosting the local population, and the town and district continued to develop in the early 1900s.⁸

In the early 1900s, fruit production increased and apples and pears from the Sussex and Blackwood districts won high praise. Acreage planted to apples increased and rail cartage figures for fruit from Bridgetown grew from 9,702 cases in 1903, to 26,568 in 1907. Orchardists packed their own fruit and some neighbours packed together to be more cost effective. The main varieties of apple included Dunns, Yates, Cleopatra, Rome Beauty, Spitzenberg and Five Crown, which were most suited for export.

The cost of packing was a major concern for the Western Australian Fruit Growers' Association, which was formed in 1908, and Bridgetown Fruit Growers' Association, which was formed in 1909, particularly as the export market required uniformity and highest quality fruit. The Agriculture Department employed a packing instructor, who demonstrated apple packing at Bridgetown, where in anticipation of future large production the local association established a packing shed in 1914.⁹ This Associated Fruit Growers' Packing Shed was a timber framed building with a skillion roof with ready access to the railway.¹⁰ World War I (1914-18) adversely affected the fruit industry more than any other agricultural industry, and this shed closed during the war or shortly after. From 1916 to 1924, acreage under orchards fell around 20%, and then steadily increased in the remainder of inter-war period.¹¹

In 1918, Mount Barker Fruit Growers' Cool Storage Co-operative acquired the Associated Fruit Growers' old packing shed at Mount Barker and added a cold store, which proved successful. Westralian Farmers Limited, a producers' co-operative organisation founded in 1914, decided to enter the apple industry in 1918-19, and took over the export business of Associated Fruit Growers' Ltd., inheriting 'the smaller and more primitive shed' at Bridgetown, which became the foundation of its enterprise in the apple industry.¹² To avoid any overlap with other co-operatives in the fruit industry a three-way agreement was made between Mount Barker Fruit Growers' Cool Storage Co-operative that Westralian Farmers would not operate in the Mount Barker-Kendenup area and both would refrain from the local market that was to be the preserve of the Producers'

⁸ Gunzberg, A. & Austin, J. *Rails through the Bush* Light Railway Research Society of Australia, Melbourne, 1997, pp. 216-217; 'Commemorating Fifty Years ...' op. cit.; & *Bridgetown Centenary Year 1868-1968* op. cit., p. 7.

⁹ Powell, H. R. 'The Fruit Industry' in Burvill, G. H. *Agriculture in Western Australia: 150 years of development and achievement, 1829-1979* University of Western Australia Press, Perth, 1979, pp. 280-284; & *Bridgetown Centenary Year 1868-1968*, op. cit.

¹⁰ Photo of 'Associated Fruit Growers' Packing Shed, Bridgetown' in *Western Australia for the Settler* Government Printer, Perth, 1919, p. 69.

¹¹ Powell, H. R. 'The Fruit Industry' op. cit., pp. 284-286; Battye Research Note 670; & *Blackwood Times* 15 August 1912, p. 5.

¹² Smith, Kevin P. *A bunch of pirates: the story of a farmer co-operative: Wesfarmers* Westralian Farmers Co-operative, Perth, c. 1984, pp. 115-116, which states the company 'built a large packing shed to replace the smaller and more primitive shed' and added a cool store in 1920, but which is probably incorrect as the earlier source *The Co-operative Federation of Western Australia* Self-published, Perth, 1935, pp. 4-6 states these new buildings were erected in 1923-24. Note: Refer to these sources and Sandford, John *Walter Harper and the Farmers* Westralian Farmers Co-operative Limited Printing Works, Perth, 1955, for a detailed history of this co-operative venture through to 1984. There has not been a comprehensive study of the co-operative movement in Western Australia.

Markets Ltd., in Perth.¹³ Westralian Farmers joined the Fruit Shippers Committee that allocated space on refrigerated vessels and the company shipped more than 43,000 cases of apples in its initial year in the export industry, which increased to 153,000 cases in 1923.¹⁴ Initially it sold its apples through the Overseas Farmers Co-operative Federation but with continuing growth in the export market Westralian Farmers and the Mount Barker Co-operative decided to establish an office in London.¹⁵

In 1923-24, one of the major undertakings by Westralian Farmers Limited was the erection of a 'cool storage plant and buildings at Bridgetown.'¹⁶ In March 1924, Westralian Farmers Co-operative Limited acquired Lot 797, a large lot that allowed for future development adjacent to the railway with vehicular access from Steere Street.¹⁷

In 1927, Westralian Farmers Limited exported 390,000 cases of apples.¹⁸ In the inter-war period, the company expanded its activities in the fruit industry and built central packing sheds at all major apple growing centres and at Albany, with Bridgetown becoming one of the largest such facilities in the State.¹⁹ This expansion exemplified the company's significant growth and development in the 1920s. In 1922-23, its machinery branch established a Wool Department and wool stores at Leighton.²⁰ In 1923-24, in addition to the new facilities at Bridgetown, the company's other major undertaking was establishment of the first broadcasting station 6WF in Western Australia, which was subsequently sold to the Australian Broadcasting Company in 1928.²¹

In 1925-26, Westralian Farmers Limited vigorously expanded its activities in the dairy industry, erecting the Pascomi Factory in Perth, the first milk pasteurisation plant in the State, and undertook butter manufacture at Manjimup, Margaret River, Northam and Albany, with receiving depots for cream at Harvey and Bridgetown. Its Dairy Division (comprising Masters and Sunnywest Dairies) grew to supply 56.6% of the State's milk consumption by 1984. Acquisition of H. J. & F. Simper, Fruit and Produce Merchants enabled expansion into export of fruit and eggs, and the Honey Pool of Western Australia, which became the State's principal marketing agency for honey, was organised to process, grade and market honey under the trade name 'Wescobee'.²² With its involvement in the international marketing of agricultural produce, including wheat, wool and fruit, Westralian Farmers developed shipping expertise that was significant to the State's export industries through into the World War II period.²³

13 Smith, Kevin, P. *ibid*; & Sandford, John, *ibid*, p. 89.

14 Smith, Kevin P., *op. cit.*

15 *ibid* (the London office was managed by P. Mauger (who was seconded from Westralian Farmers) for about 30 years until he died in the early 1950s).

16 *The Co-operative Federation of Western Australia* Self-published, Perth, 1935, p. 6.

18 Smith, Kevin P., *op. cit.*

18 Smith, Kevin P., *op. cit.*

19 *The Co-operative Federation of Western Australia* Self-published, Perth, 1935, pp. 6-7; & Smith, Kevin, P., *op.cit.*

20 *The Co-operative Federation of Western Australia* Self-published, Perth, 1935, p. 6.

21 *ibid*; & Smith *A Bunch of Pirates*

22 *ibid*, pp. 6-7.

23 Smith, Kevin P., *op. cit.*, pp. 124-135.

In February 1925, after the Minister for Agriculture approved a 'Packing Class for Export Fruit', the Bridgetown Fruit Growers' Association applied to the Education Department to hold half day classes for 12 students from the local secondary school.²⁴ The Director of Education approved a trial for students over 14 years of age, however, the Minister for Education initially refused to approve the scheme due to concerns the students were to be used as cheap labour.²⁵ After advice that many of the parents were orchardists and the classes would be to their benefit, a trial of the scheme was approved.²⁶ However, this decision came too late for the season and places set aside for school students had been given to young adults who each paid 10s. for the training.²⁷ Subsequently a weekly class in fruit packing was sometimes included in adult education classes at Bridgetown, including classes for unemployed men seeking work in the fruit packing industry.²⁸

In 1933-34, after considerable investigation Westralian Farmers Limited decided 'to install a Central Packing Shed at Bridgetown as a first step to shipping uniform guaranteed lines of fruit capable of competing with foreign grown fruit on the overseas markets'.²⁹ On 12 November 1934, at a meeting to discuss the proposal, J. McNeil Martin, President of the Fruit Growers' Association, reported that growers at Mount Barker using a central packing shed found it cost effective and more productive due to the more rigid inspection of fruit.³⁰ He noted up to 90% of fruit passed through the central shed in some districts in the eastern states, and colour grading could also be overcome with greater ease.³¹ A central packing shed would enable local inspection of fruit and delivery direct to the ship's saving multiple handling at Fremantle and growers would no longer face rail and handling charges for reject fruit.³² In the 1930s, when Westralian Farmers sought reduced freight rates, Conference Lines threatened to refuse to carry their fruit, so the company chartered small swift modern vessels, which also enabled export of apples to the previously un-tapped Middle Eastern market.³³

In November 1934, Westralian Farmers began making plans for the expansion of the Bridgetown branch, and purchased additional land at the rear of the existing property.³⁴ Management representatives met with the local directorate and growers' delegates at Bridgetown to discuss proposals to erect a new central packing shed. The manager of the fruit department, Mr Simper, reporting on his inspection of central fruit packing sheds in New South Wales, Victoria and South Australia,³⁵ stated that the quality of fruit to be exported needed to be improved in order for W.A. growers to regain their reputation on overseas markets.³⁶ By

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- 24 Alfred Lowe, Secretary Bridgetown Fruitgrowers' Association, to Chief Inspector of Education Dept., in Bridgetown High School: Classes in Fruit Packing, SROWA Cons. 1497 Item 1925/0151, 1 Feb. 1925.
25 Correspondence in *ibid*, Feb. 1925.
26 Correspondence in *ibid*, March 1925.
27 Correspondence in *ibid*, March 1925.
28 Correspondence in *ibid*, March-July 1929.
29 Directors Report and Balance Sheets, Westralian Farmers Limited, 1933-34, p. 1.
30 *Blackwood Times* 23 November 1934, p. 6.
31 *ibid*.
32 *ibid*.
33 Smith, Kevin, P. *op.cit.*, pp. 117-118.
34 *Blackwood Times* 16 November 1934, p. 3.
35 *Blackwood Times* 30 Nov. 1934 & 15 March 1935, p. 3
36 *Blackwood Times* 30 Nov. 1934, p. 3.

late 1934, plans for the proposed central packing shed were complete and included structural alterations to the existing building.³⁷ Office staff were relocated to a dwelling facing Steere Street until the new offices were built.³⁸

In January-February 1935, work on the new central packing shed proceeded rapidly and the large new fruit grader, the first in the State, was installed. Other than the foreman and packers few people had experience in colour grading so young boys and girls were selected and trained in time for the beginning of the picking season that ran from February to May.³⁹

On 4 March 1935, a very large number of growers attended the official opening of the new packing shed by Charles Walter Harper, chairman of directors of Westralian Farmers Ltd.⁴⁰ Speakers included E. Fisher, Manager of Westralian Farmers Ltd. at Bridgetown, who said the new grading machine had been 'especially designed and manufactured by an Eastern State firm' to facilitate grading to accord with new Commonwealth apple export regulations.⁴¹ The grading operation was described as follows:

With the colour grader the apples are placed in a hopper which revolves each fruit rapidly, in front of a team of girls, enabling them to see the whole of its surface, so that they have no difficulty in determining the percentage of colour on each. The girls are thus able quickly to classify the apples into "extra fancy", "fancy" and "choice", each of which is placed on its respective section of an elevator, and carried to the automatic grader which grades them according to size. The fruit are then conveyed in turn to the packer, who is thus kept supplied with a line of fruit even in both colour and size. The machine keeps ten packers supplied with fruit, and the average output for an eight-hour working day is stated to be 800 cases. The packed fruit goes direct into the firm's cool store, which has the capacity of 25,000 cases.⁴²

Apples exported by the company would be 'a district pack', and 'attractive case labels' would record the size or count and the colour of apples in each package, which was an innovation.⁴³ The completion of the packing shed enabled the company's 'first export of a standard grade and uniform pack of specially selected apples.'⁴⁴ The new shed with its most up to date sizing machines and other labour saving equipment was the forerunner of new central packing sheds established at all major apple growing centres from the late 1930s.

In November 1935, an application for additions to the Packing Shed & Store' was approved subject to a further inspection of the site by the Chairman and Secretary of the Roads Board, but no details of the additions were recorded and it is not known whether they proceeded.⁴⁵

On 19 February 1937, a 300 ft. x 60 ft. central packing shed containing two Harvey twin graders was built at Bridgetown for produce agents Paterson & Co.

37 *Blackwood Times* 21 Dec. 1934, p. 1, 4 & 11 Jan. 1935, p. 1 & p. 2 respectively.

38 *Blackwood Times* 11 Jan. 1935, p. 2.

39 *ibid.*, 1 & 22 Feb. & 8 March 1935, p. 2 & p. 3 respectively.

40 *Blackwood Times* 8 March 1935, p. 3; & *West Australian* 5 March 1935, p. 9. For a detailed account of Walter Harper and Westralian Farmers refer to Sandford, John *Walter Harper and The Farmers* Westralian Farmers Co-operative Limited Printing Works, Perth, 1955.

41 *West Australian* 5 March 1935, p. 9.

42 *ibid.*

43 *ibid.*

44 *The Co-operative Federation of Western Australia* Self-published, Perth, 1935, p. 7.

45 Bridgetown Roads Board Minutes, SROWA Cons. 1317 Item 107, 8 Nov. 1935.

(P3220 *Paterson & Co Fruit Packing Shed Complex* - RHP) Described as having the latest technology, the Paterson & Co shed operated in direct competition with that of Westralian Farmers'.⁴⁶

In 1938, plans drawn up by architects Oldham, Boas & Ednie-Brown for a large case stacking shed for Westralian Farmers and a proposed two storey office block with a 78 ft frontage to Steere Street, were abandoned. Instead the company decided 'to extend the store and office accommodation and improve their Bridgetown branch by adding a new concrete frontage containing offices and showrooms'.⁴⁷

In the late 1930s, apples were the most important fruit crop in Western Australia encompassing 50% of orchard development in the State, with a large export trade to the United Kingdom and Scandinavia, and a burgeoning trade with South-East Asia in addition to the local market. In 1938-39, more than 1.8 million cases of apples were produced in Western Australia, a record to that date.⁴⁸ The packing shed at Bridgetown remained Westralian Farmers Ltd largest central packing shed throughout its operational life. With 7,000 Western Australian farmers as shareholders, the company was the largest co-operative organisation in this State.⁴⁹

In 1940, following the outbreak of World War II, the Commonwealth legislated to purchase all apple and pear crops, and to compensate growers in all fruit producing states, as well as utilising the fruit export facilities of Westralian Farmers Limited. During the war, Westralian Farmers Limited endeavoured to maintain its export trade to the Far East, but this proved difficult as refrigerated shipping space was largely restricted for war purposes. In 1941, the export of fresh fruit ceased other than a very small amount exported to Asia. The acquisition scheme continued to apply to the two main fruit producing states, Western Australia and Tasmania, until 1951, when normal export of fruit finally resumed.

In 1942, the Commonwealth Department of Commerce funded the installation of a modern dehydration plant at *Wesfarmers Building (fmr), Bridgetown*.⁵⁰ The plant proved successful and during 1943-44, it produced 110 tons of dried apples, which were shipped to Britain for the Ministry of Food and supplied to the Australian and American armed services. Large apple dehydration plants were also established at Donnybrook and Mount Barker, and at *Greenbushes*, and elsewhere in Australia, most of which were dismantled post-war, including the plant at *Wesfarmers Building (fmr), Bridgetown*, which was dismantled in 1947.⁵¹

In early 1946, Westralian Farmers Limited announced that a new packing shed would be erected at Boyup Brook and a shed would be acquired at Manjimup.⁵² In 1946, the company's exports were restricted to 'countries north of Australia'

46 *Blackwood Times* 2 Oct. & 16 Dec. 1936, 5, 19 & 26 Feb. 1937.

47 *West Australian* 13, 17, 18 & 20 August 1938 & 28 Jan. 1939; & *Western Mail* 2 March 1939, p. 23.

48 Peterkin, Roy A. *The Industrial Development of Western Australia: A Handbook of Information on the Primary and Secondary Industries of the State* Government Printer, Perth, 1942, pp. 66-67.

49 *ibid.*

50 Directors Report and Balance Sheets, Westralian Farmers Limited, 1939-40, 1940-41 & 1942-43; & Sandford, John, *op. cit.*, p. 228.

51 *ibid.*; & Powell, H. R., *op. cit.*, p. 289; & Smith, Kevin P., *op. cit.*, p. 119.

52 Directors Report and Balance Sheets, Westralian Farmers Limited, 1945-46.

except for a shipment to Sweden. This was mainly due to limited availability of shipping and competition from other suppliers.⁵³ There was also a shortage of timber packing cases that Westralian Farmers resolved by purchasing Coppinup Mill, near Manjimup. Production was increased and it became the largest case mill in the State, producing 200,000 apple cases and 70,000 other cases for fruit export.

In October 1946, plans for proposed alterations to Westralian Farmers' Siding at Bridgetown show part of the siding to be relocated away westwards from the existing buildings, and the proposed demolition of two free standing long narrow buildings parallel to the northern end of the realigned siding.⁵⁴ A 1947 plan shows the new packing shed, erected to replace the two abovementioned buildings, connected to the other buildings by a north-south platform running almost the full length of the western side of the buildings.⁵⁵ The total length of 'Westralian Farmers Co-op Private Siding' at this time was around 420 ft.⁵⁶

In 1948-49, Westralian Farmers Limited erected new central packing sheds at Donnybrook and Manjimup, which, together with the pre-existing sheds at Bridgetown, Balingup and Boyup Brook, enabled the handling of a record volume of apples. In 1950-51, following the repeal of wartime restrictions, export of apples and pears resumed, which the company again managed in co-operation with Mount Barker Co-operative Ltd.⁵⁷

In the early 1950s, development of fruit growing, particularly apples, was discouraged by high prices for other agricultural produce. From 1957, there was renewed interest in apple growing and plantings increased, resulting in the production of 2,870,187 bushels, the largest crop to that date. In the interim there were considerable advances in disease control, and introduction of chemicals to improve cropping and other improvements in cultivation were significant in increasing production. Efforts to reduce incidence of bruising on export apples saw a change-over from timber cases to cardboard cartons, introduction of harvesting in bulk bins and later export of graded apples in bulk bins, and the development of cell packs and tray packs.

Westralian Farmers Limited, was the first exporter to introduce an American system to dip or spray Granny Smith apples to prevent scald, replacing the use of expensive imported oil impregnated paper. They continued to be an active member of the W. A. Fruit Shippers' Committee promoting a more rapid turnaround of vessels, and with the Mount Barker Co-operative operated W. A. Co-operative Fruit Export in London, promoting Western Australian fruit in Britain and Europe.

In 1969, specially designed refrigerated shipping containers that were loaded at the packing shed were introduced, increasing the use of road transport, which was more flexible than rail. However, the loss of the British market consequent to the United Kingdom joining the European Economic Community in 1973, were

53 Directors Report and Balance Sheets, Westralian Farmers Limited, 1946-47.

54 'Proposed alterations to Westralian Farmers Siding', in WAGR plans: Bridgetown – Development of Siding for Westralian Farmers, op. cit., drawn 7 Oct. 1946.

55 'Westralian Farmers' Siding, As Constructed' in *ibid*, drawn 13 June 1947.

56 'Westralian Farmers Co-op Private Siding' in *ibid*, 22 August 1948.

57 Directors Report and Balance Sheets, Westralian Farmers Limited, 1948-49 7 1950-51.

significant in the demise of central fruit packing sheds, including that at *Wesfarmers Building (fmr), Bridgetown*, in the 1970s.⁵⁸

In October 1970, an aerial photograph of Steere Street shows the brick office fronting the street, the parking area at the east, and the full length of the timber packing shed and siding prior to removal of the northern portions of the building in the late twentieth century.⁵⁹

In 1971, a record 1,875,000 bushels of apples were exported from Western Australia, and the local market was over-supplied, as it was again in 1975, but cool storage enabled larger quantities to be held until prices improved.⁶⁰ In 1972, Wesfarmers and Paterson & Co. Ltd., which was a subsidiary of Elders Goldsborough Mort, agreed to integrate all of their Western Australian fruit handling operations, with a new company named W. A. Fruit Exports that began operating on 11 December.⁶¹ Apple exports to the Singapore and to the Eastern States were significant in some years, and large quantities were exported to Europe in 1977.⁶²

From the late 1970s, the introduction of new varieties of apples grafted onto root stock that required irrigation saw the demise of commercial apple growing in the Bridgetown district, which did not have access to suitable water supply for irrigation such as that available at Donnybrook and Manjimup.⁶³ Consequently the packing shed at *Wesfarmers Building (fmr), Bridgetown* ceased operation, but the company continued its other services and operations from the premises through the 1980s. In the early 1980s, the northernmost portions of the packing shed were removed, and machinery from the cool room was re-located to Mokerdillup House for display.⁶⁴

In 1984, Wesfarmers Ltd. became a publicly listed company, which in the late twentieth century and early 2000s, has diversified beyond agriculture and encompasses a wider range of primary and secondary industries. Through the 1980s, Wesfarmers continued to operate from *Wesfarmers Building (fmr), Bridgetown* as a rural supplier and real estate agent.

On 28 March 1990, Lot 21 was transferred to Noel Desmond Holdsworth and Beverley June Holdsworth, of 16 Steere Street, Bridgetown, as joint tenants, and a portion of the Lot was leased to Wesfarmers.⁶⁵ In July 1996, the lease was transferred to Wesfarmers Dalgety Ltd. to reflect the change in the business.⁶⁶ In c. 2003, the agency transferred from Wesfarmers Dalgety Ltd. to Elders.⁶⁷

58 Powell, H. R., op. cit., pp. 290-293; & Smith, Kevin P., op. cit., pp. 142-143.

59 Aerial Surveys Australia, Steere St., Bridgetown, 12 Oct. 1970, Battye Library Pictorial Collection Online image 263081PD.

60 Powell, H. R., op. cit., p. 293.

61 Smith, Kevin P., op. cit., pp. 143-144.

62 Powell, H. R., op. cit., p. 293.

63 Bill Sutton, interview, 6 May 2005, cited in Assessment document *Paterson & Co Fruit Packing Shed Complex* (RHP 3220), p. 12; and Reg Giblett, op. cit.

64 Nomination Assessment Form for *Wesfarmers Building (fmr), Bridgetown*, p. 1. Notes that that the Company has not retained property records relating to the place and no Shire records relating to any changes to it were located.

65 Certificate of Title Vol. 1813 Fol. 767.

66 Certificate of Title Vol. 1813 Fol. 767.

67 John Luscombe, conversation with Robin Chinnery, 24 March 2009.

In 2008, there was community concern for the future of *Wesfarmers Building (fmr), Bridgetown*, which was seen to be under threat as the preferred option for the route for the proposed Bridgetown Bypass, which was being considered by the Minister for Planning, and the place was nominated for assessment for Entry in the Register of Heritage Places.⁶⁸

In 2017, Blackwood Rural Services operates from *Wesfarmers Building (fmr), Bridgetown*, and continues to operate as a retail outlet for agricultural merchandise and services. The office/showroom continues in use for its intended purpose and the adjoining area at the rear, formerly the southern portion of the packing shed, accommodates the warehouse.

13.2 PHYSICAL EVIDENCE

Bridgetown is a small picturesque rural town with a population of about 2,500 located about 100 kms south of Bunbury. The town centre is sited on the east bank of the Geegelup Creek, a tributary of the Blackwood River. The main street is Hampton Street, which follows the creek in a roughly north-south axis. The railway runs along behind the lots bordering the east side of Hampton Street

Wesfarmers Building (fmr), Bridgetown, is a former fruit packing shed and cool room constructed of timber and iron, built for Westralian Farmers Limited in 1923-24, to which a large new packing shed was added in 1935, and a brick construction single storey office/showroom was added in the late 1930s. The showroom has a hipped corrugated iron roof behind a brick parapet and the warehouse, formerly a fruit packing shed and cool room, has a butterfly hipped corrugated iron roof with a double gable at the rear façade. A skillion storage section which tapers in towards the north has been added to the western wall of the shed. There is no visible evidence of the extensive additions to the north of the existing warehouse, which have been removed.

Wesfarmers Building (fmr), Bridgetown is located on Lot 21, Steere Street, approximately 100 metres east of the junction of Hampden Street, which is the location of the offices of the Shire of Bridgetown-Greenbushes and the geographical centre of town, which contains a number of buildings with heritage significance. The railway reserve runs along the west boundary of Lot 21, with a single track located about 7 metres from the west façade of *Wesfarmers Building (fmr)*, and the two buildings define the north end of the Bridgetown Railway precinct.

Lot 21 is a large Lot of 2,842 sq. metres, which is irregular in shape and has a short battle axe handle in the north-east corner which fronts onto Rose Street. *Bridgetown Roads Board Building (fmr)* is located on the south-east corner of the Lot, on the street frontage and about 2.7 metres from the east boundary. *Wesfarmers Building (fmr), Bridgetown* is sited on the western half of the Lot. The remainder of the site is used for carparking and storage of materials.

The front façade of *Wesfarmers Building (fmr), Bridgetown* showroom is constructed on the Lot boundary, and is rendered and painted with strong horizontal proportions. The wide entrance is placed slightly off centre, within a panel of painted brickwork. A flat concrete portico cantilevers over the doors and has a moulded cornice and decorated scrolled brackets. The front doors are a

⁶⁸ Nomination form, op. cit.

pair of wide solid jarrah doors, each with 8 square panels, which open up into an airlock with a second inner pair of glazed jarrah doors with matching full height side lights. The entrance is flanked by long horizontal windows which are divided into two panes, and at the west side is a further narrower window. Between the two western windows is a wide rendered pilaster with two grooved bands at the capital, and this grooved feature is repeated in the wider panels of rendered brickwork at each end of the façade. A shallow concrete hood projects over the windows, and above each hood is a spandrel of painted face brick surrounded by a narrow concrete frame. The two larger spandrels have 7 equally spaced terracotta vents at the top, and there are four vents below the window sills. A parapet runs the length of the façade in a single span over the capitals of the pilasters and panels and the concrete frame of the spandrels. This parapet is also rendered and painted plain apart from two bands of recessed masonry

The east façade is divided into two sections; at the south end of the façade is the face brick wall of the late 1930s addition which makes up about 25% of the façade and the remaining 75% of the façade consists of the white painted ship lap weatherboard of the 1923-4 shed. The brick section has a wide chimney breast which has a tall chimney over and is flanked by a pair of double hung timber sash windows. The roof over this section is hipped with a small vented Dutch gable at the apex and a rounded ridge. A section of brickwork extends under the shed roof and contains a large double hung timber sash window. In the weatherboard section, there are a number of different windows to the offices and store, including two double hung timber sash windows and one low level window. At the northern end of the façade are two tall sliding doors which lead into the warehouse and there are two matching timber windows at a high level, each has two panes of four lights.

The west façade, which faces the railway, is composed of three sections, the brick section of the late 1930s showroom, the tapering wall of the skillion storeroom, and the main plane of the warehouse recessed back at the northern end of the façade. There is a wide pair of doors in each of these sections and some high level windows that match those of the east façade.

The north (rear) façade is a double gable clad in shiplap weatherboards and there is no fenestration.

The front doors enter into a large open showroom. On the west side of the showroom is a large office which fronts onto the street. A small kitchen/store has been partitioned off the north end of this office. There is a large storage area to the north of the kitchen with a small store at its north end. On the east side of the showroom are a series of offices with two storerooms at the north end of the offices. A large warehouse is located to the rear of the showroom.

The showroom is approximately 11 metres wide and 22 deep. The floors are carpeted jarrah. The ceiling appears to have been introduced c. 1960s at a height of 3.2 metres and consists of panels supported on metal strips. The west wall is lined with plasterboard and the east wall is a glazed partition with a serving counter. A series of columns, some with brackets, punctuate the space in an irregular arrangement, the first line relating to the rear of the late 1930s section and the remaining supporting the warehouse structure. The main serving counter has been introduced at the rear of the showroom.

The office to the west of the showroom is approximately 5.6 metres wide and 8.5 metres deep. The wide fixed window on the south (front) wall is at ground level. The floors are 100 mm jarrah and walls are roughly plastered and painted. The ceiling is approximately 3.9 metres high and is constructed of fibre cement panels with battens. A tall external double door on the west wall is ledged and braced timber. A small kitchen/store room has been excised from the north end of the room and has a pair of tall panelled timber doors on the north wall, which open into the large storage area. This large store is 15 metres long and tapers from a width of 6 metres at the southern end to 3.3 metres at the northern end. The floors are concrete and the walls and ceiling are unlined. The small store to the north is 4 metres deep and tapers in width from 3.3 to 2.7 metres. This small store is lined and has a battened ceiling and a series of jarrah shelves on the west and north walls.

The warehouse is approximately 17.5 metres wide and 20 metres deep. The floor is concrete and the ceilings and walls are unlined, however in areas the internal face of the shiplap boards has been painted white. The pitching height of the trusses is approximately 3.9 metres. The roof is a butterfly and a series of posts down the centre of the space supports the box gutter. A series of opaque panels have been introduced to the roof to form skylights. The trusses are timber with metal rods and in some areas are reinforced at the eaves by large triangular metal plates. The bottom chords are painted white and have a series of black numbers stencilled on. There are two wide sliding ledged and braced external doors at each end of the east wall with a high level timber window between them, and a large sliding door towards the north end of the west wall, flanked by high level windows.

The condition of the building is generally good and it appears well maintained.

13.3 COMPARATIVE INFORMATION

Fruit packing sheds:

Most surviving commercial fruit packing sheds were constructed in the principal fruit growing regions of the State in the South-West and Great Southern regions in the inter-war and post World War II period. They were essentially utilitarian buildings most of which were timber or steel framed, clad with timber weatherboard, corrugated iron and/or fibrocement. The SHO database lists a small number of fruit packing sheds:

The most comparable place is P3220 *Paterson & Co Fruit Packing Shed Complex* situated on a terrace above South-West Highway, a notable landmark on the outskirts of Bridgetown. Erected in 1937, it is a long rectangular shaped, single storey utilitarian building with walls of timber weatherboards and asbestos cement sheeting, with a corrugated galvanised iron roof, with an office/shop front building of similar construction of smaller scale later converted to a veterinary hospital, and an iron clad shed with a skillion section (undated).⁶⁹ This packing shed, with a capacity of 100,000 cases, was by far the largest in the chain of packing sheds Paterson & Co.'s established in the fruit growing areas of the South-West and the Great Southern that included Donnybrook, Manjimup, Mount Barker, Balingup,

⁶⁹ Assessment document *Paterson & Co Fruit Packing Shed Complex* (RHP 3220)

Argyle, Greenbushes and Mullalyup.⁷⁰ It is not known how many of these packing sheds are extant. P15165 Paterson's Packing Sheds, Goodwood Road, Capel, reputedly owned and operated by Patterson & Co. from 1937 to 1977, were timber framed corrugated iron clad packing sheds with a concrete floor, of which only the floor remains.

P5012 *Donnybrook Railway Precinct* includes three fruit packing sheds dating from the 1940s, situated adjacent to the railway within the railway reserve. The largest of these sheds continues in use for packing and fruit and vegetables.

The SHO database includes two small packing sheds of stone construction with corrugated iron roofs built at Bridgetown (unknown dates), that are associated with single orchards. P3199 Packing Shed, Roe Street, Bridgetown, with later alterations that include aluminium windows. P3200 Packing Shed, Grays Hill Road, is believed to remain largely as built. Both of these places are included in the Municipal Inventory for Shire of Bridgetown-Greenbushes with a High level of Protection recommended.

P5000 Dehydration and Canning Factory, Donnybrook, a smaller, barn-like structure, was one of four places built for the dehydration of apples in the 1940s, which in recent years has been used as a retail outlet.

P23825 Myers Packing Shed, Denmark – associated with the once-strong fruit growing industry in Denmark, which reached its peak in the 1950s, exporting to Europe and the Far East. This export market was curtailed in the 1960s with the formation of the European Common Market. Consequently many of the orchards in and around the Denmark district were regarded as unviable and were left untended, or pulled out. The Myers Packing Shed also has a high level of rarity as it is the only fruit packing shed of its type remaining in the district.

P17587 Mount Barker Fruit Inspection & Dehydration Shed (fmr) (Demolished). Comprised a single-storey predominantly weatherboard clad building with a corrugated asbestos cement roof built in 1934, and extended in 1942 for the addition of a fruit dehydration plant.

Mount Barker Co-operative Fruit Growers' Cool Storage Society Ltd. established a central packing shed at Kendenup, where a modern new packing shed was erected on land leased from Western Australian Government Railways in 1943-44. This operated for some years, but was closed before that at Mount Barker.⁷¹ It has not been ascertained whether the packing shed at Kendenup remains extant.

Wesfarmers

The following registered place was the long-time administration headquarters for Wesfarmers:

- P2143 Wesfarmers Building (fmr), Wellington Street, Perth 1898 - a Federation Warehouse, four storey brick and steel framed office building, which functioned as the long-time administrative centre for the agricultural co-operative movement in Western Australia and is a physical

70 'Paterson & Co. Packing Sheds' Courtesy Bridgetown Historical Society.

71 Glover, Rhoda, op. cit., pp. 350-351.

representation of Wesfarmers' achievements in the primary industry sector.17301

Other places on the SHO database associated with the Wesfarmers include regional Co-operative buildings and rural agencies such as; P16970 Wesfarmers Building, Wyalkatchem (1928) – still in use in 2017 as a large retail outlet for farming equipment and still operated by Wesfarmers Landmark; P8217 Corrigin Co-op Building (1927); P12503 Wesfarmers's Agency, Burakin (1929); P6425 Wesfarmers Building, Coorow; P11904 Farmer's Cooperative, (Wesfarmers), Dalwallinu, and P11904, Wesfarmers Shop (fmr), Northampton.

Conclusion

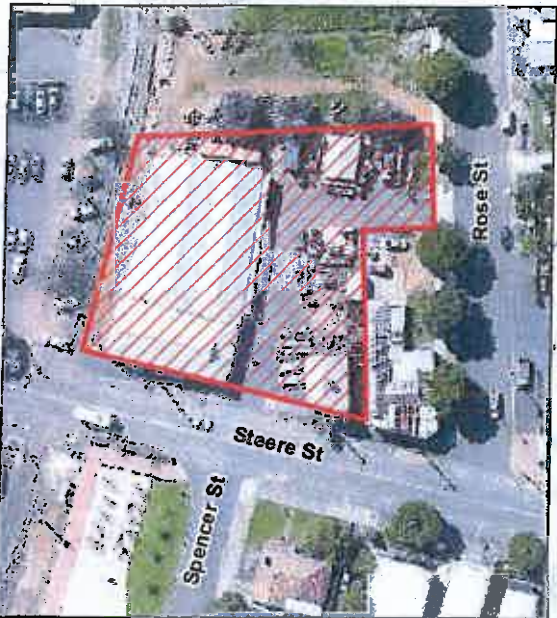
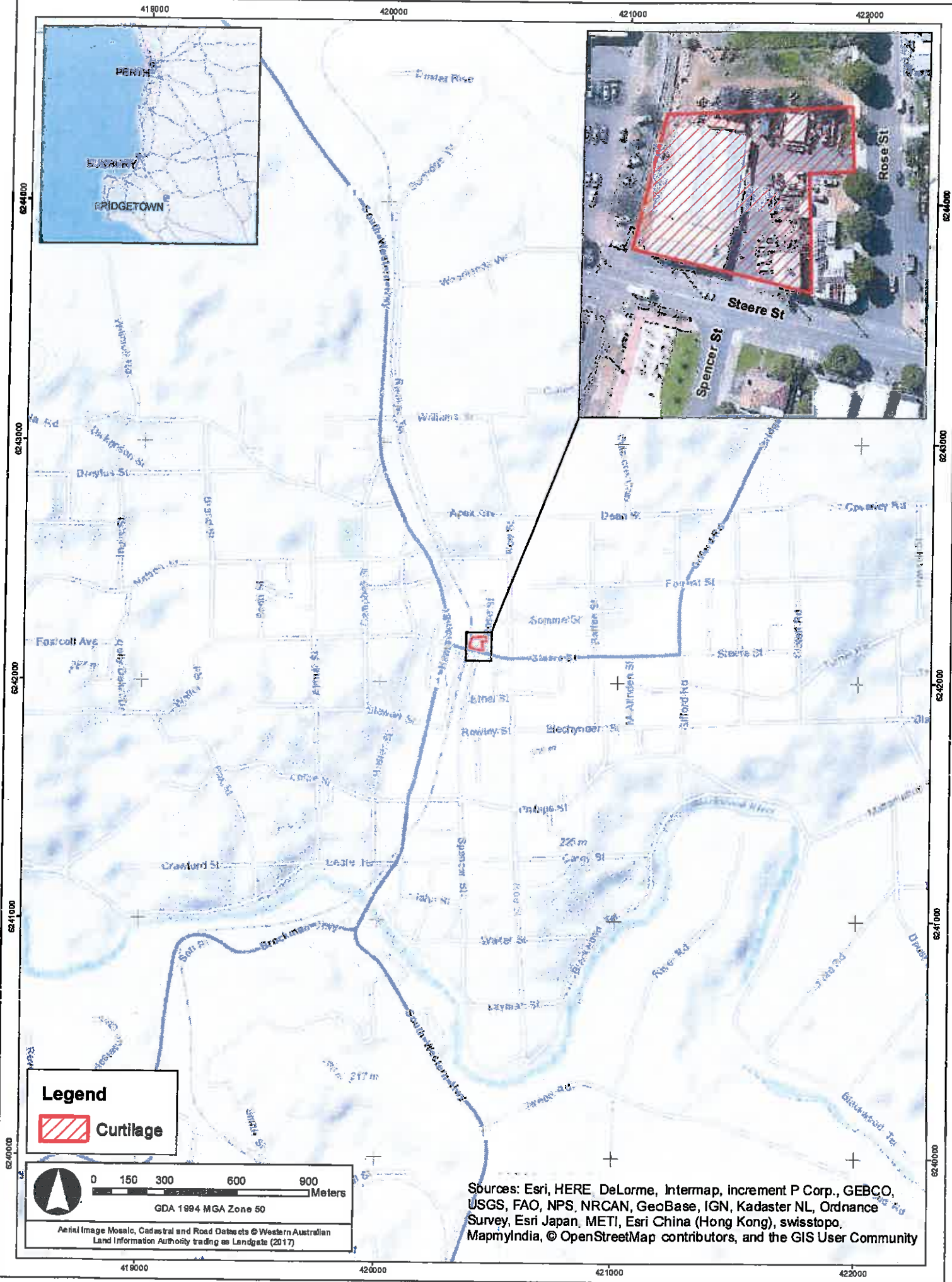
Wesfarmers Building (fmr), Bridgetown is primarily significant for its role as a former fruit packing shed. It was the largest central fruit packing shed erected to 1935, the first in the State in which grading machinery was installed, and the forerunner of central packing sheds built at all major apple growing centres in the subsequent period. At its peak the place was about 420 ft. in length, although it is now diminished in size due to the removal of the northernmost portions of the fruit packing shed. The only fruit packing shed of comparable size is the packing shed that forms part of P3220 Paterson & Co Fruit Packing Shed Complex, which is about 110m long.

13. 4 KEY REFERENCES

No key references.

13. 5 FURTHER RESEARCH

The only plans located were for the development of the rail siding for the packing shed. Wesfarmers do not retain any property files for the place and the Shire has record of any building applications for it. Further research may reveal additional information about Wesfarmers Building (fmr), Bridgetown including its designers and builders.



Legend

Curtilage

0 150 300 600 900 Meters
GDA 1994 MGA Zone 50

Aerial Image Mosaic, Cadastral and Road Datasets © Western Australian Land Information Authority trading as Landgate (2017)

Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community



HERITAGE COUNCIL
STATE HERITAGE OFFICE

HC CURTILAGE MAP P17301-A WESFARMERS BUILDING (FMR), BRIDGETOWN

MAP 2 OF 2 PREPARED BY BERNHARD KLINGSEISEN (SENIOR LAND INFORMATION OFFICER) 15/03/2017



Legend

-  Curtilage
-  Cadastre



0 5 10 20 Meters

GDA 1994 MGA Zone 50

Aerial Image Mosaic, Cadastral and Road Data etc © Western Australian Land Information Authority trading as Landgate (2016)







HERITAGE COUNCIL
STATE HERITAGE OFFICE

HC ZONES OF SIGNIFICANCE P17301-A WESFARMERS BUILDING (FMR), BRIDGETOWN

PREPARED BY BERNHARD KLINGSEISEN (SENIOR LAND INFORMATION OFFICER) 15/03/2017



Legend

-  Primary
-  Secondary
-  Intrusive
-  Cadastre



0 5 10 20
Meters

GDA 1994 MGA Zone 50

Aerial Image Mosaic, Cadastal and Road Dates els © Western Australian Land Information Authority trading as Landgate (2016)

**DOCUMENTATION OF PLACES
FOR ENTRY IN THE
REGISTER OF HERITAGE PLACES**

1. **DATA BASE No.** 3583
2. **NAME** *Bridgetown Roads Board Office (fmr) (1908)*
FORMER NAME Nelson Roads Board Offices (1908 -1917)
OTHER NAMES Bridgetown Roads Board
3. **LOCATION** Lot 21 Steere Street, Bridgetown
4. **DESCRIPTION OF PLACE INCLUDED IN THIS ENTRY**
 Part of Lot 21 on Diagram 74158 being part of the land contained in Certificate of Title Volume 1813 Folio 767
5. **LOCAL GOVERNMENT AREA** Shire of Bridgetown-Greenbushes
6. **OWNER**
 Noel Desmond Holdsworth and Beverley June Holdsworth
7. **HERITAGE LISTINGS**
 - Register of Heritage Places: _____
 - National Trust Classification: _____
 - Town Planning Scheme: _____
 - Municipal Inventory: Adopted 31/08/1996 _____
 - Register of the National Estate: _____
8. **CONSERVATION ORDER**

9. **HERITAGE AGREEMENT**

10. **STATEMENT OF SIGNIFICANCE**
Bridgetown Roads Board Office (fmr), a former Roads Board Office constructed of brick and iron in the Federation Free Classical style built in 1908, has cultural heritage significance for the following reasons:

the place is a fine intact and ornate example of a Roads Board building in the Federation Free Classical style and was reportedly the most elaborate and substantial Roads Board Office in the south-west when completed in 1908;

the place was designed by well known architect P. W. Harrison and is a fine example of his design work in the Federation Free Classical style and.

the place was built in 1908, and is associated with the development of the Bridgetown district which was flourishing due to the growth of the timber trade and fruit growing industry following the opening of the railway in 1898.

11. ASSESSMENT OF CULTURAL HERITAGE SIGNIFICANCE

The criteria adopted by the Heritage Council in November 1996 have been used to determine the cultural heritage significance of the place.

PRINCIPAL AUSTRALIAN HISTORIC THEME(S)

- 4.5 Making settlements to serve rural Australia
- 7.6.1 Developing local government authorities
- 8.14 Living in the country and rural settlements

HERITAGE COUNCIL OF WESTERN AUSTRALIA THEME(S)

- 107 Settlements
- 401 Government & politics
- 404 Community services & utilities
- 407 Cultural activities

11.1 AESTHETIC VALUE*

The ornate stucco modelling and erudite detailing of the pedimented frontage of *Bridgetown Roads Board Office (fmr)* is a fine example of the Federation Free Classical style. (Criterion 1.2)

Bridgetown Roads Board Office (fmr) is a fine example of the work of P. W. Harrison and was reportedly the most elaborate and substantial Roads Board Office in the South-West when completed in 1908. (Criterion 1.2)

The central Bridgetown area is set in rising topography and has a particularly picturesque townscape with a number of buildings from the Federation and Inter-War periods. *Bridgetown Roads Board Office (fmr)* makes an important and complementary contribution to the townscape of the central Bridgetown area and its railway precinct. (Criterion 1.3 and 1.4)

11.2. HISTORIC VALUE

Bridgetown Roads Board Office (fmr) illustrates the design and standard of a Roads Board Office befitting a regional town in the South-West in the early 1900s. (Criterion 2.1)

Bridgetown Roads Board Office (fmr) was built in 1908, and is associated with the development of the town and district which was flourishing due to the growth of the timber trade and fruit growing industry following the opening of the railway in 1898. (Criterion 2.2)

* For consistency, all references to architectural style are taken from Apperly, R., Irving, R., Reynolds, P. A *Pictorial Guide to Identifying Australian Architecture. Styles and Terms from 1788 to the Present*, Angus and Robertson, North Ryde, 1989.

For consistency, all references to garden and landscape types and styles are taken from Ramsay, J. *Parks, Gardens and Special Trees: A Classification and Assessment Method for the Register of the National Estate*, Australian Government Publishing Service, Canberra, 1991, with additional reference to Richards, O. *Theoretical Framework for Designed Landscapes in WA*, unpublished report, 1997.

Bridgetown Roads Board Office (fmr) was designed by well known architect P. W. Harrison and is a fine example of his design work in the Federation Free Classical style. (Criteria 2.3 & 2.4)

11. 3. SCIENTIFIC VALUE

11. 4. SOCIAL VALUE

Bridgetown Roads Board Office (fmr), is highly valued by the local community for its long-term associations with the civic life of Bridgetown.

Bridgetown Roads Board Office (fmr) is highly valued for its aesthetic qualities and contribution to the streetscape of Steere Street. (Criterion 4.1)

Bridgetown Roads Board Office (fmr) contributes to the community's sense of place as a significant element in the townscape since 1908. (Criterion 4.2)

12. DEGREE OF SIGNIFICANCE

12. 1. RARITY

12. 2 REPRESENTATIVENESS

Bridgetown Roads Board Office (fmr) is a particularly fine example of the Federation Free Classical style in a regional area. (Criterion 6.1)

Bridgetown Roads Board Office (fmr) is a good representative example of the types of facilities constructed by Local Government in the early twentieth century. (Criterion 6.2)

12. 3 CONDITION

Bridgetown Roads Board Office (fmr) is in good condition and has been well maintained.

12. 4 INTEGRITY

Bridgetown Roads Board Office (fmr) displays a high degree of integrity. Although the building is no longer used for its original purpose of Local Government offices.

12. 5 AUTHENTICITY

Although some elements have been altered and the boardroom to the rear partitioned, *Bridgetown Roads Board Office (fmr)* displays a high degree of authenticity.

13. SUPPORTING EVIDENCE

The documentation for this place is based on the heritage assessment completed by Robin Chinnery, Historian, and Lynne Farrow, Architect in 2009, with amendments and/or additions by State Heritage Office staff and the Register Committee.

13.1 DOCUMENTARY EVIDENCE

Bridgetown Roads Board Office (fmr) is a single storey Roads Board Office building of brick construction with an iron roof in the Federation Free Classical style designed by architect P. W. Harrison in 1908.

In 1852, A. C. Gregory carried out the original survey of the Geegelup area. In 1855, the first pastoral leases in the district were granted to Edward Hester and John Blechynden, and in 1862, John Allnutt began to establish an orchard in the district, which laid the foundation of the fruit growing industry.¹ In 1868, the Geegelup townsite was surveyed, and on 4 June, the town of Bridgetown was proclaimed by Governor J. S. Hampton, after whom the main street was later named.² On 9 June, the townsite was gazetted and the first 56 town lots were offered for sale.³

In the 1870s, the population of the district grew slowly, and there were 20 households, several stores and public houses in the town by 1879. Pastoralism and timber cutting were predominant as the fledgling fruit growing industry faced difficulties due to its distance from markets and the lack of a ready means of transport to the city and ports.⁴

In 1871, the *Roads District Act* established Road Districts each with a Roads Board empowered to levy rates for the purpose of establishing roads in the district. The local Roads Board in Bridgetown met at the home of member Henry Doust until 1874, when he moved into the Farmers' Home Hotel and then the Board met there.⁵

By 1872, Bridgetown comprised seven buildings. In 1877, the Mechanics' Institute was completed in Hampton Street in part to host large public meetings. In 1878, the Roads Board decided it could afford to rent a room in the Mechanics' Institute for its meetings.⁶

In 1887, Nelson Roads Board was gazetted. The Board was responsible for a very large area stretching from Donnybrook to the north, almost to Kojonup in the east, to the Indian Ocean to the south and Capel and Nannup in the west.⁷

1 'Commemorating Fifty Years of Federation, 1901-1951: Nelson District Jubilee Celebrations' Battye Library PR 8679/BRI/51; & *Bridgetown Centenary Year 1868-1968* (Shire of Bridgetown, 1968) p. 4.

2 *Government Gazette* 16 June 1868.

3 *Government Gazette* 30 Sept. 1868.

4 May, John 'Recollections' in *Blackwood Times* 16 March 1934; & *Bridgetown Centenary Year* op. cit., p. 7.

5 Battye, J. S. *Cyclopedia of Western Australia* Cyclopedia Company, Perth, 1913, Fasc. Ed. Hesperian Press, Carlisle, 1985, Vol. 1, p. 188; & H. Doust in *Blackwood Times* 1 Jan. 1909.

6 H. Doust, *ibid*; & May, John 'Recollections' in *Blackwood Times* 16 March 1934; & *Bridgetown Centenary Year* op. cit., p. 7.

7 *Conservation Plan for the Bridgetown Civic and Community Centre*, prepared for Shire of Greenbushes

On 2 March 1891, the first railway in the South-West, the Boyanup-Bunbury line, was opened. It was connected to Perth with completion of the Bunbury-Perth South-West line in September 1893, and later that year the Boyanup-Bunbury line was extended to Donnybrook.⁸ The building boom in the wake of the Western Australian gold boom brought increased demand for sawn timber and numerous spot mills were opened in the Bridgetown area, bringing an increase in population.⁹ In 1898, the extension of the railway from Donnybrook to Bridgetown was opened, enabling the fruit growing industry to expand as a daily rail service gave access to city markets and the Goldfields. Following the completion of the railway many of the construction workers stayed to settle on holdings in the Bridgetown district, further boosting the local population, and the town and district continued to develop in the early 1900s.¹⁰

In 1890, as a result of further growth in the region, the Lower Blackwood Roads Board (Nannup) seceded from Nelson, followed by the Upper Blackwood Roads Board (Boyup Brook) and the Preston Roads Board (Donnybrook) in 1896. Greenbushes followed suit in 1900, Manjimup in 1903, and Balingup in 1905. Consequently the area under the jurisdiction of the Nelson Roads Board became much smaller and more manageable, allowing for easier planning of new roads, and the implementation of other local government services.¹¹ An increase in demand for fresh produce and timber and the establishment of a tin mine at Greenbushes saw improvements in road transport in the region as roads were constructed between small towns and settlements. More roads were also needed as postal services developed with the construction of post offices in various centres. However, the railway remained the main means of transport throughout this time.¹²

The Roads Board met in a rented office at the Mechanics' Institute for its meetings until 1900. Later a difference over the rent saw the Board move to rented premises owned by Mr. Stephens until *Bridgetown Roads Board Office (fmr)* was completed in late 1908.¹³

On 31 January 1908, a meeting of Nelson Roads Board decided to 'take steps to purchase land and construct a Roads Board Office', and appointed W. G. Stephens, A. and H. Doust as a committee to inquire as to where land could be purchased' and to consider taking over the block of land purchased from the old show grounds.¹⁴ They reported that a block in Steere Street and one in Hampton Street were well positioned for the purpose. The Board agreed to purchase 'Block

by John Pidgeon, April 2004, p12.

8 Woods, P., Gunzberg, A. & Goss, P. *Bunbury-Boyanup Railway: 100 Years 1891-1991* Leschenault Railway Preservation Society Inc., 1991, pp. 4-7.

9 Gaines, C. *Bridgetown: One Hundred Years of History* Typescript, Perth, 1970 & 1976, p. 15.

10 Gunzberg, A. & Austin, J. *Rails through the Bush* Light Railway Research Society of Australia, Melbourne, 1997, pp. 216-217; 'Commemorating Fifty Years ...' op. cit.; & *Bridgetown Centenary Year 1868-1968* op. cit., p. 7.

11 *Conservation Plan for the Bridgetown Civic and Community Centre*, prepared for Shire of Greenbushes by John Pidgeon, April 2004, p12.

12 *Shire of Bridgetown- Greenbushes Municipal Inventory 2001*, page11.

13 H. Doust, op. cit.; *Bridgetown Road Board Office (fmr)*, HCWA place no. 3583. *Minutes Books, Nelson Roads Board, 1894 to 1908*. SROWA Cons. 1397 Items 84 & 85, the earliest extant *Minute Books*.

14 *Nelson Roads Board Minutes*, SROWA Cons. 1317 Item 90, 1907-08, 31 Jan. 1908.

No. 1 Steere St.' (Lot 1) from the Nelson Agricultural Society at a cost of £100.¹⁵ After reviewing a draft plan by John Hurst, the Board decided to call tenders for competitive plans for a building to cost no more than £300 to submit to ratepayers, which was advertised in March.¹⁶ The Board considered Hurst's plan unsuitable and after examining proposals from architects F. W. Steere, of Bunbury, and P. W. Harrison, of Perth, decided in favour of Harrison and provisionally accepted his plan for the proposed Roads Board Offices at a cost not to exceed £350.¹⁷

Percy William Harrison (b. London, 1864, d. Perth, 1951) completed his articles with Thomas Watts, in Melbourne, and became chief draftsman at Watts & Son in 1885-92. In 1891, he became an associate of the Royal Victorian Institute of Architects (RVIA) and was a surveyor for the Metropolitan Waterworks Board (1892-3) before the opportunities of the gold boom attracted him to Perth, where he went into partnership with P. D. Wyburn. In 1896, he became a sole practitioner and a foundation member of the West Australian Institute of Architects (WAIA). His notable design work included St Andrew of the Apostle, Katanning (P1329 *St Andrew's Church and Hall*) and St George's Church, Wagin, and he won design competitions for Municipal Offices, Bunbury (P3642 *Bunbury Council Chamber*), and the Presbyterian Manse, West Perth. He was Honorary Architect for the Ministering Children's League Convalescent Hospital (present day Wearne Hostel) and Victoria Institute for the Blind (present day Senses), and consulting architect to the Children's Hospital from 1911.¹⁸

In late March 1908, the Nelson Roads Board advised the Public Works Department (PWD) that if granted a £ for £ subsidy for the Roads Board Offices as a Grant-in-Aid, the Certificate of Title would be registered in the name of the Crown.¹⁹ The Grant-in-Aid Scheme had been introduced in 1894, to assist with the funding of halls to be built in agricultural areas. It reflected the British tradition of government assisting construction of public buildings including Mechanics' Institutes, miners' and railway institutes, and workers' halls that provided a meeting place, a social venue, library, classroom, reading room and venue for lectures, in various combinations of these functions, some of which had been built in Western Australia in the preceding period. From 1894 to 1914, Grant-in-Aid was available on request from a community. The aid comprised land and/or funds towards construction, with the predominant occupation of the applicant community dictating the type of facility erected. The range of public buildings subsidised included agricultural halls, public libraries, and municipal and roads board offices.²⁰

¹⁵ ibid., 14 & 28 Feb. 1908.

¹⁶ ibid., 28 Feb. 1908; & *Blackwood Times* 31 March 1908, p. 2.

¹⁷ Nelson Roads Board Minutes, op. cit., March 1908; & *Blackwood Times* 31 March 1908, p. 2.

¹⁸ Battye, J. S. op. cit., Vol. 1, pp. 623-624; Considine and Griffins Architects with Robin Chinnery 'Wearne Hostel, Cottesloe, Conservation Plan' Oct. 2000, p. 7, pp. 129-130; Annual Reports, Victoria Institute and Industrial School for the Blind, 1903-10; & W. A. Mining, Building and Engineering Journal 3 June 1911, p. 19; & Taylor, John, 'Percy William Harrison', at www.architecture.com.au

¹⁹ Nelson Roads Board Minutes, op. cit., 28 March 1908.

²⁰ Candy, P. C. & Laurent, J. (Eds.) *Pioneering Culture: Mechanics' Institutes and Schools of Arts in Australia* Auslib Press, Adelaide, 1994, pp. 1-8 and 126-150.

In April 1908, the Nelson Roads Board considered an amended plan from Harrison and decided to accept his plan that placed the building on the street alignment, without a doorway from the Public Office to the Secretary's Office, but with a doorway in the Hall instead.²¹ The Supervisor was instructed to take levels and provide information re the position of the building to leave a 9 ft. wide right of way.²² At a ratepayers' meeting, on 29 May, a motion was unanimously carried to accept the amended plans and specifications submitted by P. W. Harrison.²³ The meeting was advised a government grant would fund half the cost with the balance to be met from rates and agreed the Board arrange a bank overdraft for £250. There was discussion about having a strong room, but after consideration of the matter, the Board decided to simply purchase a safe, as a strong room measuring 4 ft. x 4 ft., would take up a large portion of the office and provide no more accommodation.²⁴

In June 1908, at the instigation of the Public Works Department (PWD), the plans for the proposed offices for Nelson Roads Board were submitted to the Public Health Department. Further amendments were made to fulfil requirements of the Central Board of Health including provision of at least two ceiling ventilators and at least one privy and a urinal.²⁵ Tenders were called for erection of Nelson Roads Board Offices to be received by 14 July. The contract was awarded to A. K. Smith, with the lowest tender at £349.19s.10d., and Harrison was appointed to supervise erection of the building, which commenced promptly.²⁶ It comprised three rooms, the board room, secretary's room, in which the safe was installed, and public space, which was considered commodious at this period when many Roads Board Offices comprised only one room.²⁷

In August 1908, the Roads Board was advised that under new regulations it was only entitled to a grant of £150 instead of £200 under the old regulations for the Roads Board Office. Subsequently the Minister for Works agreed to subsidise it to the extent of £200 provided the title deeds were lodged as security, which the Board arranged to do. In September, the Roads Board granted applications from the Agricultural Society, the Health Board and the Oddfellows to rent the 'Roads Board Hall' when it was completed.²⁸ The *Blackwood Times* reported

The new office which is being erected for the Nelson Roads Board is a credit to the town. Perhaps, indeed, it is too much of a credit as there is much elaboration. Much could have been done away with had the Board been satisfied with a more humble housing. As it goes the Nelson will probably have the most elaborate office in the State and when the time comes for municipalising the town the office will be all ready for the accommodation of the staff.²⁹

21 Nelson Roads Board Minutes, op. cit., 10 April 1908.

22 ibid.

23 Minutes of Ratepayers' Meeting in ibid., 29 May 1908.

24 Nelson Roads Board Minutes, ibid., June - July 1908; & *Blackwood Times* 14 July & 4 August 1908.

25 Memos in Bridgetown Nelson Roads Board Office, SROWA Acc. 1003 Item 1120/08, 25 & 26 June 1908.

26 Nelson Roads Board Minutes, op. cit., July 1908; *W. A. Mining, Building and Engineering Journal* 4, 11 & 25 July 1908, p. 22, p. 23 & p. 22, respectively; & *Blackwood Times* 4 August 1908, p. 3.

27 *Blackwood Times* 1 Jan. 1909.

28 Nelson Roads Board Minutes, op. cit., August - Sept. 1908; & Annual Report, Public Works Department, 1908-09, op. cit.

29 *Blackwood Times* 30 Oct. 1908, p. 3.

In early December, the Roads Board Office was completed and occupied for its intended purpose. The Druids Lodge was granted use of the Board Room for its fortnightly meetings at the same cost as the Oddfellows. The Agricultural Society congratulated the Board 'on the splendid office provision' and voiced appreciation for the use of the place for Society meetings.³⁰ On 30 December, a large number of people, attended the official opening of the 'handsome Roads Board office'.³¹ H. Layman, MLA praised the Roads Board's achievement and having travelled over much of the State in the past two years, he 'knew of no Board with more commodious or up to date offices.'³² The place was known as Nelson Roads Board Offices until 1917, when it became known as Bridgetown Roads Board, and accordingly it became *Bridgetown Roads Board Office*, which continued in its intended use.³³

In 1909, Thomas Rossiter was Secretary of Nelson Roads Board and Henry Doust continued as Chairman. In October, the Board agreed to grant use of the Board Room to the Hospital Committee and to the Bridgetown Fruit Growers' Association for their meetings.³⁴ From this period, through to 1936, the Roads Board Offices served their intended purpose.³⁵

In 1926, the Mechanics' Institute approached Bridgetown Roads Board to take over their hall while they built a new one, but a new hall was not erected for some years.

In October 1933, the Roads Board successfully applied for the transfer of a small area of land to the Mechanics' Institute property from the adjoining land held by the Lands Department, which had been 'promised when the new hall was mooted some years ago' but not finalised.³⁶ The Board commissioned architect J. W. Jefferis, of Albany, who prepared plans for a new building comprising a hall to seat 600 people, dressing rooms, supper rooms, a room for the Returned Sailors and Soldiers Imperial League of Australia (RSSILA) (later the RSL Returned Serviceman's League), a Ladies' Rest Room and Roads Board Offices at an estimated cost of £6,000. On 2 November, a ratepayers' meeting at the Mechanics' Institute discussed the proposed new hall ahead of the forthcoming referendum, at which the proposal to borrow £6,000 for this purpose was rejected.³⁷

In February 1935, planning was underway for a proposed new Roads Board hall at Bridgetown. Around this time, the government agreed to a grant on a £ for £ basis of up to £1,000 for additions to the hospital to include a new maternity ward,

30 Nelson Roads Board Minutes, SROWA Cons. 1317 Item 91. Dec. 1908; & *Blackwood Times* 8 Dec. 1908.

31 *Blackwood Times* 25 Dec. 1908 & 1 Jan. 1909.

32 *Ibid.* 1 Jan. 1909.

33 Nelson Roads Board Minutes & Bridgetown Roads Board Minutes, SROWA Cons. 1317 Items 91 to 107.

34 *Ibid.*, Nelson Roads Board Minutes, *op. cit.* Oct. 1909.

35 Nelson Roads Board Minutes, 1909-17, & Bridgetown Roads Board Minutes, *op. cit.*, 1917-36.

36 *Blackwood Times* 10 Nov. 1933, p. 2.

37 Bridgetown Roads Board Minutes, SROWA Cons. 1317 Item 106. July -- Nov. 1933; & *Blackwood Times* *ibid.* & p. 7, & 17 Nov. & 24 Nov. 1933, p. 2.

operating theatre and casualty ward, evidencing growth and development in the district at this period.³⁸

In April 1935, at the Annual Ratepayers' Meeting, it was proposed to raise a loan of £7,000 to build a new town hall and suggested the Roads Board Offices be leased or sold, with the revenue derived to be used toward the rent to be charged to the Roads Board for offices in the new building. The meeting endorsed the proposal to erect a new town hall as per the plans by Jefferis. Subsequently tenders were called and W. and W. C. Moyes were awarded the contract. On 25 September, the Roads Board agreed 'that when the time was opportune that tenders be called for the purchase of the Roads Board hall property'.³⁹

The new town hall (part of P249 *Bridgetown Civic and Community Centre*) was constructed by agreement in two stages, with the Mechanic's Institute building remaining on site and occupied until the new hall was completed. The new town hall was officially opened on 15 July 1936.⁴⁰

In November, the Board decided to accept the only tender received for the purchase of Lot 1, from Lewis Wilks, who offered £550 for the land and Roads Board Hall and Offices, £40 for the ambulance van shed, car shed and stables, and £10 for the shelter shed etc., a total of £600.⁴¹ On 6 October 1936, Lot 1 was transferred to Wilks, an accountant and land agent, of Bridgetown. It was leased for five years, from 25 May 1938, to Rural Motors (1936) Limited, of Bunbury, who operated a motor garage at the site.⁴²

On 5 December 1945, *Bridgetown Roads Board Office (fmr)* was transferred to Westralian Farmers Limited, which owned it for 45 years.⁴³ Reg Giblett recollects the company sold petrol from the place in the post-war period, but cannot recollect the specific use(s) of the building.⁴⁴

In 1996, *Bridgetown Roads Board Office (fmr)* was included in the Municipal Inventory for the Shire of Bridgetown-Greenbushes.⁴⁵ In 1999, Bridgetown Historical Society prepared a heritage guide to provide a self-guided walk that included *Bridgetown Roads Board Office (fmr)*, but which mistakenly stated 'The building was constructed in 1887 when the Road Board was formed'.⁴⁶

In 2017, *Bridgetown Roads Board Office (fmr)* is currently used for retail purposes.⁴⁷

38 *Blackwood Times* 1 Feb. 1935, p. 2.

39 *ibid.*, April - Nov. 1935.

40 *Bridgetown Civic and Community Centre – Register of Heritage Places - Assessment Documentation*, Heritage Council of Western Australia, 2004.

41 *Bridgetown Road Board Minutes*, op. cit., Item 107, 17 Oct. & 8 Nov. 1935. Apparently the property was not transferred in its entirety as Wilks offered £100 for the land on which the ambulance shed stood in June 1938, and subsequently the Board sought the advice of the local branch of the service. (*ibid.*, 17 June & 5 August 1938.)

42 Certificate of Title Vol. 1050 Fol. 447; & *Wise's Post Office Directory* 1939, p. 280.

43 Certificates of Title Vol. 1050 Fol. 447 & Vol. 1813 Fol. 766.

44 Reg Giblett, op. cit.

45 Municipal Inventory Shire of Bridgetown-Greenbushes, Adopted 31 August 1996.

46 *ibid.*

47 Site visit, Robin Chinnery, April 2010.

13.2 PHYSICAL EVIDENCE

Bridgetown Roads Board Office (fmr) is a single storey brick building with a corrugated iron roof designed by architect P.W. Harrison in the Federation Free Classical style, constructed by builder A. K. Smith for the Bridgetown Roads Board in 1908.

Bridgetown is a small picturesque rural town with a population of about 2,500 located about 100 kms south of Bunbury. The town centre is sited on the east bank of the Geegelup Creek, a tributary of the Blackwood River. The main street is Hampton Street, which follows the creek in a roughly north-south axis. The railway runs along behind the lots bordering the east side of Hampton Street

Bridgetown Roads Board Office (fmr) is located on Lot 21, Steere Street, approximately 100 metres east of the junction of Hampden Street, which is the location of the offices of the Shire of Bridgetown-Greenbushes and the geographical centre of town. The town centre contains a number of buildings with heritage significance, including *Wesfarmers Building (fmr)*, *Bridgetown*, which occupies the same Lot. The railway reserve runs along the west boundary of Lot 21, with a single track located about 7 metres from the west façade of *Wesfarmers Building (fmr)* and the two buildings define the north end of the Bridgetown Railway precinct.

Lot 21 is a large Lot of 2,842 sq. metres, which is irregular in shape and has a short battle axe handle in the north-east corner which fronts onto Rose Street. *Bridgetown Road Board Building (fmr)* is located on the south-east corner of the Lot, on the street frontage and about 2.7 metres from the east boundary. *Wesfarmers Building (fmr)*, *Bridgetown* is sited on the western half of the Lot.

The remainder of the site is used for carparking and storage of materials, and is fenced.

Bridgetown Roads Board Office (fmr) is constructed of red brick with lime mortar pointing which is visible on the side and rear facades but is not apparent on the front façade, which is dominated by a richly rendered parapet wall decorated with a number of classical elements. The dominant feature of the asymmetrical front façade is a pedimental motif with a deeply moulded cornice supported by pairs of fluted pilasters at each end and a single central pilaster. Ionic capitals cap the pilasters. The central section of the pediment features an oval cartouche flanked by foliate swags. The apex is surmounted by pairs of shells and acanthus leaves and a simpler form of this motif is repeated on the corners. The single central pilaster divides the wall into two bays which each contain a single large window. The effect of the pilaster continues below the window sills although the paired pilasters have been combined to form a single wide element. The timber framed windows are original although they have been modified to a single large pane of fixed glass. The entrance to the porch on the left side creates an asymmetrical element, with the entablature and cornice of the pediment continuing over with a frieze of balusters above and supported on a single pilaster.

The internal layout of *Bridgetown Roads Board Office (fmr)* consists of an entrance porch, with entry doors recessed into the front plane of the building. A large public space is immediately to the east, while an entrance hall continues to the north of the entry doors. The entrance hall provides access to the former

boardroom, on the north side of the public space, which is now divided in two by a plasterboard partition wall. To the north of the entrance hall is the secretary's room, now used as a kitchen, with a small store to its north now used as a toilet.

The internal spaces are generous, with the public area about 6 metres deep, and with the south wall tapering along the boundary alignment, varies in width from 5.3 to 6.6 metres at the east side. The boardroom is about 6 metres deep and 4.5 metres wide. The secretary's room is 1.6 metres wide and 3.5 deep. The public space has a high pressed metal ceiling with a central ceiling rose. The ceiling to the entrance porch and entrance hall is also high and appears to be lathe and plaster. In the rear rooms, a lower plasterboard ceiling with 75 mm cornice has been introduced, indicating that the pressed metal ceiling is likely to be beneath.

Floors are carpeted but presumed to be jarrah board, with original tessellated tiles in the entrance porch. Joinery is generous and of high quality, with double panelled timber doors with highlights over the entrance hall and two sets to the public space, double hung timber sash windows to the rear rooms, although the windows to the public space have been modified to fixed glazing, 125 mm moulded timber architraves and deep moulded timber skirtings. The two large spaces have fireplaces in projecting chimney breasts with original timber mantelpieces, with the boardroom having a more ornate surround than the public space.

The condition of the building is generally good and it appears to be well maintained.

13.3 COMPARATIVE INFORMATION

In regional areas, Roads Board Offices were established as symbols of local government, and reflected a source of pride and optimism in the growth of a district. As a result, Roads Board Offices were generally substantially constructed in brick or stone, in a classical style.

There are approximately 125 places on the SHO database that comprise Roads Board Offices or former Roads Board Offices. Of these places, 25 are on the State Register, including 23 which are located in regional areas.

There are 6 Roads Board Offices on the Register that are designed in the Federation Free Classical style, or that exhibit elements of this style:

- P618 *Cuballing Civic Group* (1898 onwards) – includes a Roads Board building in the Federation Free Classical style, that was originally constructed as an agricultural Hall.
- P641 *Cue Municipal Chambers (fmr)* (1896) – a single story rendered granite building the in the Federation Free Classical style.
- P1559 *Menzies Town Hall & Shire Offices* - includes the brick and iron former Menzies Roads Board Office (1896), a single-storey face stone building, stucco decorated with a corrugated iron roof and a two storey central front tower in the Federation Free Classical style.
- P1907 *Northampton Roads Boards Building* (1898 1964) – designed in the Federation Free Classical style, the place comprises a main hall and two

ancillary rooms constructed of brick and stone infill walls, with a corrugated iron roof. With its symmetrical fenestration, brick detailing, well-proportioned elements and simple form, the place is a good example of a brick and rendered stone building.

- P3960 *Katanning Town Hall Buildings (1896-1999)* – comprises a complex of single and two storey structures in brick, stucco brick and concrete wall construction with metal roofs in the Federation Free Classical, Inter-War Chicagoesque and Post War International styles, incorporating the Agricultural Hall, Mechanics' Institute, the Town Hall, and the Shire Offices.
- P1640 *Mt Magnet Shire Office (1898)* – a fine example of a Federation Free Classical style building with extensive stucco decoration.

Other comparable places on the database include:

- P586 *Corrigin Town Hall and Road Board Offices (fmr)* – the Roads Board Office (fmr), built in 1923 and designed in the inter-war free classical style, is constructed of stone and brick, and exhibits classical stucco detailing and balustrade details to the parapets.
- P01324 *Kalgoorlie Roads Board Office (fmr) (1901)* – comprises a two storey building with a highly decorative facade, including a pedimented parapet, in the Federation Free Classical style, which reflects the affluence of the goldfields at the turn of the century.
- P00141 *Road Board Office (fmr) Beverley (1908)* – comprises a single storey brick and iron building, similar in style to Bridgetown Roads Board Office with the dominate feature of the façade being a decorative pediment with motif with a deeply moulded cornice supported by pairs of fluted pilasters. Also designed by P.W Harrison.
- P02544 *Agricultural Hall (fmr) Tambellup (1907)* – formerly Road Board Offices, comprising a Federation Free Classical single storey rendered brick building with symmetrical façade. (In the assessment program)
- P1750 *Road Board Office (fmr) Pinjarra 1910* - a single storey brick building in the Federation Free Classical style. (In the assessment program)

The following regional Roads Board Offices in a variety of architectural styles are also on the Register:

P323 *Bruce Rock Shire Offices (1928)*; P1227 *Irwin Roads Board Office (fmr) (1910)*; P1919 *Nungarin Roads Board Office (fmr) (1922)*; P1920 *Alice Williams Memorial Building, Nungarin, (1936)*; P3629 *Narembeen Civic Precinct, (1923)*; P18402 *Esperance RSL Building (1896)*; P0308 *Broomehill Shire Hall & Road Board Offices (fmr) (1920 to 1928)*; P474 *Road Board Office (fmr), Nanson (1913)*; P478 *Chittering Road Board office (fmr) (1929)*; P1159 *Greenough Road Board Office (fmr) (1906)*; P1576 *Road Board Office (fmr), Merredin (1925)*, and P15408 *Upper Gascoyne Road Board office (fmr) (1912)*. There are a further four Roads Boards Offices on the assessment program;

- P1081 Road Board Office (fmr) Gingin (1911); P4896 Quairading Roads Board Office (fmr) (1925); P1787 Nannup Road Board Office (fmr) (1920) and P2723 Wickepin Town Hall (former Roads Board Office) (1919).

Architect P. W. Harrison:

Architect P. W. Harrison, who designed *Bridgetown Roads Board Office (fmr)*, in 1908, was responsible for the design of a number of Roads Board Offices and Halls, in the Federation period. One of the earliest was the first stage (1897) of P3642 *Bunbury Municipal Chambers* designed in the Federation Free Classical style, for which he won the design competition. In 1908, subsequent to his design for *Bridgetown Roads Board Office (fmr)*, Harrison designed Beverly Roads Board Office, completed in 1909⁴⁸, which has external similarities to *Bridgetown Roads Board Office (fmr)*. It is included on the Municipal Heritage Inventory (MHI) for the Shire of Beverley. In the early 1920s, the Corrigin Roads Board requested Harrison design Corrigin Road Board Offices (fmr) in 'a similar design of the Beverley offices'⁴⁹ Roads Board Offices;

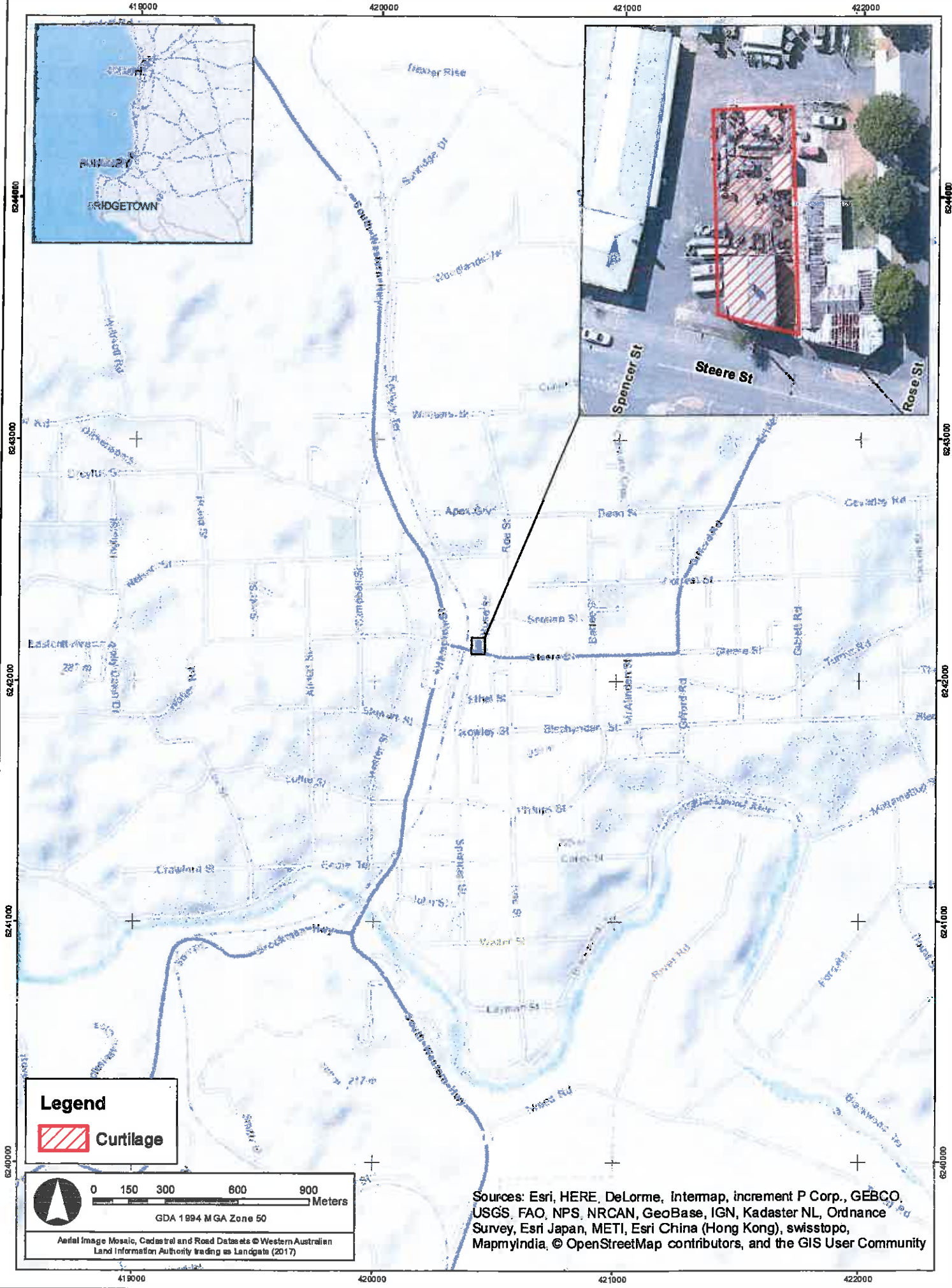
Conclusion: *Bridgetown Roads Board Office (fmr)* is a fine and intact example of a Roads Board Office building in a regional town designed in the Federation Free Classical style, and a fine example of the design work of architect P.W. Harrison.

13.4 KEY REFERENCES

13.5 FURTHER RESEARCH

⁴⁸ *West Australian* 10 & 19 Oct. 1908.

⁴⁹ Road Board Minutes, Corrigin Road Board, Sept. - Nov. 1922, held at Shire of Corrigin.



Legend

 Curtilage



0 150 300 600 900 Meters

GDA 1994 MGA Zone 50

Aerial Image Mosaic, Cadastral and Road Datasets © Western Australian Land Information Authority trading as Landgate (2017)

Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community



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D074158 21

Steere St

Legend

-  Curtilage
-  Cadastre



0 5 10 Meters

GDA 1994 MGA Zone 50

Aerial Image Mosaic, Cadastral and Road Datasets © Western Australian Land Information Authority trading as Landgate (2016)

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HERITAGE COUNCIL
STATE HERITAGE OFFICE

HC ZONES OF SIGNIFICANCE P3538-A BRIDGETOWN ROADS BOARD OFFICE (FMR)

PREPARED BY BERNHARD KLINGSEISEN (SENIOR LAND INFORMATION OFFICER) 15/03/2017

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6242100

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Legend

-  Primary
-  Secondary
-  Intrusive
-  Cadastre



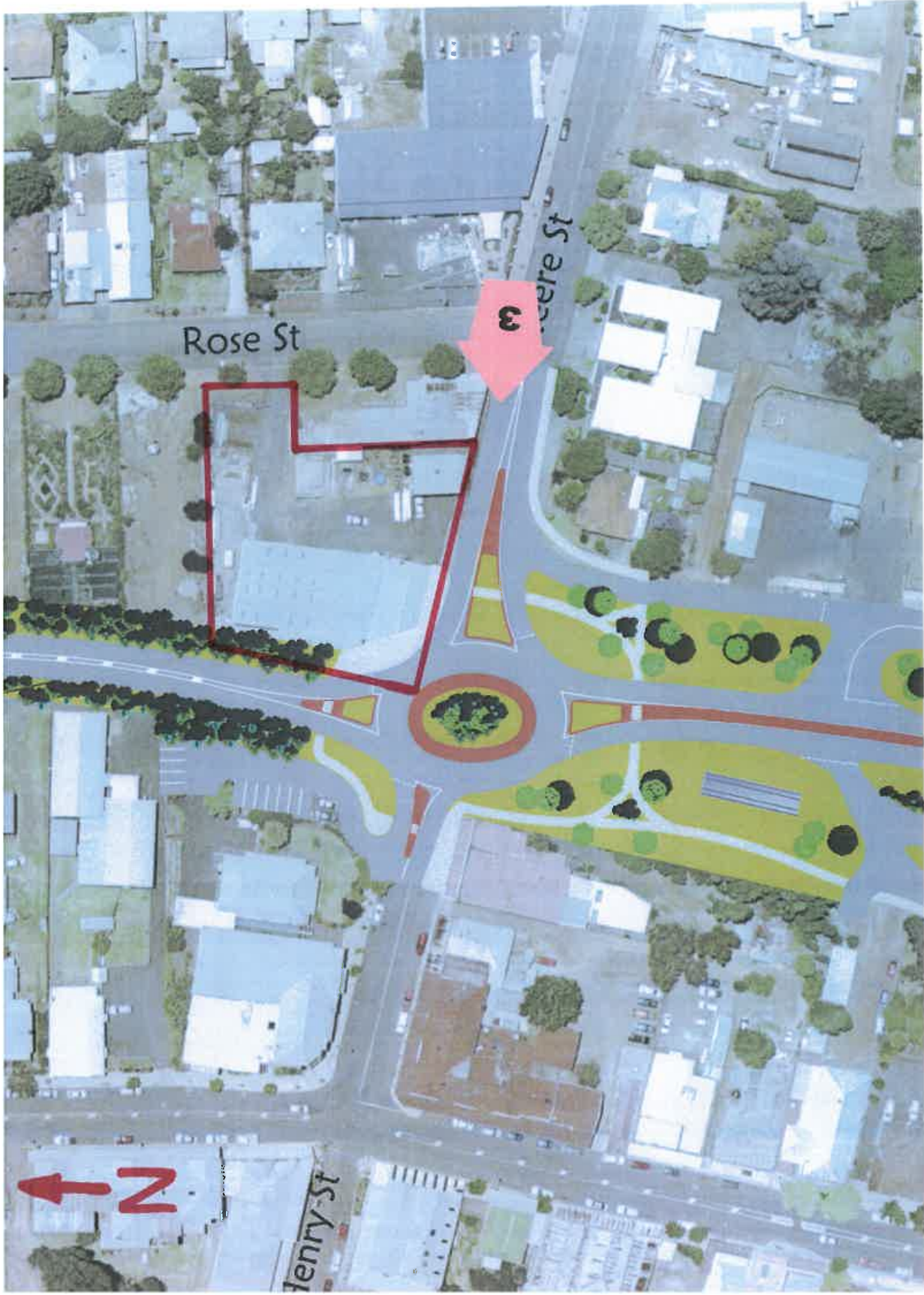
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GDA 1994 MGA Zone 50

Aerial Image Mosaic, Cadastrol and Road Datasets © Western Australian Land Information Authority trading as Landgate (2016)

420410

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Rose St

Henry St

3

N

Henry St

Scott Donaldson

From: DERRINGTON Cathie <Cathie.DERRINGTON@water.wa.gov.au>
Sent: Tuesday, 30 May 2017 3:21 PM
To: Scott Donaldson
Subject: I-CO201747113 - RE: TOWN PLANNING SCHEME NO.3 AMENDMENT NO. 72, TOWN PLANNING SCHEME NO.4 – AMENDMENT NO.70 AND DRAFT HOME BASED BUSINESS POLICY.

SynergySoft: I-CO201747113

23rd May 2017

Our Reference: RF1447-04~1, PA013928

Your Reference: 774.72/775.70, 767/O-PA201724746/AMD774.72

To: Shire of Bridgetown - Greenbushes

From: Department of Water

Attention: Scott Donaldson

RE: TOWN PLANNING SCHEME NO.3 AMENDMENT NO. 72, TOWN PLANNING SCHEME NO.4 – AMENDMENT NO.70 AND DRAFT HOME BASED BUSINESS POLICY.

The Department of Water (DoW) has reviewed Town Planning Scheme No.3 - Amendment No. 72, Town Planning Scheme No.4 – Amendment No.70 and Draft Home Based Business Policy.

The scheme amendments and draft policy pose a low level of risk to water resources.

Thus DoW provides the following comment for your consideration to manage home based businesses that may create an increase in wastewater and as such could impact onto the receiving water resource environment.

Draft Home Based Business Policy

1. A home based business that produces an increase in waste water from the business activities, may be required to supply additional information to ensure that the receiving environments are not impacted upon by the operation. Additional information may consist of but not be limited to waste water management, treatment and disposal methods.

Please feel free to discuss this information further with this office, as required.

Yours faithfully,

Cathie Derrington
Environmental Officer / Integrated Land & Water
South West Region / Department of Water



Government of **Western Australia**
Department of **Agriculture and Food**

Shire of Bridgetown-Greenbushes	
File No:	774.72
Document No:	1-62017 47188
- 8 JUN 2017	
Officer	MLP
Copy	



Chief Executive Officer
Shire of Bridgetown-Greenbushes
PO Box 271
Bridgetown WA 6255

Your ref: 774.72/775.70, 767/0-
PA201724746/AMD774.72
Our ref: LUP 158
Enquiries: Heather Percy
Date: 31-May-17

Dear Sir/Madam

TOWN PLANNING SCHEME NO. 3 AMENDMENT NO. 72, TOWN PLANNING SCHEME NO. 4 — AMENDMENT NO. 70 AND DRAFT HOME BASED BUSINESS POLICY

Thank you for the opportunity to comment on the proposed scheme amendments and the draft home based business policy.

The Department of Agriculture and Food, Western Australia (DAFWA) has reviewed the proposed changes to the Town Planning Schemes No 3 and No 4 which will align the schemes with the 2015 model scheme text.

DAFWA has no objection to these changes as they will not impact on the permissibility of agricultural land uses on rural zoned land in the Shire of Bridgetown-Greenbushes.

If you require clarification of this letter, please contact Ms Heather Percy on (08) 9780 6262 or heather.percy@agric.wa.gov.au.

Yours sincerely

Neil Guise
Regional Director
Southern Region



Your Ref: 774.72/775.70; 767/O-PA201724746/AMD774.72

Our Ref: EHB-01041 EHB17/567

Enquiries: Vic Andrich (08) 9388 4999

Mr Tim Clynch
Chief Executive Officer
Shire of Bridgetown-Greenbushes
PO Box 271
BRIDGETOWN WA 6255

Attention: Scott Donaldson, Manager Planning

Shire of Bridgetown-Greenbushes	
File No:	774.72
Document No:	I-CO 2017 47251
14 JUN 2017	
Officer	MP
Copy	

Dear Mr Clynch

TOWN PLANNING SCHEME No. 3 AMENDMENT No. 72, TOWN PLANNING SCHEME No. 4 AMENDMENT No. 70 AND DRAFT HOME BASED BUSINESS POLICY

Thank you for your letter of 2 May 2017 requesting comment from the Department of Health (DOH) on the above proposal.

The DOH has no objection to the proposed amendments.

In regard to the Draft Home Based Business Policy, you may consider including a clause requiring separate health approval (and registration) for any preparation of food for sale and such preparation being in accordance with the provisions of the *Food Act 2008* and related code, regulations and guidelines. Details available for download from: http://ww2.health.wa.gov.au/Articles/F_1/Food-regulation-in-WA

Should you have queries or require further information please contact Vic Andrich on (08) 9388 4999 or ehinfo@health.wa.gov.au

Yours sincerely

Jim Dodds
EXECUTIVE DIRECTOR
ENVIRONMENTAL HEALTH DIRECTORATE

7 June 2017

Scott Donaldson

From: NAUDE Daniel (RCPM) <Daniel.Naude@mainroads.wa.gov.au>
Sent: Tuesday, 20 June 2017 10:35 AM
To: Scott Donaldson
Subject: I-CO201747291 - FW: Reply: Scheme Amendment No. 72 to Town Planning Scheme No.3 & Scheme Amendment No. 70 to Town Planning Scheme No.4: Draft Home-Based Business Policy

SynergySoft: I-CO201747291

Dear Scott,

I refer to the Shire's request seeking Main Roads comments regarding the above and apologise for the delay in response.

Please be advised that Main Roads has no objection to the draft Amendments.

Kind regards,

Daniel Naude

Road Corridor Planning Manager
Metropolitan and Southern Regions / South West
p: 08 9724 5724 | m:
w: www.mainroads.wa.gov.au



mainroads
WESTERN AUSTRALIA



From: NAUDE Daniel (RCPM)
Sent: Tuesday, 20 June 2017 10:27 AM
To: 'Scott Donaldson'
Subject: Reply: Scheme Amendment No. 72 to Town Planning Scheme No.4: Draft Home-Based Business Policy

Dear Scott,

I refer to the Shire's request seeking Main Roads comments regarding the above and apologise for the delay in response.

Please be advised that Main Roads has no objection to the draft Amendment.

Kind regards,

Daniel Naude

Road Corridor Planning Manager
Metropolitan and Southern Regions / South West
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SHIRE OF BRIDGETOWN - GREENBUSHES

HOME BASED BUSINESS REGULATORY REVIEW

TOWN PLANNING SCHEME NO. 3 - AMENDMENT NO. 72, TOWN PLANNING SCHEME NO. 4 – AMENDMENT NO. 70 &
DRAFT HOME BASED BUSINESS POLICY - SCHEDULE OF SUBMISSIONS

NO.	NAME/ADDRESS	AFFECTED PROPERTY	SUMMARY OF SUBMISSION	ADMINISTRATION COMMENT
1.	Department of Water (South West Region)	-	<p>No Objection</p> <p>The scheme amendments and draft policy pose a low level of risk to water resources. Thus DoW provides the following comment for your consideration to manage home based businesses that may create an increase in wastewater and as such could impact onto the receiving water resource information.</p> <p>1. A home based business that produces an increase in waste water from the business activities, may be required to supply additional information to ensure that the receiving environments are not impact upon by the operation. Additional information may consist of but not limited to waste water management, treatment and disposal methods.</p>	<p>Noted. It is recommended a new Clause 4.6.7 entitled Waste Water Control be added to the end of the draft Policy to reflect the advice from the Department of Water.</p>

2.	Department of Agriculture and Food (Southern Region)	-	<p>No Objection DAFWA has reviewed the proposed changes to the Town Planning Schemes No 3 and No 4 which will align the schemes within the 2015 model scheme text. DAFWA has no objection to these changes as they will not impact on the permissibility of agricultural land uses on rural zoned land in the Shire of Bridgetown-Greenbushes.</p>	Noted.
3.	Department of Health	-	<p>No objection Department of health has no objection to the proposed amendments. In regard to the Draft Home Based Business Policy, you may consider including a clause requiring separate health approval (and registration) for any preparation of food for sale and such preparation being in accordance with the provisions of the Food Act 2008 and related code, regulations and guidelines.</p>	Noted. It is recommended a new Clause 4.6.8 entitled Food Registration be added to the end of the draft Policy to generally reflect the advice from the Department of Health regarding necessary approval for preparation or production of food for sale.
4.	Main Roads Western Australia	-	<p>No Objection Please be advised that Main Roads has no objection to the draft Amendments.</p>	Noted.



**Shire of Bridgetown-Greenbushes
Town Planning Scheme No. 3
Amendment No. 72**

January 2017

**Prepared by the Shire of Bridgetown-Greenbushes
PLANNING AND DEVELOPMENT ACT 2005**

RESOLUTION TO ADOPT AMENDMENT TO LOCAL PLANNING SCHEME

**SHIRE OF BRIDGETOWN-GREENBUSHES
TOWN PLANNING SCHEME NO. 3
AMENDMENT NO. 72**

Resolved that the local government pursuant to Section 75 of the *Planning and Development Act 2005*, amend the above Local Planning Scheme by:

1. Introducing the definition of Home Office in Clause 1.6 Interpretation as per the model definition from the Planning Regulations 2015 including supplemental provisions, to read as follows:

“Home Office - means a dwelling used by a resident occupier of the dwelling to carry out a home occupation if the carrying out of the occupation -

- (a) is solely within the dwelling; and
- (b) does not occupy an area greater than 20 m²; and
- (b) does not entail clients or customers travelling to and from the dwelling; and
- (c) does not involve the display of a sign on the premises; and
- (d) does not require any change to the external appearance of the dwelling.”

2. Modifying Table 1 (Zoning Table) to add and list Home Office as a ‘P’ permitted use in the Commercial, Residential, Residential Development, Rural, Special Residential and Special Rural zones; and modifying Schedule 2 – Special Use Zones to include Home Office as a ‘P’ permitted use in the Special Restricted Use R1, R5, R8 and R10 zones only.

3. Modifying the definition of Home Occupation in Clause 1.6 Interpretation as per the model definition from the Planning Regulations 2015 to read as follows:

“Home Occupation - means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out an occupation if the carrying out of the occupation that -

- (a) does not involve employing a person who is not a member of the occupier’s household; and
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
- (c) does not occupy an area greater than 20 m²; and

- (d) does not involve the display on the premises of a sign with an area exceeding 0.2m²; and
 - (e) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
 - (f) does not -
 - (i) require a greater number of parking spaces than normally required for a single dwelling; or
 - (ii) result in an increase in traffic volume in the neighbourhood; and
 - (g) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and
 - (h) does not include provision for the fuelling, repair or maintenance of motor vehicles; and
 - (i) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.”
4. Modifying Schedule 2 – Special Use Zones to include Home Occupation as an ‘AA’ discretionary use in the Special Restricted Use R1, R5, R8 and R10 zones only.
5. Introducing the definition of Home Business in Clause 1.6 Interpretation as per the model definition from the Planning Regulations 2015 including supplemental provisions, to read as follows:
- “Home Business - means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession —
- (a) does not involve employing more than 2 people who are not members of the occupier’s household; and
 - (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
 - (c) does not occupy an area greater than 50 m²; and
 - (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
 - (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and
 - (f) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and
 - (g) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.”

6. Modifying Table 1 (Zoning Table) to add and list Home Business as an 'AA' discretionary use in the Commercial, Residential, Residential Development, Rural, Special Residential and Special Rural zones; and modifying Schedule 2 – Special Use Zones to include Home Business as an 'AA' discretionary use in the Special Restricted Use R1, R5, R8 and R10 zones only.
7. Modifying Table 1 (Zoning Table) to add where applicable and list Cottage Industry as an 'AA' discretionary use in the Commercial, Residential, Residential Development, Rural and Special Residential zones and as a 'P' permitted use in the Industrial and Service Industry zones; modifying Schedule 1 – Special Rural Zones to add Cottage Industry as an 'AA' discretionary use in the SR1, SR2, SR3 and SR4 zones; and modifying Schedule 2 – Special Use Zones to add Cottage Industry as an 'AA' discretionary use in the R1 and R5 zones only.
8. Introducing the definition of Rural Home Business in Clause 1.6 Interpretation as defined in the Planning Regulations 2015 to read as follows:

“Rural Home Business - means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or occupation if the carrying out of the business, service or occupation —

 - (a) does not involve employing more than 2 people who are not members of the occupier's household; and
 - (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
 - (c) does not occupy an area greater than 200 m²; and
 - (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
 - (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and
 - (f) does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle of more than 30 tonnes gross weight.”
9. Modifying Table 1 (Zoning Table) to add and list Rural Home Business as an 'SA' special approval use for the Rural zone and as an 'X' prohibited use in all other zones.

Amendment No. 72 has been adopted as a 'Standard' amendment under the provisions of the *Planning and Development (Local Planning Scheme) Regulations 2015* for the following reasons:

- The amendment will not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
- The amendment is not a complex or basic amendment.

Dated this _____ day of _____ 2017

Chief Executive Officer _____

Scheme Amendment Report

1.0 Purpose

The purpose of this amendment is to update the definitions and appropriate permissibility of a range of home based business activities for residents in the Bridgetown Townsite. The amendment has been prepared, in conjunction with the review of the related policy, to better address the needs of the Shire and generally reflect the 'Model provisions' from the *Planning and Development (Local Planning Schemes) Regulations 2015*.

2.0 Background

At the Ordinary Meeting of Council held on 28 May 2015, Council resolved:

"C.02/0515 That:

- 1. The CEO present a report back to Council on the possible amendment to Town Planning Scheme No. 4, to introduce into a new use of "Home Business" with 'AA' use applicability in the Rural zones of the Scheme.*
- 2. The report to Council also address allowing uses already listed in the zoning table to be approved as a Home Business subject to such businesses meeting the restrictions (floor area, restriction on employees, etc.) of a home business.*
- 3. A review of the Home Occupation Cottage Industry Policy be undertaken in conjunction with the above report to Council."*

A subsequent report was then presented to the Ordinary Meeting of Council held on 24 November 2016 whereby Council resolved:

"C.08/1116 That Council:

- 1. Gives 'in-principle' support for following changes to Town Planning Scheme No. 3 and Town Planning Scheme No. 4:*
 - a) Introduce 'Home Office' as defined in the Planning Regulations 2015, subject to supplemental provisions limiting the use to 20m² only, and to be conducted by the resident(s) of the dwelling only; with a 'Home Office' listed as a 'P' permitted use in the Commercial, Residential, Residential Development, Rural, Special Residential, Special Restricted Use and Special Rural zones under Town Planning Scheme No. 3; and listed as a 'P' permitted use in the Commercial, Residential, Rural 1, Rural 2, Rural 3, Rural 4, Special Residential, Special Rural and Special Use zones under Town Planning Scheme No. 4.*
 - b) The definition of 'Home Occupation' be modified to reflect the model definition in the Planning Regulations 2015, which includes the prohibition of fuelling, repair or maintenance of motor vehicles.*

- c) *Introduce 'Home Business' as defined in the Planning Regulations 2015, subject to a supplemental provision to prohibit the fuelling, repair or maintenance of motor vehicles; with a 'Home Business' listed as an 'AA' discretionary use in the Commercial, Residential, Residential Development, Rural, Special Residential, Special Restricted Use, and Special Rural zones under Town Planning Scheme No.3; and listed as a 'AA' discretionary use in the Commercial, Residential, Rural 1, Rural 2, Rural 3, Rural 4, Special Residential, Special Rural and Special Use zones under Town Planning Scheme No. 4.*
 - d) *Modify the permissibility of 'Cottage Industry' as an 'AA' discretionary use in the Commercial, Residential, Residential Development, Rural, Special Rural and some Special Restricted Use zones under TPS3; as a 'P' permitted use in the Industrial and Service Industry zones in TPS3; and as a 'P' permitted use in the Industrial zone in TPS4.*
 - e) *Introduce 'Rural Home Business' as defined in the Planning Regulations 2015, and listed as an 'SA' special approval use in the Rural 1, Rural 2, Rural 3 or Rural 4 zones only of TPS4.*
2. *Directs the Chief Executive Officer to prepare necessary scheme amendment documentation reflecting Point 1. above, for presentation at a future meeting of Council.*
 3. *Notes the content of the draft Home-Based Business Policy, as per Attachment 2, with the final draft policy to be presented to Council in conjunction with Point 2. above for future public consultation."*

3.0 Justification

The operation of home based businesses is regulated by the Shire's Town Planning Scheme No. 3 (TPS3) relating to the Bridgetown Townsite. The Shire's Home Occupation & Cottage Industry Town Planning Scheme Policy No. 20 also provides specific guidance for those two listed uses.

The purpose of controlling home based business activities within dwellings and ancillary outbuildings is to ensure that any such activities remain incidental to the primary residential use of the property, and that the amenity of surrounding properties is protected, particularly the amenity of nearby residential dwellings or other sensitive land uses (ie. schools, hospitals, etc).

There are a variety of home based business land uses applicable to the Shire of Bridgetown-Greenbushes, with two already defined in TPS3, plus others defined in the 'Model provisions' in Schedule 1, Part 6, Division 1 of the *Planning and Development (Local Planning Scheme) Regulations 2015* (Planning Regulations 2015). A review of the other local planning schemes and the Planning Regulations 2015 demonstrates the five types of home based business uses (in order of size) as Home Office, Home Occupation, Home Business, Cottage Industry and Rural Home Business.

3.1 Home Office

Under the Planning Regulations 2015 a Home Office *“means a dwelling used by an occupier of the dwelling to carry out a home occupation if the carrying out of the occupation —*

- (a) is solely within the dwelling; and*
- (b) does not entail clients or customers travelling to and from the dwelling; and*
- (c) does not involve the display of a sign on the premises; and*
- (d) does not require any change to the external appearance of the dwelling.”*

A Home Office is typically a permitted use under most zones where a dwelling is permitted. Development approval would typically be exempt where located within the dwelling, no customers will be visiting the property, no signage is displayed and no works or changes in the building are proposed. This use class could apply to a mobile business (ie. plumber), an online business (ie. marketing consultant) or service business (ie. book keeper).

A Home Office is not currently listed or defined in TPS3 however the current Home Occupation & Cottage Industry Policy recognises that mobile businesses do not require approval to use their home for administrative purposes. This unofficial exemption however does not technically apply to a person working from home, even where consistent with the home office definition.

A Home Office is to be incorporated into TPS3 including supplemental provisions limiting the use to 20m² only, and to be conducted by the resident(s) of the dwelling only. A Home Office is to be listed in Table 1 (Zoning Table) as a ‘P’ permitted use in the Commercial, Residential, Residential Development, Rural, Special Residential and Special Rural zones.

A Home Office is also to be listed in Schedule 2 – Special Use Zones as a ‘P’ permitted use applicable to the Special Restricted Use R1, R5, R8 and R10 zones only, with existing dwellings or future subdivided land, potentially suitable for Home Office activities. The subject properties are as follows:

- R1 – Lot 887 (RSN 24339) South Western Highway, Bridgetown
- R5 – Lot 4 (RSN 11749) Brockman Highway, Bridgetown
- R8 – Lots 548-567, 575 – 578 and 5741 Brockman Highway, Smith Street and Farrell Road, Bridgetown (future Penola Hills subdivision)
- R10 - Lot 5 (RSN 11719) Brockman Highway, Bridgetown

3.2 Home Occupation

Under the Planning Regulations 2015, a Home Occupation “means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out an occupation if the carrying out of the occupation that —

- (a) does not involve employing a person who is not a member of the occupier’s household; and
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
- (c) does not occupy an area greater than 20 m²; and
- (d) does not involve the display on the premises of a sign with an area exceeding 0.2m²; and
- (e) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
- (f) does not —
 - (i) require a greater number of parking spaces than normally required for a single dwelling; or
 - (ii) result in an increase in traffic volume in the neighbourhood; and
- (g) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and
- (h) does not include provision for the fuelling, repair or maintenance of motor vehicles; and
- (i) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.”

Under TPS3 currently a Home Occupation “means a business carried on with the permission of the responsible authority within a house or the curtilage of a house that:

- (a) does not cause injury to or prejudicially affect the amenity of the neighbourhood including (but without limiting the generality of the foregoing) injury or prejudicial affection due to the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, grit, oil, waste water, or waste products;
- (b) does not entail the employment of any person not a member of the occupier's family, except in the case of a professional person;
- (c) does not occupy an area greater than 20 square metres;
- (d) does not require the provision of any essential service main of a greater capacity than normally required in the zone in which it is located; and
- (e) is restricted in advertisement to a sign not exceeding 0.2 square metres in area.”

A Home Occupation is already listed in TPS3 as a discretionary use in the Commercial, Residential, Residential Development, Rural and Special Residential zones, plus some Special Restricted Use and Special Rural zones.

This activity could apply to people running a business service (ie. accountancy, graphic designer) or one-on-one personal or educational service (ie. hairdresser, music lessons). A Home Occupation could also include other services such as goods production (ie. florist, food), or perhaps group educational services (ie. cooking or gardening classes).

An important restriction is the 20m² area to run the business activity, plus available onsite parking for any customers. Depending upon the type and scale of activity, some may be better suited to the Home Business use or Cottage Industry use.

As a discretionary use a Home Occupation may only be conducted with approval from the Shire, often subject to public advertising, particularly where the use may potentially generate noise and/or visitor traffic.

Pursuant to the model definition in the Planning Regulations 2015, the fuelling, repair or maintenance of motor vehicles (ie. home based mechanic), which have a propensity to create noise, fumes, increased traffic, etc, can be prohibited for a Home Occupation, which is an important distinction. As such the definition of Home Occupation is to be modified to reflect the model definition in the Planning Regulations 2015 stated above.

The Home Occupation use is broadly listed for most zones however the use is to be specifically added to Schedule 2 – Special Use Zones for Special Restricted Use R1, R5, R8 and R10 zones only.

3.3 Home Business

Under the Planning Regulations 2015, a Home Business “*means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession —*

- (a) *does not involve employing more than 2 people who are not members of the occupier’s household; and*
- (b) *will not cause injury to or adversely affect the amenity of the neighbourhood; and*
- (c) *does not occupy an area greater than 50 m²; and*
- (d) *does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and*
- (e) *does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and*
- (f) *does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and*
- (g) *does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.”*

A Home Business is typically a discretionary use under most zones where a dwelling is permitted, subject to development approval and public advertising. This use could apply to larger scale home based businesses such as pet grooming, plant nursery or fitness classes for small groups.

A Home Business is not currently listed or defined in TPS3, limiting the ability for residents to undertake business activities from home that require more space. As a discretionary use a Home Business may only be conducted with approval from the Shire, subject to mandatory public advertising, as the use may potentially generate noise and/or visitor traffic.

Although the model definition in the Planning Regulations 2015 does not include the restriction of fueling, repair or maintenance of motor vehicles (as recommended for a Home Occupation), the same restriction is necessary to prohibit the establishment of home based mechanics in urban and semi-rural areas.

The model definition of Home Business is to be incorporated into TPS3, supplemented by the additional provision to exclude fuelling, repair or maintenance of motor vehicles. The Home Business use is to be added to Table 1 (Zoning Table) as an 'AA' discretionary use in the Commercial, Residential, Residential Development, Rural, Special Residential and Special Rural zones; and specifically added to Schedule 2 – Special Uses Zones for Special Restricted Use R1, R5, R8 and R10 zones only.

3.4 Cottage Industry

Under TPS3 Cottage Industry *“means an industry which produces arts and craft goods which cannot be carried out under the provisions relating to a Home Occupation’ and that:*

- (a) does not cause injury to or prejudicially affect the amenity of the neighbourhood including (but without limiting the generality of the foregoing) injury, or prejudicial affection due to the emission of light, noise, vibration, steam, soot, ash, dust, grit, oil, liquid wastes or waste products;*
- (b) where operated in a Residential zone, does not entail the employment of any person not a member of the occupier's family normally resident on the land;*
- (c) is conducted in an outbuilding which is compatible to the zone and its amenity and does not occupy an area in excess of 55 square metres;*
- (d) does not require the provision of any essential service main of a greater capacity than normally required in the zone in which it is located; and*
- (e) does not display a sign exceeding 0.2 square metres in area.”*

A Cottage Industry is typically a permitted or discretionary use under most zones where a dwelling is permitted, often subject to development approval and public advertising. This use generally applies to the production of arts and crafts goods such as furniture, toys, pottery, etc.

Under TPS3, Cottage Industry is a permitted or discretionary use in the Commercial, Industrial, Residential, Residential Development, Rural, and some Special Restricted Use and Special Rural zones.

Although Cottage Industry is not currently defined in the Planning Regulations 2015, as a permitted use, development approval may be exempt where consistent with scheme and policy provisions, meaning Shire approval may not be required for a Cottage Industry within the Bridgetown townsite.

Given the maximum allowable area of 55m² and the potential for noise impacts, the permissibility of Cottage Industry is to be modified in Table 1 (Zoning Table) from 'P' permitted to an 'AA' discretionary use in the Commercial, Residential, Residential Development, Rural, Special Rural zones. Cottage Industry is already listed as an 'AA' discretionary use in the R7, R8 and R10 zones under Schedule 2 – Special Use Zones, and is to be specifically added to the R1 and R5 zones only.

3.5 Rural Home Business

Under the Planning Regulations 2015, a Rural Home Business *“means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or occupation if the carrying out of the business, service or occupation —*

- (a) does not involve employing more than 2 people who are not members of the occupier’s household; and*
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and*
- (c) does not occupy an area greater than 200 m²; and*
- (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and*
- (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and*
- (f) does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle of more than 30 tonnes gross weight.”*

A Rural Home Business with a generous area of 200m² could allow for a range of rural based businesses or trades that require substantially more work and/or storage area, such as small scale manufacturing (ie. wholesale bakery), storage yard (ie. earthmoving contractor) or supply yard (ie. rural supplies). Whilst some similar uses may already be defined in TPS3, and limited to appropriate commercial, industrial and rural zones, there may be scope for support of a range of rural home businesses.

To assist with discussion, a 'Rural Industry' under TPS3 is defined as *“means an industry handling, treating, processing or packing primary products grown, reared or produced in the locality, and a workshop servicing plant or equipment used for rural purposes in the locality.”*

A Rural Industry is a permitted use in the Rural zone and a discretionary use in the Industrial zone within TPS3. An example of a rural industry could be a vineyard or orchard with a processing facility, and a workshop to service plant or equipment, whether used on or offsite. The generation of noise and traffic therefore associated with a rural industry would be significant in most cases, subject to compliance with relevant regulations. Importantly a Rural Industry would not need to be associated with a dwelling and therefore not defined as a Rural Home Business.

As the name suggests a Rural Home Business should only be permitted on Rural zoned land, as such activities may have a propensity to generate noise, traffic, etc. There are many properties within the Bridgetown townsite zoned Rural under TPS3, and of variable sizes ranging from approximately 4000m² up to 8 hectares.

A Rural Home Business is not currently listed in TPS3 and depending upon the nature of the proposed use could therefore be considered a 'Use Not Listed'. A Rural Home Business use class is to be defined pursuant to the Planning Regulations 2015 and listed in Table 1 (Zoning Table) as an 'SA' special approval use only in the Rural zone (Column 6) and as an 'X' prohibited use in all other zones.

Under Part IV of TPS3, Clause 4.1 Amenity and Tourist Development and sub-clauses 4.1.1, 4.1.2 and 4.1.3 include provisions to recognise and protect amenity of land. It is important that properties surrounding a Rural Home Business have adequate separation. As such a minimum lot size of 2.0 hectares is to be included in the new Home Based Business Policy for Rural Home Business uses.

3.6 Policy Review

A review of the Shire's current Home Occupation & Cottage Industry Policy has been undertaken in conjunction with preparation of this amendment. Whilst the current Policy is limited to home occupations and cottage industry, the draft Home Based Business Policy includes all five categories of home based businesses (in order of scale and permissible area) being Home Office, Home Occupation, Home Business, Cottage Industry and Rural Home Business.

The aim of the draft Policy is *"To enable low scale businesses the opportunity to be conducted from home without having a detrimental impact on the amenity of the local area."* The draft Policy seeks to provide Council, Shire staff and the general community with a clear process for the assessment and operation of home based businesses throughout the Shire on the presumption that home based businesses will be supported where it can operate without impact on the amenity of the locality.

Advertising of the draft Home Based Business Policy will be undertaken in conjunction with advertising of this amendment, then if supported, come into effect on or about the expected gazettal dates for the amendments.

4.0 Conclusion

The resolution of Council made in November 2016 seeks to update and broaden the range of business activities available to residents that are incidental to a residential dwelling, with the proposed changes generally in accordance with the model definitions from the *Planning and Development (Local Planning Schemes) Regulations 2015*.

PLANNING AND DEVELOPMENT ACT 2005

SHIRE OF BRIDGETOWN-GREENBUSHES TOWN PLANNING SCHEME NO. 3 AMENDMENT NO. 72

Resolved that the local government pursuant to Section 75 of the *Planning and Development Act 2005*, amend the above Local Planning Scheme by:

1. Introducing the definition of Home Office in Clause 1.6 Interpretation as per the model definition from the Planning Regulations 2015 including supplemental provisions, to read as follows:

“Home Office - means a dwelling used by a resident occupier of the dwelling to carry out a home occupation if the carrying out of the occupation -

- (c) is solely within the dwelling; and
- (d) does not occupy an area greater than 20 m²; and
- (b) does not entail clients or customers travelling to and from the dwelling; and
- (c) does not involve the display of a sign on the premises; and
- (d) does not require any change to the external appearance of the dwelling.”

2. Modifying Table 1 (Zoning Table) to add and list Home Office as a ‘P’ permitted use in the Commercial, Residential, Residential Development, Rural, Special Residential and Special Rural zones; and modifying Schedule 2 – Special Use Zones to include Home Office as a ‘P’ permitted use in the Special Restricted Use R1, R5, R8 and R10 zones only.

3. Modifying the definition of Home Occupation in Clause 1.6 Interpretation as per the model definition from the Planning Regulations 2015 to read as follows:

“Home Occupation - means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out an occupation if the carrying out of the occupation that -

- (a) does not involve employing a person who is not a member of the occupier’s household; and
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
- (c) does not occupy an area greater than 20 m²; and
- (d) does not involve the display on the premises of a sign with an area exceeding 0.2m²; and

- (e) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
- (f) does not -
 - (i) require a greater number of parking spaces than normally required for a single dwelling; or
 - (ii) result in an increase in traffic volume in the neighbourhood; and
- (g) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and
- (h) does not include provision for the fuelling, repair or maintenance of motor vehicles; and
- (i) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.”

4. Modifying Schedule 2 – Special Use Zones to include Home Occupation as an ‘AA’ discretionary use in the Special Restricted Use R1, R5, R8 and R10 zones only.

5. Introducing the definition of Home Business in Clause 1.6 Interpretation as per the model definition from the Planning Regulations 2015 including supplemental provisions, to read as follows:

“Home Business - means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession —

- (a) does not involve employing more than 2 people who are not members of the occupier’s household; and
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
- (c) does not occupy an area greater than 50 m²; and
- (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
- (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and
- (f) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and
- (g) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.”

6. Modifying Table 1 (Zoning Table) to add and list Home Business as an 'AA' discretionary use in the Commercial, Residential, Residential Development, Rural, Special Residential and Special Rural zones; and modifying Schedule 2 – Special Use Zones to include Home Business as an 'AA' discretionary use in the Special Restricted Use R1, R5, R8 and R10 zones only.
7. Modifying Table 1 (Zoning Table) to add where applicable and list Cottage Industry as an 'AA' discretionary use in the Commercial, Residential, Residential Development, Rural and Special Residential zones and as a 'P' permitted use in the Industrial and Service Industry zones; modifying Schedule 1 – Special Rural Zones to add Cottage Industry as an 'AA' discretionary use in the SR1, SR2, SR3 and SR4 zones; and modifying Schedule 2 – Special Use Zones to add Cottage Industry as an 'AA' discretionary use in the R1 and R5 zones only.
8. Introducing the definition of Rural Home Business in Clause 1.6 Interpretation as defined in the Planning Regulations 2015 to read as follows:

“Rural Home Business - means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or occupation if the carrying out of the business, service or occupation —

 - (a) does not involve employing more than 2 people who are not members of the occupier's household; and
 - (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
 - (c) does not occupy an area greater than 200 m²; and
 - (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
 - (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and
 - (f) does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle of more than 30 tonnes gross weight.”
9. Modifying Table 1 (Zoning Table) to add and list Rural Home Business as an 'SA' special approval use for the Rural zone and as an 'X' prohibited use in all other zones.

Amendment No. 72 has been adopted as a 'Standard' amendment under the provisions of the *Planning and Development (Local Planning Scheme) Regulations 2015* for the following reasons:

- The amendment will not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
- The amendment is not a complex or basic amendment.

Adoption Page

The following endorsements are hereunto affixed as confirmation of compliance with the requirements of the *Planning and Development Act 2005* and *Planning and Development (Local Planning Schemes) Regulations 2015*.

Adoption

Adopted for advertising by Resolution (No. _____) of the Council of the Shire of Bridgetown-Greenbushes at the Ordinary Meeting of Council held on the _____ day of _____ 20____.

Shire President _____ Date _____

Chief Executive Officer _____ Date _____

Final Approval

Adopted for final approval by Resolution (No. _____) of the Council of the Shire of Bridgetown-Greenbushes at the Ordinary Meeting of Council held on _____ day of _____ 20____ and pursuant to that Resolution the seal of the authority was hereunto affixed in the presence of:

Shire President _____ Date _____

Chief Executive Officer _____ Date _____

Recommended/Submitted for Final Approval

Endorsed by the Western Australian Planning Commission and submitted for final approval.

Delegated under s.16
of the *Planning and
Development Act 2005* _____ Date _____

Final Approval Granted

Minister for Planning _____ Date _____



**Shire of Bridgetown-Greenbushes
Town Planning Scheme No. 4
Amendment No. 70**

January 2017

**Prepared by the Shire of Bridgetown-Greenbushes
PLANNING AND DEVELOPMENT ACT 2005**

RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME

**SHIRE OF BRIDGETOWN-GREENBUSHES
TOWN PLANNING SCHEME NO. 4
AMENDMENT NO. 70**

Resolved that the local government pursuant to Section 75 of the *Planning and Development Act 2005*, amend the above Local Planning Scheme by:

1. Introducing the definition of Home Office in Schedule 1 - Interpretations as per the model definition from the Planning Regulations 2015 including supplemental provisions, to read as follows:

“Home Office - means a dwelling used by a resident occupier of the dwelling to carry out a home occupation if the carrying out of the occupation -

- (a) is solely within the dwelling; and
- (b) does not occupy an area greater than 20 m²; and
- (b) does not entail clients or customers travelling to and from the dwelling; and
- (c) does not involve the display of a sign on the premises; and
- (d) does not require any change to the external appearance of the dwelling.”

2. Modifying Table 1 - Zoning Table to add and list Home Office as a ‘P’ permitted use in the Commercial, Residential, Rural 1, Rural 2, Rural 3, Rural 4, Special Residential and Special Rural zones; and modifying Schedule 6 – Special Use Zones to include Home Office as a ‘P’ permitted use in the Special Use SU1 and SU3 zones only.

3. Modifying the definition of Home Occupation in Schedule 1 - Interpretations as per the model definition from the Planning Regulations 2015 to read as follows:

“Home Occupation - means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out an occupation if the carrying out of the occupation that -

- (a) does not involve employing a person who is not a member of the occupier’s household; and
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
- (c) does not occupy an area greater than 20 m²; and
- (d) does not involve the display on the premises of a sign with an area exceeding 0.2m²; and

- (e) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
- (f) does not -
 - (i) require a greater number of parking spaces than normally required for a single dwelling; or
 - (ii) result in an increase in traffic volume in the neighbourhood; and
- (g) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and
- (h) does not include provision for the fuelling, repair or maintenance of motor vehicles; and
- (i) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.”

4. Introducing the definition of Home Business in Schedule 1 - Interpretations as per the model definition from the Planning Regulations 2015 including supplemental provisions, to read as follows:

“Home Business - means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession —

- (a) does not involve employing more than 2 people who are not members of the occupier’s household; and
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
- (c) does not occupy an area greater than 50 m²; and
- (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
- (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and
- (f) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and
- (g) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.”

5. Modifying Table 1 - Zoning Table to add and list Home Business as an ‘AA’ discretionary use in the Commercial, Residential, Rural 1, Rural 2, Rural 3, Rural 4 Special Residential and Special Rural Zones; and modifying Schedule 6 – Special Use Zones to include Home Business as a ‘AA’ permitted use in the Special Use SU1 and SU3 zones only.

6. Modifying Table 1 - Zoning Table to add and list Cottage Industry as a 'P' permitted use in the Industrial zone.
7. Introducing the definition of Rural Home Business in Schedule 1 – Interpretations as defined in the Planning Regulations 2015 to read as follows:

“Rural Home Business - means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or occupation if the carrying out of the business, service or occupation —

 - (a) does not involve employing more than 2 people who are not members of the occupier’s household; and
 - (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
 - (c) does not occupy an area greater than 200 m²; and
 - (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
 - (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and
 - (f) does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle of more than 30 tonnes gross weight.”
8. Modifying Table 1 - Zoning Table to add and list Rural Home Business as an 'SA' special approval use in the Rural 1, Rural 2, Rural 3 and Rural zones only.

Amendment No. 70 has been adopted as a 'Standard' amendment under the provisions of the *Planning and Development (Local Planning Scheme) Regulations 2015* for the following reasons:

- The amendment will not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
- The amendment is not a complex or basic amendment.

Dated this _____ day of _____ 2017

Chief Executive Officer _____

Scheme Amendment Report

1.0 Introduction

The purpose of this amendment is to update the definitions and appropriate permissibility of a range of home based business activities for residents throughout the Shire and outside of the Bridgetown townsite. The amendment has been prepared, in conjunction with the review of the related policy, to better address the needs of the Shire and generally reflect the 'Model provisions' from the *Planning and Development (Local Planning Schemes) Regulations 2015*.

2.0 Background

At the Ordinary Meeting of Council held on 28 May 2015, Council resolved:

"C.02/0515 That:

- 1. The CEO present a report back to Council on the possible amendment to Town Planning Scheme No. 4, to introduce into a new use of "Home Business" with 'AA' use applicability in the Rural zones of the Scheme.*
- 2. The report to Council also address allowing uses already listed in the zoning table to be approved as a Home Business subject to such businesses meeting the restrictions (floor area, restriction on employees, etc.) of a home business.*
- 3. A review of the Home Occupation Cottage Industry Policy be undertaken in conjunction with the above report to Council."*

A subsequent report was then presented to the Ordinary Meeting of Council held on 24 November 2016 whereby Council resolved:

"C.08/1116 That Council:

- 1. Gives 'in-principle' support for following changes to Town Planning Scheme No. 3 and Town Planning Scheme No. 4:*
 - a) Introduce 'Home Office' as defined in the Planning Regulations 2015, subject to supplemental provisions limiting the use to 20m² only, and to be conducted by the resident(s) of the dwelling only; with a 'Home Office' listed as a 'P' permitted use in the Commercial, Residential, Residential Development, Rural, Special Residential, Special Restricted Use and Special Rural zones under Town Planning Scheme No. 3; and listed as a 'P' permitted use in the Commercial, Residential, Rural 1, Rural 2, Rural 3, Rural 4, Special Residential, Special Rural and Special Use zones under Town Planning Scheme No. 4.*
 - b) The definition of 'Home Occupation' be modified to reflect the model definition in the Planning Regulations 2015, which includes the prohibition of fuelling, repair or maintenance of motor vehicles.*

- c) *Introduce 'Home Business' as defined in the Planning Regulations 2015, subject to a supplemental provision to prohibit the fuelling, repair or maintenance of motor vehicles; with a 'Home Business' listed as an 'AA' discretionary use in the Commercial, Residential, Residential Development, Rural, Special Residential, Special Restricted Use, and Special Rural zones under Town Planning Scheme No.3; and listed as a 'AA' discretionary use in the Commercial, Residential, Rural 1, Rural 2, Rural 3, Rural 4, Special Residential, Special Rural and Special Use zones under Town Planning Scheme No. 4.*
 - d) *Modify the permissibility of 'Cottage Industry' as an 'AA' discretionary use in the Commercial, Residential, Residential Development, Rural, Special Rural and some Special Restricted Use zones under TPS3; as a 'P' permitted use in the Industrial and Service Industry zones in TPS3; and as a 'P' permitted use in the Industrial zone in TPS4.*
 - e) *Introduce 'Rural Home Business' as defined in the Planning Regulations 2015, and listed as an 'SA' special approval use in the Rural 1, Rural 2, Rural 3 or Rural 4 zones only of TPS4.*
2. *Directs the Chief Executive Officer to prepare necessary scheme amendment documentation reflecting Point 1. above, for presentation at a future meeting of Council.*
 3. *Notes the content of the draft Home-Based Business Policy, as per Attachment 2, with the final draft policy to be presented to Council in conjunction with Point 2. above for future public consultation."*

3.0 Justification

The operation of home based businesses is regulated by the Shire's Town Planning Scheme No. 4 (TPS4) relating to land outside of the Bridgetown townsite. The Shire's Home Occupation & Cottage Industry Town Planning Scheme Policy No. 20 also provides specific guidance for those two listed uses.

The purpose of controlling home based business activities within dwellings and ancillary outbuildings is to ensure that any such activities remain incidental to the primary residential use of the property, and that the amenity of surrounding properties is protected, particularly the amenity of nearby residential dwellings or other sensitive land uses (ie. schools, hospitals, etc).

There are a variety of home based business land uses applicable to the Shire of Bridgetown-Greenbushes, with two already defined in TPS4, plus others defined in the 'Model provisions' in Schedule 1, Part 6, Division 1 of the *Planning and Development (Local Planning Scheme) Regulations 2015* (Planning Regulations 2015). A review of the other local planning schemes and the Planning Regulations 2015 demonstrates the five types of home based business uses (in order of size) as Home Office, Home Occupation, Home Business, Cottage Industry and Rural Home Business.

3.1 Home Office

Under the Planning Regulations 2015 a Home Office *“means a dwelling used by an occupier of the dwelling to carry out a home occupation if the carrying out of the occupation —*

- (a) is solely within the dwelling; and*
- (b) does not entail clients or customers travelling to and from the dwelling; and*
- (c) does not involve the display of a sign on the premises; and*
- (d) does not require any change to the external appearance of the dwelling.”*

A Home Office is typically a permitted use under most zones where a dwelling is permitted. Development approval would typically be exempt where located within the dwelling, no customers will be visiting the property, no signage is displayed and no works or changes in the building are proposed. This use class could apply to a mobile business (ie. plumber), an online business (ie. marketing consultant) or service business (ie. book keeper).

A Home Office is not currently listed or defined in TPS4 however the current Home Occupation & Cottage Industry Policy recognises that mobile businesses do not require approval to use their home for administrative purposes. This unofficial exemption however does not technically apply to a person working from home, even where consistent with the home office definition.

A Home Office is to be incorporated into TPS4 including supplemental provisions limiting the use to 20m² only, and to be conducted by the resident(s) of the dwelling only. A Home Office is to be listed in Table 1 - Zoning Table to add and list 'Home Office' as a 'P' permitted use in the Commercial, Residential, Rural 1, Rural 2, Rural 3, Rural 4, Special Residential and Special Rural zones.

A Home Office is also to be listed in Schedule 6 – Special Use Zones as a 'P' permitted use applicable to the Special Use SU1 and SU3 zones, being Bridgetown Gardens Estate and Windy Hollow Estate respectively, with land potentially suitable for Home Office activities. The Special Use SU2 zone applies to a tourist lot in the Highlands Estate with an Office already listed as a Permitted use, so a Home Office is not considered necessary.

3.2 Home Occupation

Under the Planning Regulations 2015, a Home Occupation *“means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out an occupation if the carrying out of the occupation that —*

- (a) does not involve employing a person who is not a member of the occupier’s household; and*

- (b) *will not cause injury to or adversely affect the amenity of the neighbourhood; and*
- (c) *does not occupy an area greater than 20 m²; and*
- (d) *does not involve the display on the premises of a sign with an area exceeding 0.2m²; and*
- (e) *does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and*
- (f) *does not —*
 - (i) *require a greater number of parking spaces than normally required for a single dwelling; or*
 - (ii) *result in an increase in traffic volume in the neighbourhood; and*
- (g) *does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and*
- (h) *does not include provision for the fuelling, repair or maintenance of motor vehicles; and*
- (i) *does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.”*

Under TPS4 currently a Home Occupation “means a business carried on with the permission of the responsible authority within a house or the curtilage of a house that:

- (a) *does not cause injury to or prejudicially affect the amenity of the neighbourhood including (but without limiting the generality of the foregoing) injury or prejudicial affection due to the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, grit, oil, waste water, or waste products;*
- (b) *does not entail the employment of any person not a member of the occupier's family, except in the case of a professional person;*
- (c) *does not occupy an area greater than 20 square metres;*
- (d) *does not require the provision of any essential service main of a greater capacity than normally required in the zone in which it is located; and*
- (e) *is restricted in advertisement to a sign not exceeding 0.2 square metres in area.”*

A Home Occupation is also listed in TPS4 in the Residential, Rural 1, Rural 2, Rural 3, Rural 4 and Special Residential zones, plus some Special Rural and Special Use zones. This activity could apply to people running a business service (ie. accountancy, graphic designer) or one-on-one personal or educational service (ie. hairdresser, music lessons). A Home Occupation could also include other services such as goods production (ie. florist, food), or perhaps group educational services (ie. cooking or gardening classes).

An important restriction is the 20m² area to run the business activity, plus available onsite parking for any customers. Depending upon the type and scale of activity, some may be better suited to the Home Business use or Cottage Industry use.

As a discretionary use a Home Occupation may only be conducted with approval from the Shire, often subject to public advertising, particularly where the use may potentially generate noise and/or visitor traffic.

Pursuant to the model definition in the Planning Regulations 2015, the fuelling, repair or maintenance of motor vehicles (ie. home based mechanic), which have a propensity to create noise, fumes, increased traffic, etc, can be prohibited for a Home Occupation, which is an important distinction. As such the definition of Home Occupation is to be modified to reflect the model definition in the Planning Regulations 2015 stated above.

The Home Occupation use is broadly listed for most zones including the SU1 and SU3 zones, so modification to Table 1 – Zoning table is not considered necessary.

3.3 Home Business

Under the Planning Regulations 2015, a Home Business “*means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession —*

- (a) *does not involve employing more than 2 people who are not members of the occupier’s household; and*
- (b) *will not cause injury to or adversely affect the amenity of the neighbourhood; and*
- (c) *does not occupy an area greater than 50 m²; and*
- (d) *does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and*
- (e) *does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and*
- (f) *does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and*
- (g) *does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.”*

A Home Business is typically a discretionary use under most zones where a dwelling is permitted, subject to development approval and public advertising. This use could apply to larger scale home based businesses such as pet grooming, plant nursery or fitness classes for small groups.

A Home Business is not currently listed or defined in TPS4, limiting the ability for residents to undertake business activities from home that require more space. As a discretionary use a Home Business may only be conducted with approval from the Shire, subject to mandatory public advertising, as the use may potentially generate noise and/or visitor traffic.

Although the model definition in the Planning Regulations 2015 does not include the restriction of fueling, repair or maintenance of motor vehicles (as recommended for a Home Occupation), the same restriction is necessary to prohibit the establishment of home based mechanics in urban and semi-rural areas.

The model definition of Home Business is to be incorporated into TPS4, supplemented by the additional provision to exclude fuelling, repair or maintenance of motor vehicles. The Home Business use is to be added to Table 1 - Zoning Table as an 'AA' discretionary use in the Commercial, Residential, Rural 1, Rural 2, Rural 3, Rural 4, Special Residential and Special Rural; and specifically added to Schedule 6 – Special Uses Zones for Special Use SU1 and SU3 zones.

3.4 Cottage Industry

Under TPS4 'Industry – Cottage' *"means an industry which produces arts and craft goods which cannot be carried out under the provisions relating to a Home Occupation' and that:*

- (a) does not cause injury to or prejudicially affect the amenity of the neighbourhood including (but without limiting the generality of the foregoing) injury, or prejudicial affection due to the emission of light, noise, vibration, steam, soot, ash, dust, grit, oil, liquid wastes or waste products;*
- (b) where operated in a Residential zone, does not entail the employment of any person not a member of the occupier's family normally resident on the land;*
- (c) is conducted in an outbuilding which is compatible to the zone and its amenity and does not occupy an area in excess of 55 square metres;*
- (d) does not require the provision of any essential service main of a greater capacity than normally required in the zone in which it is located; and*
- (e) does not display a sign exceeding 0.2 square metres in area."*

A Cottage Industry is typically a permitted or discretionary use under most zones where a dwelling is permitted, often subject to development approval and public advertising. This use generally applies to the production of arts and crafts goods such as furniture, toys, pottery, etc.

Under TPS4 a Cottage Industry is a discretionary use in the Residential, Rural 1, Rural 2, Rural 3, Rural 4 and Special Residential zone, plus some Special Restricted Use and Special Rural zones. Cottage Industry is not listed in the Industrial zone so the amendment will modify Table 1 – Zoning Table to list 'Industry – Cottage' as a 'P' permitted use in the Industrial zone.

3.5 Rural Home Business

Under the Planning Regulations 2015, a Rural Home Business *“means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or occupation if the carrying out of the business, service or occupation —*

- (a) does not involve employing more than 2 people who are not members of the occupier’s household; and*
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and*
- (c) does not occupy an area greater than 200 m²; and*
- (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and*
- (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and*
- (f) does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle of more than 30 tonnes gross weight.”*

A Rural Home Business with a generous area of 200m² could allow for a range of rural based businesses or trades that require substantially more work and/or storage area, such as small scale manufacturing (ie. wholesale bakery), storage yard (ie. earthmoving contractor) or supply yard (ie. rural supplies). Whilst some similar uses may already be defined in TPS4, and limited to appropriate commercial, industrial and rural zones, there may be scope for support of a range of rural home businesses.

To assist with discussion, a ‘Rural Industry’ under TPS4 is defined as *“means an industry handling, treating, processing or packing primary products grown, reared or produced in the locality, and a workshop servicing plant or equipment used for rural purposes in the locality.”*

A ‘Rural Industry’ is a discretionary use in the Industrial, Rural 1, Rural 2, Rural 3 and Rural 4 zones of TPS4. An example of a rural industry could be a vineyard or orchard with a processing facility, and a workshop to service plant or equipment, whether used on or offsite. The generation of noise and traffic therefore associated with a rural industry would be significant in most cases, subject to compliance with relevant regulations. Importantly a Rural Industry would not need to be associated with a dwelling and therefore not defined as a Rural Home Business.

As the name suggests, a Rural Home Business should only be permitted on Rural zoned land and there are many farming properties outside of the Bridgetown townsite suitable for conducting a rural home business. The establishment of a Rural Home Business in an urban area or in a Special Rural or Special Use zone is not considered appropriate.

A Rural Home Business is not currently listed in TPS4 and depending upon the nature of the proposed use could therefore be considered a 'Use Not Listed'. A Rural Home Business use class is to be defined pursuant to the Planning Regulations 2015, then listed in Table 1 – Zoning Table as an 'SA' special approval use in the Rural 1, Rural 2, Rural 3 and Rural 4 zones only, therefore prohibited in all other zones.

Under Part IV of TPS4, Clause 4.10 Amenity and Development and sub-clauses 4.10.1, 4.10.2 and 4.10.3 include provisions to recognise and protect amenity of land. It is important that properties surrounding a Rural Home Business have adequate separation. As such a minimum lot size of 2.0 hectares is to be included in the new Home Based Business Policy for Rural Home Business uses.

3.6 Policy Review

A review of the Shire's current Home Occupation & Cottage Industry Policy has been undertaken in conjunction with prepared of this amendment. Whilst the current Policy is limited to home occupations and cottage industry, the draft Home Based Business Policy includes all five categories of home based businesses (in order of scale and permissible area) being Home Office, Home Occupation, Home Business, Cottage Industry and Rural Home Business.

The aim of the draft Policy is *"To enable low scale businesses the opportunity to be conducted from home without having a detrimental impact on the amenity of the local area."* The draft Policy seeks to provide Council, Shire staff and the general community with a clear process for the assessment and operation of home based businesses throughout the Shire on the presumption that home based businesses will be supported where it can operate without impact on the amenity of the locality.

Advertising of the draft Home Based Business Policy will be undertaken in conjunction with advertising of this amendment, then if supported, come into affect upon gazettal of the amendment.

4.0 Conclusion

The resolution of Council made in November 2016 seeks to update and broaden the range of business activities available to residents that are incidental to a residential dwelling, with the proposed changes generally in accordance with the model definitions from the *Planning and Development (Local Planning Schemes) Regulations 2015*.

PLANNING AND DEVELOPMENT ACT 2005

RESOLUTION TO ADOPT AMENDMENT TO LOCAL PLANNING SCHEME

SHIRE OF BRIDGETOWN-GREENBUSHES TOWN PLANNING SCHEME NO. 4 AMENDMENT NO. 70

Resolved that the local government pursuant to Section 75 of the *Planning and Development Act 2005*, amend the above Local Planning Scheme by:

1. Introducing the definition of 'Home Office' in Schedule 1 - Interpretations as per the model definition from the Planning Regulations 2015 including supplemental provisions, to read as follows:

"Home Office - means a dwelling used by a resident occupier of the dwelling to carry out a home occupation if the carrying out of the occupation -

- (c) is solely within the dwelling; and
- (d) does not occupy an area greater than 20 m²; and
- (b) does not entail clients or customers travelling to and from the dwelling; and
- (c) does not involve the display of a sign on the premises; and
- (d) does not require any change to the external appearance of the dwelling."

2. Modifying Table 1 - Zoning Table to add and list 'Home Office' as a 'P' permitted use in the Commercial, Residential, Rural 1, Rural 2, Rural 3, Rural 4, Special Residential and Special Rural zones; and modifying Schedule 6 – Special Use Zones to include 'Home Office' as a 'P' permitted use in the Special Use SU1 and SU3 zones only.

3. Modifying the definition of 'Home Occupation' in Schedule 1 - Interpretations as per the model definition from the Planning Regulations 2015 to read as follows:

"Home Occupation - means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out an occupation if the carrying out of the occupation that -

- (a) does not involve employing a person who is not a member of the occupier's household; and
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
- (c) does not occupy an area greater than 20 m²; and
- (d) does not involve the display on the premises of a sign with an area exceeding 0.2m²; and

- (e) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
- (f) does not -
 - (i) require a greater number of parking spaces than normally required for a single dwelling; or
 - (ii) result in an increase in traffic volume in the neighbourhood; and
- (g) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and
- (h) does not include provision for the fuelling, repair or maintenance of motor vehicles; and
- (i) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.”

4. Introducing the definition of ‘Home Business’ in Schedule 1 - Interpretations as per the model definition from the Planning Regulations 2015 including supplemental provisions, to read as follows:

“Home Business - means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession —

- (a) does not involve employing more than 2 people who are not members of the occupier’s household; and
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
- (c) does not occupy an area greater than 50 m²; and
- (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
- (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and
- (f) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and
- (g) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.”

5. Modifying Table 1 - Zoning Table to add and list ‘Home Business’ as an ‘AA’ discretionary use in the Commercial, Residential, Rural 1, Rural 2, Rural 3, Rural 4 Special Residential and Special Rural Zones; and modifying Schedule 6 – Special Use Zones to include ‘Home Business’ as a ‘AA’ permitted use in the Special Use SU1 and SU3 zones only.

6. Modifying Table 1 - Zoning Table to add and list 'Cottage Industry' as a 'P' permitted use in the Industrial zone.
7. Introducing the definition of 'Rural Home Business' in Schedule 1 – Interpretations as defined in the Planning Regulations 2015 to read as follows:

“Rural Home Business - means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or occupation if the carrying out of the business, service or occupation —

 - (a) does not involve employing more than 2 people who are not members of the occupier's household; and
 - (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
 - (c) does not occupy an area greater than 200 m²; and
 - (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and
 - (e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and
 - (f) does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle of more than 30 tonnes gross weight.”
8. Modifying Table 1 - Zoning Table to add and list 'Rural Home Business' as an 'SA' special approval use in the Rural 1, Rural 2, Rural 3 and Rural zones only.

Amendment No. 70 has been adopted as a 'Standard' amendment under the provisions of the *Planning and Development (Local Planning Scheme) Regulations 2015* for the following reasons:

- The amendment will not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
- The amendment is not a complex or basic amendment.

Adoption Page

The following endorsements are hereunto affixed as confirmation of compliance with the requirements of the *Planning and Development Act 2005* and *Planning and Development (Local Planning Schemes) Regulations 2015*.

Adoption

Adopted for advertising by Resolution (No. _____) of the Council of the Shire of Bridgetown-Greenbushes at the Ordinary Meeting of Council held on the _____ day of _____ 20____.

Shire President _____ Date _____

Chief Executive Officer _____ Date _____

Final Approval

Adopted for final approval by Resolution (No. _____) of the Council of the Shire of Bridgetown-Greenbushes at the Ordinary Meeting of Council held on _____ day of _____ 20____ and pursuant to that Resolution the seal of the authority was hereunto affixed in the presence of:

Shire President _____ Date _____

Chief Executive Officer _____ Date _____

Recommended/Submitted for Final Approval

Endorsed by the Western Australian Planning Commission and submitted for final approval.

Delegated under s.16
of the *Planning and
Development Act 2005* _____ Date _____

Final Approval Granted

Minister for Planning _____ Date _____

POLICY NO.	TP.20
POLICY SUBJECT	Draft Home Based Business Policy (January 2017)
ADOPTION DATE	TBA

1.0 Introduction

Home based businesses are becoming more popular across Western Australia, particularly due to strong service sector employment growth, advancements in telecommunications technology and the desire for more flexible lifestyles. Home based employment can provide a convenient and cost effective way to establish and operate a small business, and also provide the local community with easy access to a diverse mix of local products and services.

The Shire of Bridgetown-Greenbushes recognises the importance of diverse employment and lifestyle opportunities as key contributors to the economic growth and social sustainability of the local community. The Shire's Strategic Community Plan seeks to support existing industries and attract and promote new 'value adding' initiatives, particularly in the tourism, agriculture, art and cultural sectors.

This Policy is made pursuant Schedule 2, Part 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, also pursuant to Town Planning Scheme No. 3 (TPS3) and Town Planning Scheme No. 4 (TPS4), and is to be read in conjunction with Parts III and IV of TPS3 and TPS4, that deal with the land use and zoning provisions. This Policy expressly supersedes the Home Occupation & Cottage Industry Town Planning Scheme Policy TP.20.

2.0 Aim

The aim of the Shire of Bridgetown-Greenbushes Home Based Business Policy:

"To enable low scale businesses the opportunity to be conducted from home without having a detrimental impact on the amenity of the local area."

3.0 Policy Statement

This Policy seeks to support low-key home based business activities within the Shire, where residential amenity, the local environment and orderly and proper planning are not adversely affected. The purpose of this policy is to regulate the establishment and operation of a home based businesses across the Shire and to provide guidance to landowners, occupiers and the local government.

For the purpose of this policy a Home Based Business means a small scale business operated incidental to the habitation of the primary residential dwelling, by the permanent resident(s) of the property. This policy applies to all home based business within the Shire.

When determining the potential impacts of a home based business on the amenity of surrounding properties, consideration must be given to the nature of the business, noise, emissions, hours of operation, employees, visitors and traffic including deliveries. Hence the definitions of each use in the operative local planning scheme

impose restrictions such as maximum area, restrictions on employees, maximum advertising signage, etc. Where development approval has been granted and valid complaints received about noise or other nuisances generated by the business, the Shire reserves the right to vary the conditions or withdraw the approval.

Where a home based business does not meet the specific criteria, then development approval (if possible) may be required as another type of home based business classification. Importantly, activities under these classifications are not permitted to the same extent as other activities such as a Shop within a Commercial Zone or Light industry in an Industrial zone.

This Policy does not apply to home based tourism such as Bed and Breakfast Accommodation or Holiday Accommodation are regulated separately through the operative local scheme and policies. This Policy also does not apply to a 'hobby', being a regular activity or interest undertaken by a resident of the property, typically during the resident's leisure time, which is of an appropriate and low scale, incidental to the dwelling and does not constitute a commercial venture.

4.0 Policy Requirements

There are five separate use classes for home based businesses that are supported in the Shire of Bridgetown-Greenbushes under TPS3 and TPS4 being (in order of size) Home Office, Home Occupation, Home Business, Cottage Industry and Rural Home Business. Each use is further described and criteria stipulated below. In all cases the business and any conditional approvals shall be personal to the resident(s) of the dwelling and neither run with the land nor transferable or assignable to any other person or property.

4.1 Home Office

The Shire considers that a Home Office operated strictly within the criteria set out below will have negligible impact on local amenity and therefore development approval is exempt under the operative local planning scheme. A Home Office for example could be an online marketing consultant or book keeper, or the administration base for a mobile business such as a plumber, builder, etc.

Noting the definition under the operative local planning scheme, a Home Office must meet all of the following requirements:

- be carried out within a maximum area of 20m² and solely from within the dwelling;
- be carried out by a permanent resident of the dwelling only;
- not cause injury to or adversely affect the amenity of the neighbourhood;
- not involve the retail sale, display or hire of goods of any nature;
- not involve clients or customers travelling to and from the dwelling;
- not increase the traffic volumes normally required for the dwelling; and
- not require any change to the external appearance of the dwelling, including the display of signage.

A Home Office may include the use of a kitchen for occasional commercial cooking including preparing cakes, preserves, etc, for sale. This occasional use is restricted to no more than twice per week with no employees or customers coming to the property. As such, development approval is exempt although Health approval may still be required. It should be noted that an exemption from development approval does not mean the business is exempt from any approvals necessary under any other written law.

4.2 Home Occupation

The Shire considers that a Home Occupation operated strictly within the criteria set out below will have minimal impact on local amenity, with development approval required prior to commencing business. A Home Occupation for example could be a solicitor, hairdresser or music teacher.

Noting the definition under the operative local planning scheme, a Home Occupation must meet all of the following requirements:

- be carried out within a maximum area of 20m² only and under no circumstances can an extension of floor area for business use be permitted;
- be carried out within the principal dwelling (not ancillary dwelling) or adjacent outbuilding where the outbuilding is no more than 20 metres distance from the dwelling;
- not involve the retail sale, display or hire of goods of any nature, unless conducted using telephone or online ordering and offsite delivery or postage;
- be carried out by permanent resident(s) of the dwelling only;
- not cause injury to or adversely affect the amenity of the neighbourhood;
- all customers must be by appointment only and timed to avoid more than one appointment being onsite at any one time;
- provision onsite of one customer parking bay, in addition to parking bays available for residents of the dwelling;
- does not require result in increased traffic volume in the neighbourhood; and
- does not involve the display of a sign with an area exceeding 0.2m²;
- does not include provision for the fuelling, repair or maintenance of motor vehicles; and
- does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.

A Home Occupation that relates to food production or personal services (hair, beauty, acupuncture, massage, etc) will usually require separate Health approval.

4.3 Home Business

The Shire considers that a Home Business operated strictly within the criteria set out below will have an acceptable impact on local amenity, subject to neighbour consultation, with development approval required and any conditions met prior to commencing business. A Home Business for example could be a plant nursery, small accountancy practice or personal fitness training for small groups.

Noting the definition under the operative local planning scheme, a Home Business must meet all of the following requirements:

- be carried out within a maximum area of 50m² only and under no circumstances can an extension of floor area for business use be permitted;
- be carried out within the principal dwelling or adjacent outbuilding where the outbuilding is no more than 20 metres distance from the dwelling;
- be carried out by a permanent resident of the dwelling and a maximum of two employees only who are not members of the occupier's household;
- not involve the retail sale, display or hire of goods of any nature, unless conducted using telephone or online ordering and offsite delivery or postage;
- all customers must be by appointment only and timed to avoid more than one appointment being onsite at any one time;
- provision onsite of sufficient car parking for any customers and employees, in addition to parking bays available for residents of the dwelling;
- does not cause injury to or prejudicially affect the amenity of the neighbourhood including (but without limiting the generality of the foregoing) injury, or prejudicial affection due to the emission of light, noise, vibration, steam, soot, ash, dust, grit, oil, liquid wastes or waste products;
- does not involve the display of a sign with an area exceeding 0.2m²;
- does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight;
- does not include provision for the fuelling, repair or maintenance of motor vehicles; and
- does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.

A Home Business that relates to food production or personal services (hair, beauty, acupuncture, massage, etc) will usually require separate Health approval.

4.4 Cottage Industry

The Shire considers that a Cottage Industry operated strictly within the criteria set out below will have an acceptable impact on local amenity, be subject to neighbour consultation, with development approval required and any conditions met prior to commencing business. A Cottage Industry is limited to production of arts and crafts goods only such as making furniture, toys, pottery, clothes, etc.

Noting the definition under the operative local planning scheme, a Cottage Industry must meet all of the following requirements:

- be restricted to production of 'arts and crafts' goods only and does not include uses of a 'general industrial' nature;
- be carried out within a maximum area of 55m² only and under no circumstances can an extension of floor area for business use be permitted;
- be carried out within the dwelling or outbuilding where the outbuilding is no more than 20 metres distance from the dwelling;
- be carried out by permanent resident(s) of the dwelling only;
- not involve the retail sale, display or hire of goods of any nature, unless conducted using telephone or online ordering and offsite delivery or postage;

- all customers must be by appointment only and timed to avoid more than one appointment being onsite at any one time;
- provision onsite of one car parking bay per employee and one customer parking bay, in addition to parking bays available for residents of the dwelling;
- does not cause injury to or prejudicially affect the amenity of the neighbourhood including (but without limiting the generality of the foregoing) injury, or prejudicial affection due to the emission of light, noise, vibration, steam, soot, ash, dust, grit, oil, liquid wastes or waste products;
- does not involve the display of a sign with an area exceeding 0.2m²;
- does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight;
- does not include provision for the fuelling, repair or maintenance of motor vehicles; and
- does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.

4.5 Rural Home Business

The Shire considers that a Rural Home Business operated strictly within the criteria set out below will have an acceptable impact on local amenity, be subject to neighbour consultation, with development approval required and any conditions met prior to commencing business. A Rural Home Business allows a variety of uses such as wholesale bakery, contractor's depot or rural supply yard.

Noting the definition under the operative local planning scheme, a Rural Home Business must meet all of the following requirements:

- be carried out within a maximum area of 200m² only and under no circumstances can an extension of the business area be permitted;
- be carried out within an outbuilding or designated yard separated by no more than 20 metres from the principal dwelling;
- be carried out by permanent resident(s) of the dwelling plus a maximum of two people who are not members of the occupier's household;
- not involve the retail sale, display or hire of goods of any nature, unless conducted using telephone or online ordering and offsite delivery or postage;
- does not cause injury to or prejudicially affect the amenity of the neighbourhood including (but without limiting the generality of the foregoing) injury, or prejudicial affection due to the emission of light, noise, vibration, steam, soot, ash, dust, grit, oil, liquid wastes or waste products;
- does not involve the display of a sign with an area exceeding 0.2m²;
- does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood;
- does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle of more than 30 tonnes gross weight; and
- does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located.

A Rural Home Business that relates to food production will usually require separate Health approval.

4.6 General Requirements

The following general requirements apply to all categories of home based businesses.

4.6.1 Car Parking and Access

Car parking is to be provided onsite to accommodate employee and customer vehicles and deliveries, including sufficient manoeuvring area for vehicles to exit the property in a forward gear. Car parking and access is to be located so as to limit the impact of amenity of neighbouring properties and is to be clearly identifiable to visitors. The parking of commercial vehicles associated within an approved home based in the Residential Zone in the Bridgetown townsite will be subject to the provisions of Clause 4.3.2 of TPS3.

4.6.2 Customer Visits

Where permitted, customer visits are to be by appointment only and limited to normal business hours (ie. 8am to 6pm) Monday to Saturday only, excluding Public Holidays. The Shire may permit customer visits outside of these days and times subject to suitable consultation with neighbours and consideration of any submissions.

4.6.3 Use of Vehicles/Machines

The use of a vehicle (car, utility, truck, etc) and the need for any onsite delivery or collections, and the use of any machinery (power tools, lighting, electrical equipment, etc) is to be detailed in the application. The Shire will take into account the zoning of the property, proximity to surrounding dwellings and the expected general impact on local amenity when determining a home based business that seeks to use vehicles and/or machinery, and will be subject to any mitigation considered necessary.

4.6.4 Storage of Materials/Equipment

The storage of materials and/or equipment associated with a home based business must be located within the approved indoor workspace, or in the case of a rural home business stored in the designated outdoor workspace and screened from public view if considered necessary.

4.6.5 Maintenance of Vehicles/Equipment

Where minor maintenance of vehicles or equipment associated with a mobile business or home business is to be conducted onsite, it must be undertaken so as not to cause a nuisance for neighbours. Where major servicing of vehicles or equipment is required this must be done offsite at an approved premise.

4.6.6 Bushfire Prone Areas

A Home Based Business in a designated Bushfire Prone Areas may require additional information to be supplied with the application to ensure the safety of customers during a bushfire event. A Bushfire Management Plan or Statement may be required depending upon the scale of the operation, assessing the location of the property, siting of the business within the lot, internal and external vehicular access and water supply for fire-fighting, with regard to SPP 3.7 Planning in Bushfire Prone Areas and the Guidelines for Planning in Bushfire Prone Areas.

DRAFT

POLICY NO.	A.4
POLICY SUBJECT	Facility Opening Hours to the Public
ADOPTION DATE	25 th February 1999
VARIATION DATE	30 th January 2003
VARIATION DATE	25 th November 2004 (C.25/1104)
REVIEW DATE	27 th April 2006 (C.14/0406)
VARIATION DATE	29 th November 2007 (C.16/1107)
VARIATION DATE	27 November 2008 (C.23/1108)
VARIATION DATE	25 June 2009 (C.12/0609)
VARIATION DATE	27 August 2009 (C.15/0809)
VARIATION DATE	29 April 2010 (C.22/0410)
REVIEW DATE	24 June 2010 (C.19/0610)
REVIEW DATE	24 November 2011 (C.14/1111)
REVIEW DATE	29 November 2012 (C.17/1112)
REVIEW DATE	26 September 2013 (C.19/0913)
REVIEW DATE	28 November 2013 (C.18/1113)
REVIEW DATE	27 November 2014 (C.13/1114)
VARIATION DATE	26 February 2015 (C.12/0215)
VARIATION DATE	26 November 2015 (C.15/1115)
VARIATION DATE	28 April 2016 (C.09/0416)
VARIATION DATE	24 November 2016 (C.09/1116)

1. General Office:

(a) Monday to Friday 9.00am – 4.30pm

(b) Office to be closed during Christmas/New Year period.

2. The Library:

(a) Monday, Tuesday, Wednesday and Friday 10.00am – 5.00pm
 Thursday 10.00am – 7.00pm
 Saturday 9.00am to 12 noon

(b) The Library will be closed during Christmas/New Year period and the Saturday during the Blues Festival.

3. Bridgetown Landfill Site:

(a) Wednesday to Thursday 7.30am to 12.00noon
 Friday 7.30am to 11.00am
 Saturday and Sunday 9.00am to 4.00pm

(b) The Bridgetown Landfill site will be closed Monday & Tuesday and on Christmas Day, New Year's Day and Good Friday.

4. Greenbushes Transfer Station:

(a) Saturday 10.00am – 1.00pm

(b) The Greenbushes Transfer Station will be closed on Christmas Day, New Year's Day.

5. Bridgetown Leisure Centre:

Summer:

- Monday – Thursday – 6.00am – 8.30pm
- Friday – 6.00am – 6.00pm
- Saturday & Sunday – 8.00am – 6.00pm

Winter:

- Monday – Thursday – 6.00am – 8.30pm
- Friday – 6.00am – 2.00pm
- Saturday & Sunday – 6.00am – 12.00noon

The gym at the Leisure Centre is available 24 hours per day for gym members.

The pool will close one hour later (at 7pm) between 16 December and 3 February being peak usage months. The Swimming Pool Manager has discretion to adjust opening times during the season dependent on weather and patronage.

Note: The “winter” opening hours relate to the Leisure Centre only.

During the course of the swimming pool season there are occasions where the aquatic facility is booked for a school swimming carnival (generally 4 – 6 times per season). On these occasions access to the 25 metre pool will be prohibited. Access to other facilities may be available to the general public therefore members of the public will not be charged an entry fee to use these facilities. Note this waiving of entry fee does not apply to spectators of the school swimming carnival.

**Please quote**

Our ref: BP 11002572/Approval

15 December 2016

Shire of bridgetown-greenbushes	
File No.	11002572
Document No.	1-620104572
20 DEC 2016	
Officer	Geo
Copy	

Mr Tim Clynch
 Chief Executive Officer
 Shire of Bridgetown-Greenbushes
 PO Box 271
 BRIDGETOWN WA 6255

Dear Mr Clynch

YOUR APPROVED LOTTERYWEST GRANT, APPLICATION: 421009751

I am pleased to advise you that your application for a grant has been recommended by the Board and approved by the Hon Colin Barnett MLA, Premier of Western Australia.

The information attached will guide you through the rest of the grant process and help you to meet your grant obligations. Please read this information carefully as it provides important details regarding the management, payment, acquittal and publicity of your grant.

The reason Lotterywest is able to provide Grants is through money raised from the sale of our Games. Every time you buy a Lotterywest product you help support community organisations like yours working to make WA a better place for all.

We encourage you to share the good news of your successful Grant application via your own social media channels and connect with us on Twitter @Lotterywest and Facebook @Lotterywest.

The Premier, Board and all of us at Lotterywest are pleased to be able to support your organisation.

Yours sincerely

PAUL ANDREW
 Chief Executive Officer

End



COPY

123.254
0-0201724859
SOUTH WEST
DEVELOPMENT COMMISSION

ATTACHMENT 20

Mr Tim Clynych
Chief Executive Officer
Shire of Bridgetown-Greenbushes
PO Box 271
BRIDGETOWN WA 6255

Dear Mr Clynych *Tim*

ROYALTIES FOR REGIONS – SOUTH WEST COMMUNITY CHEST FUND

I refer to your recent letter from the former Minister for Regional Development, the Hon Terry Redman MLA approving funding of \$13,227.00 (excl. GST) to assist with the Thomson Park Playground Shade Sail Project.

To confirm your acceptance of this funding, please return the following attached document:

- Signed copy of the attached Grant Agreement (sign page 15 and initial all pages).

Please return the signed Grant Agreement to the South West Development Commission, PO Box 2000, Bunbury WA 6231 within 30 days, quoting 'CCF17/03'.

Upon receipt of the document, a purchase order number and a copy of the signed grant agreement will be sent to your organisation. The purchase order number is to be included on your tax invoice and sent to the South West Development Commission, PO Box 2000, Bunbury WA 6231.

You may also email your invoice to invoices@swdc.wa.gov.au. Following receipt of your tax invoice, it will take approximately three to four weeks for your payment to be processed.

Billy Wellstead is your contact at the Commission who will be managing your grant for this project. Billy can be contacted on 9777 1555 or email Billy.wellstead@swdc.wa.gov.au.

I wish you every success with the completion of your project with the assistance of Royalties for Regions.

Yours sincerely

cl. Oades

ANNA OADES
ACTING CHIEF EXECUTIVE OFFICER

15 May 2017



ABN: 87 662 352 601 PH: 08 9728 1210
DARDANUP WA 6236 | PO Box 11

SHADE QUOTATION:

Contact: Pat Scallan
Thompson Park Playground
Address: 10 Blackwood Road
GREENBUSHES WA 6254

Email: gwalia1@inet.net.au

Phone: 9764 3509

Job Description: Design, supply and install sails 10000 x 10000 mm to playground

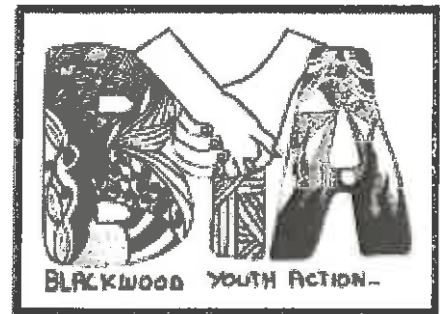
PLAN VIEW A clean open and spacious design



Total Cost inclusive of GST

\$24200*

Peter Selby 2/05/2017



PO Box 1201
Bridgetown WA 6255
bridgetownyouth@gmail.com

10 May 2017

Mr T Clynch
Chief Executive Officer
Shire of Bridgetown-Greenbushes
PO Box 271
BRIDGETOWN WA 6255

Dear Tim

Thank you for seeking a nomination from our organisation to join the Youth Services Advisory Committee. We are keen to be involved in this committee and anticipate that it will become a vibrant group of community members of all ages who will complement the knowledge of your staff in providing opportunities for our youth.

I would like to nominate our Youth Services Coordinator Tanya Beechey to join the Committee on behalf of Blackwood Youth Action. Tanya has a strong background in youth both from a personal and professional perspective and many years of experience in sourcing and providing funding for projects from State Government and the Corporate sector.

Tanya's contact details are:

Tanya Beechey
Youth Services Coordinator
0458 119 924
Tanya.beechey@westnet.com.au

Our organisation looks forward to being involved with the Youth Services Advisory Committee and thanks you once again for including us in this initiative.

Yours sincerely

A handwritten signature in black ink, appearing to be "S Youngson", written in a cursive style.

Dr Sarah Youngson MBBS (Hons) DCH FRACGP
Chairperson
Blackwood Youth Action Inc

BRIDGETOWN MEDICAL GROUP

ABN 40 869 223 819

PO Box 257, Bridgetown WA 6255 | P (08) 9761 1222 | F (08) 9761 2090

E btn_medical@wn.com.au

DR T N JONES
MBBS LRCP MRCS

DR W M DEWING
MBBS DRCOG FRACGP

DR N WELLS
MBBS DRCOG DA

DR M HOAR
MBBS FRACGP

DR M CHIWARA
MBChB DFRSH MRCP FRACGP

DR L MANSFIELD
MBBS DTM&H
(Nannup)

DR S YOUNGSON
MBBS (HONS) DCH FRACGP

Friday, 26 May 2017

Mr T Clynh
Chief Executive Officer
Shire of Bridgetown-Greenbushes
PO Box 271
Bridgetown WA 6255

Dear Tim

Thank you for your invitation to nominate a representative from Bridgetown Medical Group to become a member of the Shire's Youth Services Advisory Committee.


Bridgetown Medical Group is committed to the health and wellbeing of all our community. We acknowledge that the adolescent and young adult years are a vital period where risky behaviours are often established, and the antecedents of chronic disease and mental ill health are laid down.

We would like to nominate Dr Sarah Youngson to represent the Medical Group on your Committee. She has a special interest in adolescent health and has many years experience working with young people in private practice as well as in the community services sector.

Sarah can be contacted via email at sarah.youngson@westnet.com.au or mobile 0421 068 854.

Many thanks for involving Bridgetown Medical Group in this committee.

Kind regards



Amanda Hawkins
Practice Manager

Megan Richards

From: NATION Phil [PD07815] <phil.nation@police.wa.gov.au>
Sent: Wednesday, 26 April 2017 10:55 AM
To: BTNSHIRE
Cc: Megan Richards
Subject: I-EML201746809 - Youth Services Advisory Committee Nominations- Bridgetown Police

Attention Tim CLINCH
Chief Executive Officer.
Shire of Bridgetown-Greenbushes

Please be advised that Bridgetown Police would be very keen to have representation on the Youth Services Advisory Committee and as such both Senior Constable Mike SMITH and I would like to nominate as Bridgetown Police representative Committee members.

The rationale behind two nominations is that we can try and ensure that a representative is always available.

Regards



Phillip J NATION
Sergeant 7815 | Officer in Charge
Bridgetown Police Station
South West District | WA Police
Email: phil.nation@police.wa.gov.au

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From: Eileen Kneale **On Behalf Of** BTNSHIRE
Sent: Tuesday, 2 May 2017 9:09 AM
To: Tim Clynch
Subject: FW: ATTENTION: Mr T Clynch - Youth Services Advisory Committee

Eileen Kneale

Records Officer
Shire of Bridgetown-Greenbushes
PO Box 271
BRIDGETOWN WA 6255
PH: (08) 9761 1555
FAX: (08) 9761 2023
Website: www.bridgetown.wa.gov.au

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From: BULLIED Stephen [Bridgetown High School] [<mailto:Steve.Bullied@education.wa.edu.au>]
Sent: Monday, 1 May 2017 10:24 AM
To: BTNSHIRE
Cc: EATON Francine [Bridgetown High School]; CARNEY Rebecca [Bridgetown High School]; Felicity.Lukins@health.wa.gov.au; HANDLEY Joanne [Bridgetown High School]; PERRIER Marie [Bridgetown High School]; PETTIT Janet [Bridgetown High School]; WOOD Sharren [Bridgetown High School]
Subject: ATTENTION: Mr T Clynch - Youth Services Advisory Committee

Hi Tim

Our nomination for the Youth Services Advisory Committee is Felicity Lukins.

Kind regards



STEPHEN BULLIED
Principal

Locked Bag 1, BRIDGETOWN WA 6255
steve.bullied@education.wa.edu.au
www.bridgetownhs.wa.edu.au
<http://bridgetownhs.schoolzinenewsletters.com/>
Phone 08 9761 0100 Fax 08 9761 1685

Friendly staff creating opportunities for your child

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**BRIDGETOWN-GREENBUSHES YOUTH SERVICES ADVISORY COMMITTEE
(2017)**

**INSTRUMENT OF APPOINTMENT & DELEGATION
[March 2017]**

1. Introduction

The Council of the Shire of Bridgetown-Greenbushes (hereinafter called the "Council") hereby establishes a committee under the powers given in Section 5.8, 5.9(2)(c) and 5.17(1)(c) of the Local Government Act 1995, such committee to be known as the Bridgetown-Greenbushes Youth Services Advisory Committee (hereinafter called the "Committee").

The Council appoints to the Committee those persons whose names appear in section 4 below. Membership of the Committee shall, unless otherwise specified, be for a term ceasing on the third Saturday in October in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term.

2. Name

The name of the Committee shall be the *Bridgetown-Greenbushes Youth Services Advisory Committee*.

3. Objectives

The objectives and role of the committee are:

- 3.1 To advise Council on the establishment of priorities and review of progress on the implementation of the strategies identified in the relevant Youth Plan.
- 3.2 To formally report to Council annually on the implementation of the Youth Plan.
- 3.3 To recommend to Council any changes to the priorities identified in the Youth Plan either as part of the annual review process, or if necessary at other times of the year.

4. Membership

- 4.1 Council will appoint a minimum of one (1) elected member as Council representative (s) on the Committee.
- 4.2 Council will appoint a maximum of 10 community/service agency representatives.
Appointed members are:
 - One (1) representative from the Bridgetown High School
 - One (1) representative from Child Protection
 - One (1) representative from SW Mental Health
 - One (1) representative from Bridgetown Medical Centre/Health Professional
 - One (1) representative from Police
 - One (1) representative from Blackwood Youth Action Inc.
 - One (1) representative from Blackwood Parent Support

- Three (3) representative from youth community (preferably one from each age range; 12-15, 16 19, 20-24)
- At least 1 participant from the Youth Leadership Program.

4.2 One CEO appointed Shire representative shall be an ex-officio member of the committee and will not be permitted to vote on matters considered by the Council.

5. Presiding Member

The Committee shall appoint a Presiding Member and Deputy Presiding Member to conduct its business. The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the Shire of Bridgetown-Greenbushes Standing Orders.

6. Meetings

The Committee shall meet on at least four occasions per year.

6.1 Notice of meetings shall be given to members at least 3 days prior to each meeting.

6.2 If any member is absent from 3 consecutive meetings without leave of the Committee, they shall forfeit their position on such Committee. The Council shall be informed, who will appoint a replacement for the balance of the Committee's term of appointment.

6.3 The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall, not later than 10 days after each meeting, provide Council with a copy of such minutes.

6.4 All members of the Committee shall have one vote. If the vote of the members present is equally divided, the person presiding can cast a second vote.

7. Quorum

Quorum for a meeting shall be at least 50% of the number of members, whether vacant or not.

8. Delegated Powers

The Committee is established as an Advisory Committee only, and does not have delegated authority beyond the performance of the tasks allocated to it by Council.

9. Termination of Committee

Termination of the Committee shall be:

- a) In accordance with the Local Government Act 1995; or
- b) At the direction of Council.

10. Amendment to the Instrument of Appointment and Delegation

This document may be altered at any time by the Council on the recommendation of the Committee, or after giving 14 days notice to the Committee.

11. Committee Decisions

Committee decisions shall not be binding on Council if such decisions are in conflict with the delegated powers of the Council.

Our Reference:

TGC and KPC Pty Ltd
7/443 Albany Highway
Victoria Park
WA 6100

To whom it may concern,

RE: Shire request lease of Lot 101 Hampton Street, Bridgetown (eastern portion) to install an ACROD parking bay.

I am writing to request a potential leasing arrangement between the Shire of Bridgetown-Greenbushes and TGC and KPC Pty Ltd for the purpose of creating an ACROD car parking bay on the eastern partition of Lot 101 Hampton Street Bridgetown, a site owned by TGC and KPC Pty Ltd.

This request has come about due to a recent review, triggered by Council's Access and Inclusion Advisory Committee, of the Shires current "infirm parking bay" provision, created by Council as a way of supporting people with mobility challenges in the community.

Infirm parking was first adopted by Council in 2007 as a way of compensating for Bridgetown's difficult topography and original main street design, which does not allow for ACROD parking bays on or directly connected to the main street. Currently, there are four "Infirm" bays along the main street of Bridgetown, 1 outside of the Post Office, 1 outside the Bridgetown Bakery and 2 outside of IGA. These bays require a Shire specific parking permit or an ACROD permit.

The review has revealed an issue with the infirm parking bays and the risks associated with providing parallel parking on the main street (very busy with regular road trains) for people that, in truth, require more space and time to get out of their car. The Shire would like to consider the introduction of ACROD bays instead of the infirm bays. We are looking at areas close to town that offer the space and flat surface required for ACROD bays with direct access to the main shopping precinct.

Appropriate spaces have been identified in the shire car park and at the northern end of the shopping strip near the Post Office. Shire staff have also identified lot 101 Hampton Street Bridgetown (eastern portion) as an excellent location for an ACROD car park as the area itself is level and the parking bays are also level with the main street offering direct access to IGA. This parking bay could be used to service the southern end of the main street for people with disabilities or mobility issues.

A negotiated leasing agreement between the Shire of Bridgetown-Greenbushes and TGC and KPC Pty Ltd for the use of the double car park would be a great service to the Shire of Bridgetown-Greenbushes community given there are currently 240 ACROD sticker holders within this Shire alone.

The Shire will paint, sign and maintain, the car park and promote its existence for use through local media, it is a safe and more equitable solution and we sincerely hope we can work together in support of access in this community.

I look forward to hearing from you

Yours faithfully,

Tim Clynch
Chief Executive Officer

30 August , 2016



109 Hampton Street
PO Box 598
Bridgetown WA 6255
P: (08) 9761 1044
F: (08) 9761 1452
E: Maurice@valencia.net.au

Tim Clynch
CEO
Shire of Bridgetown Greenbushes
Ref A39798

Dear Tim

Following on from your letter of 1/09/2016 and meeting of 28/03/2017 about the ACROD parking bay.

We are interested in offering the mentioned area for the ACROD bay. We think that this result is good for all concerned.

As discussed we anticipate that we will be forwarding a planning application soon where we may be required to provide extra parking bays.

We offer the ACROD bay on the condition that the Shire will take this into account when stipulating how many bays we will need to provide or any cash in lieu payment. Please let us know how many parking bays our requirement can be reduced.

This area also needs to have kerb fitted to protect the building of Howard Evans. This kerbing is being installed. Can the Shire also cover this fee?

Yours Sincerely
Maurice Owen
Director

On behalf of The Landlord TGC and KPC Pty Ltd

Megan Richards

From: Birks, Sam <Sam.Birks@auspost.com.au>
Sent: Thursday, 16 March 2017 3:56 PM
To: Megan Richards
Subject: FW: leasing space for an ACROD parking bay - Bridgetown post office car park

Hi Megan,

Thanks for your call today.

As discussed, I expect that Post will be forthcoming in allowing a bay to be a designated ACROD bay – can you please confirm where the council would ideally prefer the bay to be located (ie. possibly in the bay behind the phone box in the attached photo (with the blue SUV in it).

I doubt that Post would seek to charge any funds for the bay however Post will likely require that Council pay costs for line marking.



Sam Birks
Leasing Manager
Cushman & Wakefield | Service Provider | Group Property
Australia Post

GPO BOX 9077 Perth WA 6848



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Minutes of a Meeting of the Local Laws, Strategy, Policy & Organisation Development Standing Committee held in the Council Chambers on Thursday, 8 June 2017 commencing at 5.32pm.

The Presiding Member opened the Meeting at 5.32pm

Acknowledgment of Country – Presiding Member

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

Attendance & Apologies

- Presiding Member - A J Wilson
- J A Boyle
- D Mackman
- J R Moore
- A Pratico
- P Quinby
- P Scallan
- In Attendance - T Clynch, Chief Executive Officer
- M Larkworthy, Executive Manager Corporate Services
- E Denniss, Executive Manager Community Services
- T M Lockley, Executive Assistant
- Leave of Absence - Cr J Nicholas
Apologies - Cr S Hodson

Gallery - Nil

Petitions/Deputations/Presentations - Nil

Comment on Agenda Items by Parties With an Interest - Nil

Confirmation of Minutes

SC.01/0617 Ordinary Meeting held 11 May 2017

A motion is required to confirm the Minutes of the Ordinary Meeting of the Local Laws, Strategy, Policy & Organisation Development Standing Committee held 11 May 2017 as a true and correct record.

Committee Decision ***Moved Cr Quinby, Seconded Cr Moore***

SC.01/0617 That the Minutes of the Ordinary Meeting of the Local Laws, Strategy, Policy & Organisation Development Standing Committee held 11 May be confirmed as a true and correct record.

Carried 7/0

Announcements/Briefings by Elected Members - Nil

Notification of Disclosure of Interests

Section 5.65 or 5.70 of the Local Government Act 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 allow a Member to speak, the extent of the interest must also be stated.

Nil

Consideration of Motions of Which Previous Notice has been Given - Nil

Reports of Officers

Reports of Officers have been divided into the following Categories:

- Policy
- Local Laws
- Strategy
- Organisation Development

Policy - Nil

Local Laws - Nil

Strategy

ITEM NO.	SC.02/0617	FILE REF.	
SUBJECT	Adoption of Strategic Community Plan		
OFFICER	Chief Executive Officer		
DATE OF REPORT	1 June 2017		

Attachment 1 Shire of Bridgetown-Greenbushes 10+ Year Strategic Community Plan 2017

OFFICER RECOMMENDATION that Council adopts the Shire of Bridgetown-Greenbushes 10+ Year Strategic Community Plan 2017 as per Attachment 1 of the Standing Committee agenda.

Summary/Purpose

For Council to consider adopting the draft Strategic Community Plan following the major review process undertaken in 2015/16 and 2016/17.

Background

Council adopted its current Strategic Community Plan in June 2013.

The Strategic Community Plan is a strategy and planning document that reflects the longer term (10+ years) community and local government aspirations and priorities.

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

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

The Integrated Planning Framework and Guidelines of the Department of Local Government and Communities states that at a minimum a desk top review of the Strategic Community Plan should be undertaken every two years, and a full review and renewed long-term visioning process be conducted every four years thus ensuring the community priorities and aspirations are kept up to date and relevant.

Council conducted a desktop review of the Strategic Community Plan in 2015/16.

Under the Integrated Planning and Reporting Framework and Guidelines, all local governments must develop their 10+ year Strategic Community Plan through a community engagement process aimed at identifying long term community aspirations, visions and objectives.

A number of different consultations occurred as part of the review of the Strategic Community Plan or for various informing strategies of the Strategic Community Plan that have relevance to the overall review process for the Strategic Community Plan. This consultation process commenced in 2015 and concluded in December 2016.

The total number of participants in Councils community engagement for the Strategic Community Plan is estimated at 750. Determining actual numbers that participated in the review of some of the informing strategies is difficult as in many cases agencies or groups (not necessarily individuals) were consulted. This is offset by some individuals participating in more than one of the specific engagement opportunities. The estimate of 750 persons is for those that actively participated or registered in the various community engagements. All households in the community had access to some of the community engagement consultations (community survey, community engagement sessions) as these were advertised on a flyer distributed to all postal addresses in the Shire as well as being promoted in other mechanisms.

The different consultations were:

- Community Survey 2015 (211 respondents)
- Community Engagement Sessions November & December 2016 held in Bridgetown, Greenbushes, Catterick and Yornup (109 participants)
- “Bridging Success Workshop” December 2015 (54 participants)
- Review of Sport and Recreation Strategic Plan – 2014/15 (27 local sport and recreation groups)
- Review of Age Friendly Community Plan – 2015/16 (192 participants including agencies)
- Review of Youth Plan – 2016/17 (157 respondents)

Following the completion of the above consultations Council, over the course of three separate workshop sessions, developed the main components of the Strategic Community Plan, being the key goals, objectives and strategies. A ‘Community Engagement Summary Report’ was provided to councillors to assist in determining the views of the community and structuring the Strategic Community Plan to respond to those views.

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

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

To reach our vision the Strategic Community Plan focuses on five key goals.

1. Our economy will be strong, diverse and resilient
2. Our natural environment is valued, conserved and enjoyed
3. Our built environment is maintained, protected and enhanced
4. A community that is friendly and welcoming
5. Our leadership will be visionary, collaborative and accountable

Objectives and strategies have been developed for each of these key goal areas.

At the community engagement sessions held last November and December the Shire gave a commitment to attendees that once a final draft of the new Strategic Community Plan was completed it would be released for a final round of community engagement. Accordingly the draft 10+ Year Strategic Community Plan 2017 was

made available for inspection by interested members of the public with a closing date for submissions being 9am Thursday 1 June 2017 (28 day comment period). Submissions could be made in writing or via email. At the closing date no submissions had been received.

Statutory Environment

The requirements for preparation, consideration, consultation and advertising of a Strategic Community Plan are detailed in the Local Government Act 1995 and Local Government (Administration) Regulations 1996.

Local Government Act – Section 5.56. Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Local Government (Administration) Regulations - 19C. Strategic community plans, requirements for (Act s. 5.56)

- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
- (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.
- (4) A local government is to review the current strategic community plan for its district at least once every 4 years.
- (5) In making or reviewing a strategic community plan, a local government is to have regard to —
 - (a) the capacity of its current resources and the anticipated capacity of its future resources; and
 - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and
 - (c) demographic trends.
- (6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.
- (7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.
*Absolute majority required.
- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.

- (10) *A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.*

Integrated Planning

➤ Strategic Community Plan

Self-explanatory in the body of this report

➤ Corporate Business Plan

The Corporate Business Plan is being comprehensively reviewed in light of the contents of the draft Strategic Community Plan and will be presented to the June Council meeting for adoption. Council has already had workshops sessions for the development of this document.

➤ Long Term Financial Plan

The Long Term Financial Plan is currently being reviewed in light of the contents of the draft Strategic Community Plan and will be presented to the June Council meeting for adoption.

➤ Asset Management Plans - Nil

➤ Workforce Plan

The Workforce Plan will be reviewed in 2017/18 in order to assess the implications of the various strategies and actions of the Strategic Community Plan and Corporate Business Plan on the Shire's workforce.

➤ Other Integrated Planning - Nil

Policy - Nil

Budget Implications

The Corporate Business Plan will address the financial implications of actioning the Strategic Community Plan and will be presented to Council's June 2017 meeting.

Fiscal Equity – Not Applicable

Whole of Life Accounting – Not Applicable

Social Equity

The comprehensive community engagement process undertaken for the preparation of the Strategic Community Plan has ensured that issues pertaining to social equity have been raised and considered.

Ecological Equity

The comprehensive community engagement process undertaken for the preparation of the Strategic Community Plan has ensured that issues pertaining to ecological equity have been raised and considered.

Cultural Equity

The comprehensive community engagement process undertaken for the preparation of the Strategic Community Plan has ensured that issues pertaining to cultural equity have been raised and considered.

Risk Management – Not Applicable

Continuous Improvement

The integrated planning and reporting framework developed by the Department of Local Government provides a process for local governments to:

- Ensure community input is explicitly and reliably generated
- Provide the capacity for location and specific planning where appropriate
- Infirm the long term objectives of the local government with these inputs
- Identify the resourcing required to deliver against the long term objectives
- Clearly articulate long term financial implications and strategies

Voting Requirements – Absolute Majority

Moved Cr Scallan, Seconded Cr Mackman

That Council adopts the Shire of Bridgetown-Greenbushes 10+ Year Strategic Community Plan 2017 as per Attachment 1 of the Standing Committee agenda.

Amendment Moved Cr Scallan, Seconded Cr Moore

Change 'Our Vision' to read:

'A Beautiful Place to Live'

Working together with the Community to achieve our shared objectives.

Carried 7/0

The Amended Motion Becomes the Substantive Motion – The Motion was Put

Committee Recommendation **Moved Cr Scallan, Seconded Cr Mackman**

SC.02/0617 That Council adopts the Shire of Bridgetown-Greenbushes 10+ Year Strategic Community Plan 2017 as per Attachment 1 of the Standing Committee agenda with the following amendment to 'Our Vision':

'A Beautiful Place to Live'

Working together with the Community to achieve our shared objectives.

Carried 7/0

ITEM NO.	SC.03/0617	FILE REF.	108.3
SUBJECT	Consolidated Asset Management Plan 2016-26		
OFFICER	Asset Management Coordinator and Executive Manager Corporate Services		
DATE OF REPORT	29 May 2017		

Attachment 2 Shire of Bridgetown-Greenbushes Consolidated Asset Management Plan 2016-26

OFFICER RECOMMENDATION that Council adopts the Shire of Bridgetown-Greenbushes Consolidated Management Plan 2016-26 as presented in Attachment 2.

Summary/Purpose

Council is required under the Integrated Planning and Reporting Framework and Guidelines to adopt a Corporate Business Plan that is informed by various strategies and plans, including Asset Management Plans (AMP) developed for Council's various asset classes. Council's existing AMP's have been updated to reflect changes in asset values as a result of works undertaken during 2015/16 on Council's assets and deletion of improvement actions completed.

Background

The Integrated Planning and Reporting Framework and Guidelines were introduced in Western Australia as part of the State Government's Local Government Reform Program. Integrated Planning is the ongoing development and delivery of a Strategic Community Plan and a Corporate Business plan. Asset Management is a core component of the framework.

Council adopted AMP's for all its asset classes at its meeting held 30 June 2016, as follows:

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

The above plans have been updated to incorporate all capital expenditure on assets undertaken during 2015/16. Improvement plan action items completed during the year have also been deleted.

Officer Comment

Under Council's Asset Management Policy F.15, Council is not required to adopt Asset Management Plans, however, it is important that Council is informed of the current state of its assets, and how it is proposed that these assets are managed and resourced in the future based on a 'whole of life' cost approach that will be incorporated into the Long Term Financial Plan.

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

Preparing AMP's enable Council to produce the asset ratios required under the Local Government (Financial Management) Regulations 1996 as part of Annual Financial Statement reporting.

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

Key components of each individual AMP have been consolidated into a single document titled Shire of Bridgetown-Greenbushes Consolidated Asset Management Plan 2016-2026. This document is presented for Council endorsement.

Statutory Environment

Section 5.56 of the Local Government Act 1995 – Planning for the Future
Regulation 19DA of the Local Government (Administration) Regulations 1996 – Planning for the Future

Integrated Planning

- Strategic Community Plan 2013
 - Objective 4: A collaborative and engaged community
 - Outcome 4.2: A high standard of governance and accountability
 - Strategy 4.2.3: Ensure compliance with relevant legislation

 - Objective 4: A collaborative and engaged community
 - Outcome 4.5: Long term financial viability
 - Strategy 4.5.1: Develop and implement the Integrated Planning and Reporting Framework

 - Objective 4: A collaborative and engaged community
 - Outcome 4.10 Best practice asset management
- Corporate Business Plan
 - Action 4.5.1.1 Progressively implement the Integrated Planning and Reporting Framework requirements, ensuring compliance with Local Government Act and regulations.
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning - Nil

Policy

Council's 'F.15 Asset Management' policy provides:

“Responsibility:

- Council is responsible for adopting the policy and ensuring that sufficient resources are applied to manage the assets.

- The Chief Executive Officer has overall responsibility for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within Council.”

Budget Implications – Not applicable

Fiscal Equity – Not applicable

Whole of Life Accounting

The Asset Management Plans enshrine the principle of whole of life accounting costs to ensure assets are managed responsibly and cost effectively.

Social Equity

Council’s Asset Management Policy F.15 requires social equity principles are considered in the development of asset management strategies and plans in accordance with Council’s Strategic Community Plan.

Ecological Equity

Council’s Asset Management Policy F.15 requires ecological equity principles are considered in the development of asset management strategies and plans in accordance with Council’s Strategic Community Plan.

Cultural Equity – Not applicable

Risk Management

Failure to identify and fund gaps between required and planned expenditure in relation to managing assets will result in a high likelihood of asset failures occurring that may compromise safety to users of the asset and in-turn a financial implication to undertake reactive maintenance.

Continuous Improvement

AMP’s contain an asset management improvement plan detailing a program of tasks to be completed and resources required to increase the level of confidence in the AMP’s and level of the organisation’s asset management maturity.

Voting Requirements – Simple Majority

**Committee Recommendation Moved Cr Boyle, Seconded Cr Pratico
SC.03/0617 That Council adopts the Shire of Bridgetown-Greenbushes
Consolidated Management Plan 2016-26 as presented in Attachment 2. Noting
amended vision under section 3.2.**

Carried 7/0

ITEM NO.	SC.04/0617	FILE REF.	
SUBJECT	Potential Outsourcing of Selected Park Maintenance Functions		
PROPONENT	Council		
OFFICER	Chief Executive Officer		
DATE OF REPORT	31 May 2017		

OFFICER RECOMMENDATION that Council defer any further consideration of potential outsourcing of selected parks and gardens maintenance functions until such time as it has adopted service levels for parks and gardens functions, expected to be towards the end of 2017.

Summary/Purpose

At its February 2017 meeting Council resolved to seek a report back on the implications and processes that would require consideration if Council was to consider outsourcing of some parkland maintenance functions.

Background

Council, at its February 2017 meeting resolved:

C.03/0217 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.

The above resolution was derived from a notice of motion submitted by Cr Pratico.

Officer Comment

'Outsourcing' is the term used to describe the situation where a government agency enters into a contract with an outside supplier to provide goods or services that had previously been provided internally.

Outsourcing of specific local government services (such as parks maintenance) is not uncommon however if determining to proceed down this path a Council needs to be very clear on the outcomes it wishes to achieve – for example is it to save money?, achieve a better quality of service?, or obtain specialist services beyond the capacity of employees?

The reasons provided by Cr Pratico with his notice of motion indicate that he is seeking a better quality of service and the way to provide this is via outsourcing some specific park maintenance. As Council adopted the notice of motion by a majority vote it is assumed this is also the intent of the Council.

Council's resolution seeks information on the implications and processes that would require consideration if Council was to consider outsourcing of some parkland maintenance functions.

The processes that would have to be followed are:

- Dependent on the extent of any outsourcing proposal there may be a need to call tenders from prospective suppliers in accordance with Section 3.57 of the Local Government Act 1995 and Part 4 of the Local Government (Functions and General) Regulations 1996. The threshold for running a request for tender process is where the value of the purchase (service) being sought is \$150,000 or greater.
- Included in the Request for Tender documentation would be specifications for the services being sought including frequency and technical description. For example if mowing services were to be sought the specifications would stipulate how often (i.e. once per fortnight) and to what height (i.e. 12-20mm) this mowing is to occur. Dependent upon the location and usage of parks the frequency and technical description would vary.
- If the value of the work being sought was expected to be less than \$150,000 then an Expression of Interest process outside the tender process can be run however the information required for both processes is relatively the same.
- To run an initial tender process the expertise of WALGA Procurement Services would be sought.
- Council's Asset Management Plans highlight the need to document our existing and desired levels of service. Currently our service levels for parks maintenance are essentially not documented with service levels being either developed on an ad-hoc basis or determined by the relevant staff.
- The question that needs to be raised is how can Council determine it wants a better quality of service when the existing levels of service are undefined? Making a determination that the current quality of service is poor is a subjective decision. If service levels for each park were established Council could then make an objective decision on how it wishes to deliver those services.
- At the time of reporting to Council in February 2017 as part of Cr Pratico's notice of motion Shire staff had been working on developing service levels for parks and gardens services and functions. Since then a consultant has been engaged to assist staff to determine and review existing parks and gardens service levels and develop draft service levels for presentation to Council. Included in this process is a classification of parks into a hierarchy (classes that summarize the types of activities that are performed within each park area) and development of operations and maintenance schedules for each park area. These schedules will identify:
 - All reactive and planned maintenance tasks that are carried out annually;
 - The annual timing that tasks occur;
 - The quantity of assets that each task is performed upon;
 - The time required to complete each task;
 - Who performs each task (contractor, staff, etc.);
 - The cost associated with performing each task; and
 - The total annual cost of each task and of all tasks for each park and hierarchical class.
- The above approach has a number of benefits, including:
 - Clearly determining a schedule of works for each park (or park hierarchical class) to deliver a predetermined level of service; and
 - Enabling a transparent estimate of annual costs to be determined for each park and hierarchical class.

- Based on the above information it is considered premature for Council to proceed with any expression of interest or request for tender for potential outsourcing of any parks and gardens maintenance. Completion of the current service level assessment process is expected by August 2017 at which point engagement with Council is to occur. Full completion of the process after which service levels will be clearly defined and costed can be expected by the end of 2017.

The implications associated with Council considering outsourcing of some parkland maintenance functions are varied and could include:

- Potential loss of flexibility as contractors would most likely only be required to meet the technical specification of the contract. Currently parks and gardens staff respond to reactive maintenance requests and perform a number of non-core tasks such as setting up for events, assisting with traffic management, etc. When weather prevents tasks such as mowing other tasks more suitable to that weather are performed. Weather clauses would have to be built into any contract for outsourced maintenance works.
- Impact upon staff morale. In addition to job security fears staff have interpreted Council's February 2017 resolution as being a criticism of the standard/quality of work they perform.
- Community feedback and expectations.
- Potential redundancy costs. The question of whether redundancies would occur can't be determined at this stage but if outsourcing was to occur redundancies would have to be assumed due to affordability. The relevant enterprise bargaining agreement for parks and gardens staff has a specific redundancy clause requiring specific notice to be provided and payment of a redundancy package equivalent to 3 weeks for every completed year of service capped at 52 weeks and payment of 50% of accumulated sick leave.
- Contract management/supervision would still be required – the extent of that could only be determined once Council was to determine what functions it wished to consider for outsourcing.
- Any contract with a supplier would be for a fixed term and would include processes and penalties for non-performance. Any non-performance would have to be proven and a dispute resolution process would have to be articulated in the contract.

Conclusion

It is considered premature for Council to proceed to considering outsourcing of any parks and gardens functions. The current review of parks and gardens service levels will in due course provide Council with the necessary information to determine whether to proceed with further investigation of outsourcing of some parks and gardens functions.

Statutory Environment

There are no statutory requirements in council considering this report however dependent upon the direction Council may choose to take there may be a need for compliance with Section 3.57 of the Local Government Act 1995 and Part 4 of the Local Government (Functions and General) Regulations 1996. There may also be employment related implications for parks and gardens staff that will need to be

determined with regard to applicable legislation, employment awards and the applicable enterprise bargaining agreement.

Integrated Planning

➤ Strategic Community Plan

Objective 4 – a collaborative and engaged community

Outcome 4.5 – Long term financial viability

Strategy 4.5.3 - Seek efficiencies in planning and operations

Strategy 4.5.6 - Regularly review service level provision

Outcome 4.10 - Best practice asset management

Strategy 4.10.1 - Develop and implement asset management plans

➤ Corporate Business Plan

Action 4.5.3.2 - Review current parkland/cemetery maintenance procedures (implemented from 2016/17)

Action 4.5.6.1 - Review one service delivery area per year (implemented from 2016/17)

➤ Long Term Financial Plan - Nil

➤ Asset Management Plans

The establishment of service levels and their regular review is a fundamental objective of Council's Asset Management Plans

➤ Workforce Plan

Dependent upon any decision made about outsourcing the Workforce Plan may require review to specifically address the implications of such a decision.

➤ Other Integrated Planning - Nil

Policy - Nil

Budget Implications – Nil at this stage however dependent upon Council decision there may be a need to include funds in the 2017/18 budget for costs associated with the procurement processes.

Fiscal Equity – Not Applicable

Whole of Life Accounting

Maintenance schedules would need to be established as part of any contract associated with outsourcing of parks maintenance. As stated previously determining maintenance requirements as part of a proposed contract would be difficult in the absence of agreed service levels for each park proposed to be covered by such a contract.

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management

There would be risks if council determined to proceed to outsourcing without having clear objectives of what it is attempting to achieve by such a direction and without knowing specifically what level of service it is seeking from outsourcing. It would be preferable for Council to adopt service levels for each park and determine if this changes the way our parks are maintained. After a suitable period of time Council could again consider whether alternative service delivery models (such as outsourcing) need to be investigated.

Continuous Improvement

Reviewing methods of service delivery is encouraged however it is necessary to know the desired service levels before commencing such a review.

Voting Requirements – Simple Majority

Committee Recommendation Moved Cr Pratico, Seconded Cr Moore
SC.04/0617 That Council defer any further consideration of potential outsourcing of selected parks and gardens maintenance functions until such time as it has adopted service levels for parks and gardens functions, expected to be towards the end of 2017.

Carried 7/0

Organisation Development

ITEM NO.	SC.05/0617	FILE REF.	
SUBJECT	Adoption of 2017/18 Fees & Charges		
OFFICER	Executive Manager Corporate Services		
DATE OF REPORT	29 May 2017		

Attachment 3 Draft 2017/18 Schedule of Fees & Charges

OFFICER RECOMMENDATION that Council:

- 1. Adopt the 2017/18 Schedule of Fees & Charges as per Attachment 3.*
- 2. Determine the waste collection rate under Section 66 of the Waste Avoidance and Resource Recovery Act at the time of adoption of the 2017/18 budget.*
- 3. Determine the kerbside rubbish and recycling collection charges at the time of adoption of the 2017/18 budget.*

Summary/Purpose

To consider and adopt the Schedule of Fees & Charges for 2017/18.

Background

Council adopts its Schedule of Fees & Charges separate to the budget adoption process. This allows Council the time to consider the fees & charges at a meeting of the Standing Committee. Also as the budget will not be adopted prior to 30 June, adoption of the 2017/18 Schedule of Fees & Charges this month will allow them to take effect from 1 July 2017.

Under Council's draft Long Term Financial Plan 2013-2028, fees and charges are proposed to increase annually by 6.2%. At its budget workshop held 22 May 2017 Council considered the increase in fees and charges that would apply in 2017/18. It was noted the Long Term Financial Plan annual increase of 6.2% was predicated on a 3.2% CPI increase. Taking into account the current CPI rate of 1.0% and current economic climate Councillors indicated an increase of 3.4% would be considered. This has been factored into the draft 2017/18 fees and charges, the attached draft includes an increase of 3.4% to fees and charges subject to appropriate rounding of some fees.

The attached Schedule of Fees and Charges shows the fees and charges for 2016/17 and the recommended charges for 2017/18.

There are a small number of non-regulatory fees proposed for an increase in excess of 3.4% in order to set a fee that better fits the cost of providing the service or for other reasons. These are explained below:

- Vehicle Impounding Fee – increased to reflect administration time and costs involved in dealing with abandoned vehicles.
- Degassing fridges – fee has been increased by 3.4% then rounded to ensure total fee is a multiple of tokens.
- Various Town Planning Fees – fees have increased following consideration of the cost to provide the various services.
- Interment in Traditional Section (Including Right of Burial) – fee adjusted to reflect interment cost plus grant of right of burial
- Clean Uncontaminated Inert Waste Disposal – fee has been set to reflect costs associated with managing Council's inert waste site
- Living Longer Living Stronger – fees have increased following a detailed assessment of the costs associated with delivering this program. The fee was previously capped by the initial grant funding agreement.

The following non-regulatory fees propose no increase or an increase less than 3.4% for reasons explained:

- Rate Instalment Fee – fee has been reduced to reflect the actual costs of administering the rate instalment program as required by the Local Government Act.
- Photocopying Fees – all fees remain as per the 2016/17 charges. An increase is not being recommended following an assessment of other providers' fees and actual costs to deliver this service.
- Council/Standing Committee Recordings – This fee remains as per the 2016/17 charge as the current fee is considered adequate given the cost of providing the recordings.
- Permit to Keep More than 2 Dogs – fee has decreased following a review of the administration time and costs associated with processing these applications.
- Permit to Keep More than 3 Cats – fee has decreased following a review of the administration time and costs associated with processing these applications.
- Kennel Fee of Impounded Dog/Cat – Previously only one fee applied. This has now been split into two new fees one for Dog Kennel Fee and one for Cat

Kennel Fee. The new fees reflect the difference in costs associated with impounding a dog versus a cat.

- Internment in Lawn Section including Grant of Right of Burial – fee adjusted to reflect interment cost plus grant of right of burial
- Hire of Community Bus – all rates have remained as per the 2016/17 charges. An increase is not being recommended following an assessment of other provider's fees and actual costs to deliver this service.
- Greenbushes Community Bus Service Fee Per Passenger – it is difficult for the driver to have appropriate change. Fee is currently \$8.00 and the intent is this fee will be increased to the nearest dollar in future years to mitigate the need for the driver to have a supply of small change.
- Hall Hire Alcohol Surcharge – fee has remained as per the 2016/17 charge as this fee was considered adequate given the administrative processing costs.
- Fees in the Pool Only Membership category and all aquatic fees have remained as per the 2016/17 charges to reflect Council's preference to not increase fees and charges for the aquatic facility as determined at the May 2017 Council Budget Workshop.
- All fees relating to Personal Training Services – fees have not increased due to consideration of the price at which this type of service is provided by other centres.
- Express Fitness Casual Class (30 minutes) – fees have not increased due to their alignment with other 30 minute class options in the Centre and consideration of the price at which this type of service is provided by other centres.
- Replacement Leisure Centre Membership Card – this is a standard fee payable to a third party for the cost of replacing the lost card.
- Direct Debit Cancellation Fee for Leisure Centre Memberships – fee has not increased due to this being a standard fee payable to a third party for the administrative costs associated with cancelling the direct debit.
- Casual Social Sports Entry Fee – fees have not increased due to consideration of the price at which this type of service is provided by other centres with a view to encouraging young people to utilise the facility.
- Nordic Walking Pole Hire – fee has not increased as the equipment hire fee is competitive with similar equipment hire in other centres.
- Lil Fishes/Learn 2 Swim Fee – class fee has decreased due to the program being correctly priced as a 30 minute (not 60 minute) class.
- Library Meeting Room Hire Charges – fees have not increased due to usage rates being low; the focus being on increasing usage to increase income rather than decreasing usage by raising the fee.
- Summer Outdoor Film Festival – fees have remained the same as per the 2016/17 charges to mitigate the need for officers to have a supply of small change.

It is proposed to introduce the following new non-regulatory fees and charges in 2017/18:

- Seizure and Vehicle Impound of Registered Dog/Cat
- Seizure and Vehicle Impound of Unregistered Dog/Cat
- Micro Chipping of Dog/Cat
- Disposal of Tractor and Grader Tyres (maximum of 4 tyres per customer) < 1 meter – 6 tokens per tyre

- Disposal of Tractor and Grader Tyres (maximum of 4 tyres per customer) < 2 meter – 14 tokens per tyre
- Development Applications - Landowner Referral (Letters only)
- Relocated Dwelling Inspection Fee (Per Hour) – replaces previous fee structure categorised by distance
- Relocated Dwelling Development Condition Inspection Fee
- Placement of Ashes – Boronia Memorial Wall Bridgetown
- Placement of Ashes – Remembrance Wall Greenbushes
- Placement and Registration of Memorial (No ashes)
- Community Bus Hire – Minimum Bus Hire Charge
- Pool Annual Family Pass - Extra Child 2 - 17 years
- BLC Seniors Program - 10 Class pass
- BLC Seniors Program - Casual per session
- Gym 10 Class Entry - Youth 14 - 17 years
- Gym Casual Entry - Youth 14 - 17 years
- Health & Fitness 10 Class Pass - Youth 14 -17 years
- Health & Fitness Casual Class - Youth 14 -17 years
- Health & Fitness/Gym - 1 Month Youth 14 - 17 years
- Health & Fitness/Gym - 12 Month Youth 14 - 17 years
- Health & Fitness/Gym - 3 Month Youth 14 - 17 years
- Health & Fitness/Gym - 6 Month Youth 14 - 17 years
- Individual 1 on 1 Swimming Lesson - 30 mins
- Individual 1 on 1 Swimming Lesson - 30 mins Concession

A number of Town Planning Regulatory Fees have also been deleted from or included into Council's fees and charges document to better inform applicants of potential fees payable.

In addition it is recommended that the following Council fees be deleted (note a number have been replaced by new fees that have been better worded or clarified):

- Bed & Breakfast Annual Surveillance Fee – deleted following consideration at Council's Budget Workshop
- Copy of Septic Tank Plans – combined with fee for copy of building plans
- Development Application Change of Use - Extractive Industry greater than 1ha of land proposed to be used for extraction – existing fee structure streamlined
- Subdivision Clearance Legal Fees (if applicable)
- Assessment of Lease Agreement – Legal Fees
- Extractive Industry Licence Application Fee (additional to payment of applicable first year licence fee)
- Extractive Industry Licence Transfer Fee
- Extractive Industry Annual License Application Fee - Where the overall area of excavation is less than one hectare, payable annually
- Extractive Industry Annual License Application Fee - Where the overall area of excavation is greater than 1 hectare, payable annually
- Relocated Dwelling Inspection Fee - Where building is located within Shire of Bridgetown-Greenbushes – fee replaced by new per hour rate
- Relocated Dwelling Inspection Fee - Where building is located within South-West Region of WA – fee replaced by new per hour rate
- Relocated Dwelling Inspection Fee - Where building is located in Perth

Metropolitan Area or elsewhere within 3 hour drive from Bridgetown – fee replaced by new per hour rate

- Relocated Dwelling Inspection Fee - Where building is located greater than 3 hours drive from Bridgetown – fee replaced by new per hour rate
- Bookeasy training for new members per hour – this service is now part of Visitor Centre membership
- Amended Building Plans Minor Amendments (minimum fee) – new building licence fee would be payable
- Amended Building Plans Major Amendments (minimum fee or based on % – new building licence fee would be payable

A review of hall hire charges has also been undertaken with the aim of simplifying the existing categories being charged. The proposed streamlined fee structure will ensure consistency when fees are being applied to bookings. A separate reduced fee is not proposed for Community Groups as an allowance is made in the budget for the CEO to donate all or part of hire charges on application.

Many fees (e.g. development application fees, building fees, swimming pool inspection fees, dog/cat fees, FOI fees, etc) are regulatory and Council does not have the discretion to set fees higher than permitted by the applicable legislation. If these fees are changed during the year the revised fee automatically replaces the fee referenced in Council's Schedule of Fees & Charges without the need for Council to formally modify the schedule.

Historically Council sets its rubbish and recycling collection charges and waste collection rate at the time of budget adoption as these fees and the rate are imposed on a cost recovery basis.

In the event of Council adopting the fees & charges in June it is intended they will apply from 1 July 2017. A notice will be inserted in the Manjimup Bridgetown Times advising of the new fees and the commencement date as per Section 6.19 of the Local Government Act.

Statutory Environment

Section 6.16(1) and (2) of the Local Government Act states:

- (1) *A local government may impose and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*
- (2) *A fee or charge may be imposed for the following —*
 - (a) *providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;*
 - (b) *supplying a service or carrying out work at the request of a person;*
 - (c) *subject to section 5.94, providing information from local government records;*
 - (d) *receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;*
 - (e) *supplying goods;*
 - (f) *such other service as may be prescribed.*

Section 6.17(1) of the Local Government Act states:

In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —

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

Policy Implications – Nil

Integrated Planning

- Strategic Community Plan 2013
 - Objective 4 a collaborative and engaged community
 - Outcome 4.6 the revenue needs are managed in an equitable and sustainable manner
 - Strategy 4.6.2 identify appropriate areas for the application of the user pays cost recovery principle
- Corporate Business Plan 2013-2017
 - Action 4.6.2.1 Assess level of fees and charges to apply cost recovery principle where appropriate
- Long Term Financial Plan
 - Council's Long Term Financial Plan proposes an annual increase in fees and charges of 6.2% from 2014/15 to 2027/28.
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning - Nil

Budget Implications

The draft 2017/18 budget will have a number of income streams that will be estimated using the draft Schedule of Fees & Charges.

Fiscal Equity

The fees are determined having regard to the cost of providing the service, the scope of the service and the anticipated preparedness of a person to pay the fee.

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management – Not Applicable

Continuous Improvement

All fees are reviewed annually. Historically most fees have not covered the cost of providing the service the subject of the fee and this was a fundamental reason behind the direction within the Long Term Financial Plan for Council to increase fees & charges by 6.2% per annum.

Voting Requirements – Absolute Majority

Moved Cr Pratico, Seconded Cr Quinby

That Council:

1. Adopt the 2017/18 Schedule of Fees & Charges as per Attachment 3.
2. Determine the waste collection rate under Section 66 of the Waste Avoidance and Resource Recovery Act at the time of adoption of the 2017/18 budget.
3. Determine the kerbside rubbish and recycling collection charges at the time of adoption of the 2017/18 budget.

Amendment Moved Cr Pratico, Seconded Cr Moore

That Council adopt the 2017/18 Schedule of Fees & Charges as per Attachment 3 with the following minor changes:

- Page 8 - 'Impounding Fees' – Change last line (Over 3kms ...) to read: "The impounding fees include driving, leading or otherwise transporting the animal or animals no more than a distance of 3 km. Where the distance is more than 3 km, an additional charge equivalent to the actual costs of transporting the animal or animals is to be paid in respect of each animal impounded other than a suckling animal", and remove the charge of 0.11c per km.
- Page 24 – 'Group Fitness Room' – Single fee \$32.00 per hour.
- Page 24 – 'Sports Court – Permanent Bookings' – Three fees being: Groups - \$32.00ph, Training \$25.65ph, Training half court \$12.80ph.

Carried 7/0

The Amended Motion becomes the Substantive Motion – The Motion was Put **Committee Recommendation** *Moved Cr Pratico, Seconded Cr Quinby*

That Council:

1. ***Adopt the 2017/18 Schedule of Fees & Charges as per Attachment 3 with the following minor changes:***
 - ***Page 8 - 'Impounding Fees' – Change last line (Over 3kms ...) to read: "The impounding fees include driving, leading or otherwise transporting the animal or animals no more than a distance of 3 km. Where the distance is more than 3 km, an additional charge equivalent to the actual costs of transporting the animal or animals is to be paid in respect of each animal impounded other than a suckling animal", and remove the charge of 0.11c per km.***
 - ***Page 24 – 'Group Fitness Room' – Single fee \$32.00 per hour.***
 - ***Page 24 – 'Sports Court – Permanent Bookings' – Three fees being: Groups - \$32.00ph, Training \$25.65ph, Training half court \$12.80ph.***
2. ***Determine the waste collection rate under Section 66 of the Waste Avoidance and Resource Recovery Act at the time of adoption of the 2017/18 budget.***

3. Determine the kerbside rubbish and recycling collection charges at the time of adoption of the 2017/18 budget.

Carried 7/0

ITEM NO.	SC.06/0617	FILE REF.	209
SUBJECT	Rolling Action Sheet		
OFFICER	Chief Executive Officer		
DATE OF REPORT	1 June 2017		

Attachment 4 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

Policy/Strategic Plan Implications – Nil

Budget Implications – Nil

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

Voting Requirements – Simple Majority

**Committee Recommendation Moved Cr Scallan, Seconded Cr Moore
SC.06/0617 That the information contained in the Rolling Action Sheet be noted.**

Carried 7/0

Urgent Business Approved by Decision - Nil

Responses to Elected Members Questions Taken on Notice - Nil

Elected Members Questions With Notice - Nil

Briefings by Officers

CEO

Development of dump point at Bridgetown Showgrounds

Notice of Motions for Consideration at Next Meeting - Nil

Matters Behind Closed Doors - Nil

Closure

The Presiding Member closed the Meeting 6.36pm

List of Attachments

Attachment	Item No.	Details
1	SC.02/0617	Shire of Bridgetown-Greenbushes 10+ Year Strategic Community Plan 2017
2	SC.03/0617	Shire of Bridgetown-Greenbushes Consolidated Asset Management Plan 2016-26
3	SC.05/0617	Draft 2017/18 Schedule of Fees & Charges
4	SC.06/0617	Rolling Action Sheet

Minutes checked and authorised by CEO, Mr T Clynch		9.6.17
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CERTIFICATION OF MINUTES

As Presiding Member, I certify that the Minutes of the Local Laws, Strategy, Policy & Organisation Development Standing Committee Meeting held 8 June 2017 were confirmed as a true and correct record of the proceedings of that meeting at the Standing Committee meeting held on 13 July 2017.

.....13 July 2017