

Council Minutes Index – 17 December 2020

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MINUTES

Minutes of an Ordinary Meeting of Council held on Thursday, 17 December 2020 at the Greenbushes Community Resource Centre Meeting Room commencing at 5.30pm

The Presiding Member opened the meeting at 5.30pm

Acknowledgment of Country – Presiding Member

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

Attendance, Apologies and Leave of Absence

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

Attendance of Gallery

L Eastcott, D Atkins, G Aldridge

Responses to Previous Questions Taken on Notice – Nil

Public Question Time

G Aldridge

Why isn't Perks Road being graded twice per year?

Response

The Presiding Member advised that this question would be taken on notice

Petitions/Deputations/Presentations - Nil

Comments on Agenda Items by Parties with an Interest - Nil

Applications for Leave of Absence - Nil

Confirmation of Minutes

C.01/1220 Ordinary Meeting held 26 November 2020

A Motion is required to confirm the Minutes of the Ordinary Meeting of Council held 26 November 2020 as a true and correct record.

Council Decision Moved Cr Pratico, Seconded Cr Moore
C.01/1220 That the Minutes of the Ordinary Meeting of Council held 26 November 2020 are confirmed as a true and correct record.

Carried 9/0

C.02/1220 Special Meeting held 3 December 2020

Attachment 1

A Motion is required to confirm the Minutes of the Special Meeting of Council held 3 December 2020 as a true and correct record.

Council Decision Moved Cr Wilson, Seconded Cr Bookless
C.02/1220 That the Minutes of the Special Meeting of Council held 3 December 2020 are confirmed as a true and correct record.

Carried 9/0

Announcements by the Presiding Member Without Discussion - Nil

Notification of Disclosure of Interest

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 allows a Member to speak, the extent of the interest must also be stated.

Name	T Clynch – Chief Executive Officer
Type of Interest	Financial
Item No.	C.14/1220 – CEO Contract
Nature of Interest	The item concerns my contract of employment

Questions on Agenda Items by Elected Members

Cr Pratico asked a question on agenda item C.09/1220 Adoption of the 2021/22 to 2035/36 Long Term Financial Plan.

Consideration of Motions of which Previous Notice has been Given

C.03/1220 Footpath Sweeping in Greenbushes

Submitted by Cr Pratico

Motion

That footpath sweeping of all footpaths in Greenbushes including the path to the Sportsground be undertaken twice per annum.

Background/Reasons

Footpaths in Greenbushes have loose gravel on the surface making them hazardous. The pathway to the Sportsground has a lot of tree debris making it dangerous to walk on.

Officer Comment

Currently the only footpaths swept in the Shire are the Bridgetown CBD footpaths. This work is undertaken by a casual employee using the motorised footpath sweeper. Any change to the current service level as described above would incur costs over and above current budget allocations.

If Council was to resolve to undertake footpath sweeping in Greenbushes it should also consider whether there is also a need for this activity in Bridgetown. Council sets the service level for this type of activity and once that is set it funds the extent of the service level in its annual budget.

The current motorised footpath sweeper isn't able to effectively sweep the pathway on Blackwood Road that runs to Greenbushes Sportsground as the machine isn't designed to pick up tree debris. The machine is scheduled for changeover in 2020/21 and if Council wishes to change its scope and service level for path sweeping then a review of specifications for a new machine would occur. This could potentially have an impact on current budget allocations for the changeover if a higher cost machine is required.

Officers don't provide specific recommendations on notice of motions submitted by councillors. However in this case if councillors are supportive of the intent of Cr Pratico's motion a possible amendment to the motion is put forward, being:

That Council defer any further consideration of increasing its current service level for non-Bridgetown CBD footpath sweeping pending submittal of a report by the CEO identifying the costs of increasing its service level for such sweeping to twice per annum for all such footpaths with the report to also assess the suitability of the existing motorised footpath sweeper to effectively sweep all footpaths.

Statutory Environment – Nil

Integrated Planning

- Strategic Community Plan
Key Goal 5 – Our Leadership will be Visionary, Collaborative and Accountable
Objective 5.3 - We operate within the Integrated Planning Framework
Strategy 5.3.3 - Establish and review service levels
- Corporate Business Plan
Strategy 5.3.3 - Establish and review service levels
Action 5.3.3.1 - Prepare or review service levels of at least one service per annum
- Long Term Financial Plan
Any costs associated with a new service level are incorporated into the LTFP at its next annual review
- Asset Management Plans - Nil
- Workforce Plan
Footpath sweeping is carried out by a dedicated casual worker and any change to the service level for this activity, particularly an increased service level, will require resourcing.
- Other Integrated Planning - Nil

Budget Implications

The 2020/21 budget for footpath sweeping was developed based on the current service level of only Bridgetown CBD footpaths being swept. If Council was to increase the service level mid-year the current budget allocations would be insufficient. Due to the lack of time between receipt of the notice of motion and preparation of the Council agenda the estimated cost implications are unknown but can be reported to a future Council meeting if so resolved by Council.

Whole of Life Accounting

Increased footpath sweeping would improve the condition and therefore the useable life of a footpath.

Risk Management

Increased footpath sweeping would mitigate potential risk to Council from slips and other accidents that may be caused by loose gravel or other debris being on the path.

Voting Requirements – Simple Majority

**Council Decision Moved Cr Pratico, Seconded Cr Boyle
C.03/1220 That footpath sweeping of all footpaths in Greenbushes including the path to the Sportsground be undertaken twice per annum.**

Carried 8/1

Cr Nicholas voted against the motion

C.04/1220 Review of Speed Limit on Greenbushes Grimwade Road

Submitted by Cr Pratico

Motion

That Main Roads Western Australia be requested to review the current open speed limit on Greenbushes Grimwade Road between the timber mill and intersection with Forest View Court with specific consideration to be given to making this section of road a 60km/h speed limit.

Background/Reasons

This section of road is within the North Greenbushes townsite with dwellings on either side of the road. The road is also a school bus route.

Officer Comment

The Motion is supported. Main Roads Western Australia changed the speed limit from the timber mill eastward to an open speed limit some months ago. There isn't any record of the Shire requesting this change. Having an open speed limit on a road with multiple rural-residential properties with direct access to the road is considered unusual.

Statutory Environment

Speed zones are a regulatory control and under the control of the State Government. Local Authority can request the installation or modification of any zoning but the final approvals must come from Main Roads Western Australia.

Integrated Planning

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

Budget Implications

Any costs associated with erection of new speed signs will be the responsibility of Main Roads Western Australia.

Whole of Life Accounting – Not Applicable

Risk Management

Upon request Main Roads Western Australia will assess the risks of existing speed limits and consider requests from a local government for the implementation of a reduced speed limit.

Voting Requirements – Simple Majority

Council Decision Moved Cr Pratico, Seconded Cr Boyle

C.04/1220 That Main Roads Western Australia be requested to review the current open speed limit on Greenbushes Grimwade Road between the timber mill and intersection with Forest View Court with specific consideration to be given to making this section of road a 60km/h speed limit.

Carried 9/0

C.05/1220 Residential Road Verge Spraying in Greenbushes

Submitted by Cr Pratico

Motion

That weed spraying be undertaken on all road verges in Greenbushes other than on verges that are managed by the adjoining property owner.

Background/Reasons

If property owners manage their garden up to the road verge no spraying should be required but all other verges need spraying to prevent weeds encroaching onto the road surface.

Officer Comment

Discussion with Cr Pratico has indicated that his motion is principally directed at kerbed roads and that the spraying is to be done along kerbs so as to prevent weeds growing in the kerbs and encroaching into the sealed carriageway of the road.

Currently kerb spraying isn't conducted on a regular basis. A trial was conducted 3 years ago with the kerb and an approximate 200mm wide corridor back of the kerb being sprayed. This did lead to several complaints being received from property owners about the appearance (dead grass) of the spray line but it did prove effective in eliminating weeds from kerbs and the edges of the sealed pavement. Complaints are also common from property owners or residents concerned about spraying and spray drift in close proximity to dwellings and front gardens, including play spaces.

Due to cost this spraying hasn't been conducted since and therefore the activity isn't covered in existing budget allocations for roadside spraying. The focus of such spraying has been on rural road verges and bridge embankments for weeds such as blackberry.

If Council was to resolve to undertake this type of spraying in Greenbushes it should also consider whether there is also a need for this activity in Bridgetown. Council sets the service level for this type of activity and once that is set it funds the extent of the service level in its annual budget.

Setting a service level that precludes such spraying on “managed” verges does introduce an element of discretion to the person conducting the spraying. To some extent this could be mitigated by ensuring kerbs are only sprayed from the top of the kerb to the bottom where it adjoins the sealed pavement.

Officers don’t provide specific recommendations on notice of motions submitted by councillors. However in this case if councillors are supportive of the intent of Cr Pratico’s motion a possible amendment to the motion is put forward, being:

That Council defer any further consideration of increasing its current service level for urban road verge spraying pending submittal of a report by the CEO identifying the costs of increasing its service level for such spraying to include an annual spray of all urban kerbed roads.

Statutory Environment – Nil

Integrated Planning

- Strategic Community Plan
Key Goal 5 – Our Leadership will be Visionary, Collaborative and Accountable
Objective 5.3 - We operate within the Integrated Planning Framework
Strategy 5.3.3 - Establish and review service levels
- Corporate Business Plan
Strategy 5.3.3 - Establish and review service levels
Action 5.3.3.1 - Prepare or review service levels of at least one service per annum
- Long Term Financial Plan
Any costs associated with a new service level are incorporated into the LTFP at its next annual review
- Asset Management Plans - Nil
- Workforce Plan
Weed spraying is currently outsourced to a local contractor. Any change to the service level for this activity, particularly an increased service level, will require resourcing, be it more expenditure on contractors or additional staff – the latter assuming there aren’t any current duties (service levels) that can be reduced to accommodate the additional work.
- Other Integrated Planning - Nil

Budget Implications

The 2020/21 budget for roadside spraying was developed with a focus on rural road verge spraying and it wasn’t intended to conduct spraying of urban sealed roadsides. If Council was to increase the service level mid-year the current budget allocations would be insufficient. Due to the lack of time between receipt of the notice of motion and preparation of the Council agenda the estimated cost implications are unknown but can be reported to a future Council meeting if so resolved by Council.

Whole of Life Accounting

Kerb spraying would improve the condition and therefore the useable life of a sealed pavement and kerb.

Risk Management - Nil

Voting Requirements – Simple Majority

Moved Cr Pratico, Seconded Cr Quinby

That weed spraying be undertaken on all road verges in Greenbushes other than on verges that are managed by the adjoining property owner.

Amendment Moved Cr Pratico, Seconded Cr Quinby

That the weed spraying only apply for kerbed roads in Greenbushes Townsite

Carried 8/1

Cr Nicholas voted against the Amendment

The Amended Motion becomes the Substantive Motion - the Motion was put

Council Decision Moved Cr Pratico, Seconded Cr Quinby

C.05/1220 That weed spraying be undertaken on all kerbed roads in the Greenbushes town site, other than on verges that are managed by the adjoining property owner.

Carried 9/0

Reason for amending the motion

To better clarify the area to implement the weed spraying.

Reports of Officers

Reports of Officers have been divided into Departments as follows:

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

CEO's Office

ITEM NO.	C.06/1220	FILE REF.	209
SUBJECT	Rolling Action Sheet		
OFFICER	Chief Executive Officer		
DATE OF REPORT	17 October 2020		

Attachment 2 Rolling Action Sheet

OFFICER RECOMMENDATION

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

Summary/Purpose

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

Background

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

Statutory Environment – Nil

Integrated Planning

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

Policy Implications – Not Applicable

Budget Implications – Not Applicable

Whole of Life Accounting – Not Applicable

Risk Management – Not Applicable

Voting Requirements – Simple Majority

Council Decision ***Moved Cr Wilson, Seconded Cr Pratico***

C.06/1220 That the information contained in the Rolling Action Sheet be noted.

Carried 9/0

ITEM NO.	C.07/1220	FILE REF.	
SUBJECT	Warren Blackwood Alliance of Councils Climate Change Working Group – Nomination of Councillor Representatives		
PROPONENT	Warren Blackwood Alliance of Councils		
OFFICER	Chief Executive Officer		
DATE OF REPORT	9 December 2020		

Attachment 3 Terms of Reference for Working Group

OFFICER RECOMMENDATION

That Council:

- 1. Appoint the following two Councillors as members of the Warren Blackwood Alliance of Councils Climate Change Working Group:*
 - Cr _____*
 - Cr _____*
- 2. Note that the Chief Executive Officer will appoint a staff member to the Warren Blackwood Alliance of Councils Climate Change Working Group.*
- 3. Request the Warren Blackwood Alliance of Councils be requested to consider amending the working group's terms of reference by adding an additional function to read: "Develop a climate change declaration for each Council".*

Summary/Purpose

To nominate two Councillor Representatives and one Employee Representative as members of the newly formed Warren Blackwood Alliance of Councils Climate Change Working Group.

Background

At the Warren Blackwood Alliance of Councils (WBAC) meeting held in Bridgetown on 1 December 2020, the WBAC resolved to form a Climate Change Working Group in accordance with the Terms of Reference provided in Attachment 3.

The purpose of the Climate Change Working Group is to establish a sub-regional climate change policy that includes recommendations for practical and achievable adaptation and mitigation strategies applicable to Warren Blackwood Alliance of Councils (WBAC) and member local governments.

Meetings will be held bi-monthly and each participating local government is being requested to nominate two councillors as voting representatives and one officer as a non-voting representative.

The following local governments are members of the WBAC:

- Shire of Bridgetown Greenbushes
- Shire of Manjimup
- Shire of Nannup
- Shire of Donnybrook Balingup

The functions of the working group are proposed to be:

1. *To develop a draft regional climate change policy for consideration of the WBAC;*
2. *To provide recommendations to WBAC on practical and achievable climate change mitigation and adaptation strategies for incorporation into strategic plans applicable to the organisation;*
3. *To provide recommendations to member LGO's on practical and achievable climate change mitigation and adaptation strategies applicable to the LGO's for future consideration in strategic planning processes; and*
4. *Any other function as endorsed by the WBAC.*

Officer Comment

The establishment of a sub-regional climate change group was discussed with councillors at the June 2020 Concept Forum.

As background, Council, at its April 2020 meeting resolved to:

1. *Receive the 'Statement of Local Environmental Risks and their Mitigation' prepared by Sustainability Advisory Committee.*
2. *Consider in the upcoming review of the Corporate Business Plan the bringing forward the preparation of a climate change strategy to 2020/21.*
3. *Direct the CEO to prepare a scope for preparation of a climate change strategy and present back to Council by July 2020.*

As part of the research required for preparation of a scope for preparation of a climate change strategy the CEO contacted WALGA's Environmental Policy Section. That discussion led to a view being formed that a more effective strategy for addressing climate change would be for neighbouring local governments to work together on a sub-regional climate change strategy. Once that form of strategy was completed local implementation strategies could be considered/ developed for each Shire.

Following this advice the matter was discussed at the June 2020 meeting of the Warren Blackwood Alliance of Councils (WBAC). From this discussion it was proposed that a 'WBAC Sustainability Framework' be established to "enable four, possibly five, sub-regional councils to concentrate their shared environmental responsibilities embedded in each organisation's Strategic Community Plans in a partnership with each community to ensure our iconic landscapes, waterways and agricultural land are protected for current and future generations". The following was resolved by the WBAC:

WBAC to consider the establishment of a WBAC Sub-Regional Working Group, or similar governance model, with responsibility for establishing a Warren-Blackwood adaptation plan (embracing the Shires of Donnybrook Balingup, Nannup, Bridgetown-Greenbushes, Manjimup and possibly Boyup Brook) to mitigate the challenges of drought, water security and bush fire risk, while reducing dependence on non-renewable energy sources through, although not limited to, optimising waste to energy efficiencies.

Further discussion occurred at subsequent meetings of the WBAC leading to terms of reference for a working group being endorsed. It is now been referred back to the individual Councils to determine their interest in participating in the working group and if so to nominate representatives.

It should be noted that the April 2020 resolution of Council to prepare a scope for a Shire of Bridgetown-Greenbushes climate change strategy was a response by Council to the presentation by the Sustainability Advisory Committee of its 'Statement of Local Environmental Risks and their Mitigation'. That document listed local environmental risks (due to climate change) and identified possible ways to approach mitigation. The document was set up as a guide to make one aware of the local risks and possible ways to mitigate these. The document didn't provide hard and fast solutions; rather it was a means to start a process to change the way the Shire as an organisation and community leader thinks and how it provides leadership in moving forward to a more sustainable system.

It is the officer's view that there are benefits in developing a sub-regional approach (adaption plan or strategy) to climate change and this could be the starting point to developing a local climate change strategy.

It is recommended that Council suggest an addition to the working group's terms of reference by adding an additional function to read:

- *Develop a climate change declaration for each Council.*

A climate change declaration shouldn't be mistaken for a declaration of a climate change emergency. Instead it is simply a declaration setting out each council's position on climate change and outlines its commitments to address climate change.

Statutory Environment - Nil

Integrated Planning

- Strategic Community Plan
 - Key Goal 2 – our natural environment is valued, conserved and enjoyed
 - Objective 2.1 – Value, protect and enhance our natural environment
 - Strategy 2.1.6 – Recognise and respond to the impacts of climate change
- Corporate Business Plan
 - Strategy 2.1.6 – Recognise and respond to the impacts of climate change
 - Action 2.1.6.1 – Prepare a climate change strategy (2020/21 and 2021/22)
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan
 - The timing of proposed working group meetings is yet to be determined but is assumed that staff attendance will occur during normal working hours therefore there would be no additional staff resourcing requirements.
- Other Integrated Planning - Nil

Policy Implications – Nil

Budget Implications

An amount of \$10,000 has been allocated in Council's 2020/21 budget for preparation of a climate change strategy. These funds won't be required for participation in the Warren Blackwood Alliance of Councils Climate Change Working Group but can be retained if there is identified a need to prepare a specific sub-regional strategy or to fund preparation of a local strategy once sub-regional issues have been identified.

Whole of Life Accounting - Nil

Risk Management

There is a growing expectation in local communities that local governments will investigate opportunities and means to achieve a reduction in greenhouse gas emissions to minimise the severity of climate change and to implement strategies to ensure the Shire is prepared and able to adapt to current and future impacts of climate change. Failure to address such expectation could cause reputational risk to the Council.

Voting Requirements – Simple Majority

**Council Decision Moved Cr Boyle, Seconded Cr Pratico
C.07/1220 That Council:**

- 1. Appoint the following two Councillors as members of the Warren Blackwood Alliance of Councils Climate Change Working Group:**
 - Cr Boyle
 - Cr Quinby
- 2. Note that the Chief Executive Officer will appoint a staff member to the Warren Blackwood Alliance of Councils Climate Change Working Group.**
- 3. Request the Warren Blackwood Alliance of Councils be requested to consider amending the working group's terms of reference by adding an additional function to read: "Develop a climate change declaration for each Council".**

Carried 9/0

Corporate Services

ITEM NO.	C.08/1220	FILE REF.	131
SUBJECT	November 2020 Financial Activity Statements and List of Accounts Paid in November 2020		
OFFICER	Senior Finance Officer		
DATE OF REPORT	17 December 2020		

Attachment 4 – November 2020 Financial Activity Statements

Attachment 5 – List of Accounts Paid in November 2020

OFFICER RECOMMENDATION

1. *That Council receives the November 2020 Financial Activity Statements as presented in Attachment 3.*
2. *That Council receives the List of Accounts Paid in November 2020 as presented in Attachment 4.*

Summary/Purpose

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

Background

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

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

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

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

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

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

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

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

Statutory Environment

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

Integrated Planning

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

Policy

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

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

Budget Implications

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

Fiscal Equity – Not applicable

Whole of Life Accounting – Not applicable

Social Equity – Not applicable

Ecological Equity – Not applicable

Cultural Equity – Not applicable

Risk Management – Not Applicable

Continuous Improvement – Not applicable

Delegated Authority – Not Applicable

Voting Requirements – Simple Majority

Council Decision Moved Cr Moore, Seconded Cr Bookless

C.08/1220

- 1. That Council receives the November 2020 Financial Activity Statements as presented in Attachment 3.**
- 2. That Council receives the List of Accounts Paid in November 2020 as presented in Attachment 4.**

Carried 9/0

ITEM NO.	C.09/1220	FILE REF.	108.2
SUBJECT	Adoption of the 2021/22 to 2035/36 Long Term Financial Plan		
OFFICER	Executive Manager Corporate Services		
DATE OF REPORT	9 December 2020		

Attachment 6 Shire of Bridgetown-Greenbushes Long Term Financial Plan 2021/22 to 2035/36

OFFICER RECOMMENDATION

That Council adopt its 'Long Term Financial Plan 2021/22 to 2035/36', as presented in Attachment 6.

Summary/Purpose

In accordance with section 5.56 of the Local Government Act 1995 all local governments in Western Australia are required to effectively plan for the future as outlined in the Integrated Planning and Reporting Framework.

To retain alignment with the Corporate Business Plan, the Long Term Financial Plan (LTFP) is a rolling and iterative document that is reviewed annually, and provides robust financial projections.

The long term financial plan presented for Council's consideration will guide the development of Council's next Corporate Business Plan following a full review of its Strategic Community Plan due for completion in 2021.

Background

The Integrated Planning and Reporting Framework and Guidelines were introduced in Western Australia in 2010 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.

The Long Term Financial Plan (LTFP) is one of the core components of the Department of Local Government, Sport and Cultural Industries (the Department) Integrated Planning and Reporting Framework. The LTFP functions as an informing strategy to the Corporate Business Plan. The plan details how the Shire will achieve its vision, aspirations and strategic priorities for the community and stakeholders through long term financial planning in a strategic manner. It is also an indicator of a local government's long term financial sustainability and allows early identification of financial issues and their longer term impacts.

Officer Comment

Long term financial planning is a key element of the Integrated Planning and Reporting Framework. This planning process enables local governments to set priorities, based on their resourcing capabilities, for the delivery of short, medium and long term community and stakeholder priorities.

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

The LTFP is based on:

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

The LTFP also:

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

Council is currently reviewing its Strategic Community Plan, the new plan is to be finalised in the first half of 2021. In relation to development of the Strategic Community Plan, Regulation 19C(5) of the Local Government (*Administration*) Regulations provides that:

“(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.”*

Following adoption of the Strategic Community Plan in 2021 a new Corporate Business Plan will be developed that identifies and prioritises the principal strategies and activities the council will undertake in response to the aspirations and objectives stated in the Strategic Community Plan.

To aid in the development of the Strategic Community Plan and Corporate Business plan the LTFP will provide information on Council's current and anticipated future resources capacity enabling development of an achievable and realistic Corporate Business Plan.

The draft LTFP incorporates a number of high level assumptions regarding ongoing operational expenditure and income sources. It includes funding allocations for asset renewal programs and one-off Corporate Business Plan projects of both an operational and capital nature. Councillors at the November Concept Forum and at a workshop held 3 December 2020 reviewed the assumptions along with the predicted ratio results and provided guidance as to the allocations to be incorporated in the draft LTFP for its ongoing capital works plans and one-off projects.

Some of the key strategic assumptions underpinning the draft LTFP are:

- Existing service levels will be maintained.
- Council will continue to fund its ongoing capital works plans at the funding levels established in 2019/20 indexed annually by a combination of the CPI and wage price index.
- The ongoing funding allocation for 'infrastructure' capital works has been split between asset renewal and upgrade/new at the rate of 75% renewal and 25% upgrade/new.
- The ongoing funding allocation for 'building' capital works has been fully allocated to building renewals.
- Year 1 of the plan incorporates funding of Corporate Business Plan (CBP) actions as identified in Council's current CBP. Year 2 includes an allocation of \$204,000 and from year 3 onwards an allocation of \$250,000 indexed annually by CPI for the remainder of the plan. Commencing in year 2 these allocations have been split between one-off projects of an operational nature and capital asset expenditure. 60% has been allocated to capital asset projects and 40% for operational projects. Operational projects can include items such as biannual election costs, development of strategic documents, concept plans, one off marketing and area promotion initiatives.
- Funding of the plant and light fleet replacement program is fully funded by the use of reserves to ensure a constant level of net funding each year.
- Provision of waste services will be fully funded by the raising of a waste rate under the provisions of the WARR Act. The rate will remain constant throughout the life of the plan with surplus funds being transferred to the Sanitation and Post Closure Reserves as loans are retired.

An annual rate increase of CPI plus 3% has been incorporated into the plan. This rate increase will ensure the above strategic assumptions are adequately funded with additional funds being generated to increase Council's commitment to asset renewals. One of the key financial performance indicators contained within the LTFP is the Asset Sustainability Ratio. This ratio is an approximation of the extent to which assets managed by the Shire are being replaced as they reach the end of their useful lives. Presently Council is not meeting the Department's benchmark for this ratio, as such all surplus revenue generated as a result of the rate increase assumption incorporated into the plan have been allocated to renewal of Council's assets.

It is intended that the LTFP will be a high-level document that can be easily understood by the community. The attached LTFP includes fifteen year financial forecasts comprising:

- Statements of Comprehensive Income;
- Statement of Financial Position;
- Statement of Changes in Equity ;
- Statement of Funding and Net Current Asset Position;
- Statement of Movements in Fixed Assets and Capital Funding; and
- Forecast Ratio Analysis

These statements are supported by:

- Details of assumptions on which the plan has been developed;
- Projected income and expenditure; and
- Methods of measuring performance.

Statutory Environment

Section 5.56 of the Local Government Act 1995 – Planning for the Future

Integrated Planning

➤ Strategic Community Plan

Key Goal 5 - Our leadership will be visionary, collaborative and accountable
Objective 5.3 - We operate within the Integrated Planning Framework
Strategy 5.3.1 - Implement the Shire's Integrated Planning Review Cycle

➤ Corporate Business Plan

Action 5.3.1.4 – Annual review of Long Term Financial Plan

The Long Term Financial Plan will aid in the development of Council's Corporate Business Plan by providing information on Council's current and anticipated future resources capacity.

➤ Long Term Financial Plan

The Long Term Financial Plan is an informing document that presents a financial analysis of all strategic objectives and goals set out in Council's integrated planning documents.

➤ Asset Management Plans

The draft Long Term Financial Plan incorporates renewal expenditure for maintaining Council's assets. There are three financial ratio indicators contained within the LTFP that provide a measurement of Council's performance in relation to management of its assets.

➤ Workforce Plan – Nil

➤ Other Integrated Planning – Nil

Policy – Not applicable

Budget Implications

The LTFP is a guiding or informing document. Council and its officers will use this document as a guide in the preparation of future annual budgets.

Fiscal Equity – Not applicable

Whole of Life Accounting

The Long Term Financial Plan enshrines the principle of whole of life accounting costs to ensure assets are managed responsibly and cost effectively.

Risk Management

The Long Term Financial Plan is an informing strategy as part of the Integrated Planning and Reporting Framework. The framework mitigates business risk through links across Councils infrastructure, finances and workforce.

Voting Requirements – Simple Majority

**Council Decision Moved Cr Pratico, Seconded Cr Johnson
C.09/1220 That Council adopt its 'Long Term Financial Plan 2021/22 to 2035/36', as presented in Attachment 6.**

Carried 9/0

ITEM NO.	C.10/1220	FILE REF.	208
SUBJECT	Annual Report & Annual Financial Report 2019/2020		
OFFICER	Chief Executive Officer		
DATE OF REPORT	8 December 2020		

Attachment 7 Annual Report 2019/2020
Attachment 8 Auditor's Management Report for the 2019/2020 Financial Year
Attachment 9 Minutes of Audit Committee Meeting held 7 December 2020

OFFICER RECOMMENDATION

That Council:

- 1. Accepts the Annual Report including the Annual Financial Report and Audit Report for the 2019/2020 financial year and gives local public notice of its availability.*
- 2. Schedules the Annual General meeting of Electors to be held on Thursday, 4 February 2021 in the Council Chambers, commencing at 5.30pm.*
- 3. Note the Auditor's report includes 'significant adverse trends' in relation to Council's Asset Sustainability Ratio and Operating Surplus Ratio performance and acknowledges that Council has an existing 'Ratio Improvement Action Plan'.*
- 4. Note Administration's comments in relation to the matters raised in the Auditor's Management Report.*

Summary/Purpose

Following receipt of the Independent Audit Report and Management Report from the Office of the Auditor General, the Annual Report including the Annual Financial Report has been prepared in accordance with Section 5.54 of the Local Government Act.

Council's Audit Committee has met to consider the annual financial statements and auditor's report and has provided recommendations to Council.

Council is requested to receive the Annual Report for the 2019/2020 financial year and set a date for the annual general meeting of electors.

Background

The Local Government Act requires a local government to prepare an Annual Report each financial year.

Officer Comment

Council's Audit Committee met with the Auditor and considered the draft Audit Report at its meeting held 7 December 2020. The final Audit Report was received on 7 December 2020. Section 5.54(2) of the Local Government Act requires a local government to accept the auditor's report by 31 December with the exception being if the report is not available in time for that date to be met, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

Assuming Council accepts the Auditor's Report and Annual Report it needs to determine a date for the Annual General Meeting of Electors. The CEO is required to provide sufficient public notice of the availability of the Auditor's Report and Annual Report, and the date of the Annual General Meeting of Electors.

Section 5.27 of the Local Government Act requires a general meeting to be held on a day selected by the local government not more than 56 days after the local government accepts the annual report for the previous financial year. Assuming Council accepts the annual report at its December meeting the latest date for the AGM would be Thursday, 11 February 2021.

Taking into account the above it is recommended that the Annual General Meeting of Electors be held at 5.30pm on Thursday, 4 February 2021.

The audit of the Shire's 2019/20 Financial Statements has been conducted in accordance with Australian Auditing Standards and the Auditor has determined that:

"In my opinion the annual financial report of Shire of Bridgetown-Greenbushes:

- i. is based on proper accounts and records; and*
- ii. fairly represents, in all material respects, the results of the operations of Shire of Bridgetown-Greenbushes for the year ended 30 June 2020 and its financial position at the end of that period in accordance with the Local Government Act 1995 (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards."*

The Auditor further reported on other legal and regulatory requirements as follows:

“In accordance with Local Government (Audit) Regulations 1996 I report that:

- (i) In my opinion, the following matters indicate significant adverse trends in the financial position or the financial practices of the Shire of Bridgetown-Greenbushes:*
 - a. Asset sustainability ratio as reported in Note 33 of the financial report is below the Department of Local Government, Sport and Cultural Industries (DLGSCI) standard for the last three years (2018: 0.50, 2019: 0.71 and 2020: 0.30); and*
 - b. Operating surplus ratio as reported in Note 33 of the financial report is below the Department of Local Government, Sport and Cultural Industries (DLGSCI) standard of zero for the last three years (2018: -0.19, 2019; -0.35 and 2020; -0.31).*
- (ii) There were no instances of non-compliance with Part 6 of the Local Government Act 1995, the Local Government (Financial Management) Regulations 1996 or applicable financial controls of any other written law identified during the course of my audit.*
- (iii) All required information and explanations were obtained by me.*
- (iv) All audit procedures were satisfactorily completed.*
- (v) In my opinion, the asset consumption ratio and the asset renewal ratio included in the annual financial report were supported by verifiable information and reasonable assumptions.”*

Two ratios have been reported as ‘significant adverse trends’ in relation to the Shire’s financial performance. In December 2017 Council adopted its ‘Ratio Improvement Action Plan’, items contained in this plan are still being progressed and it has previously been acknowledged by Council and its Auditor that improving the Operating Surplus Ratio to meet the Department’s benchmark is unlikely in the short term but Council should demonstrate improvement towards achieving the benchmark through its integrated planning processes.

Section 7.12A(4) of the Local Government Act 1995 requires that a local government must:

- “(a) prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters; and*
- (b) give a copy of that report to the Minister within 3 months after the audit report is received by the local government.”*

Section 7.12A(5) further requires that:

- “Within 14 days after a local government gives a report to the Minister under subsection (4)(b), the CEO must publish a copy of the report on the local government’s official website.”*

A report in accordance with Section 7.12A(4) will be presented to Council at its January 2021 meeting following consideration of the report by the Audit Committee.

Two ‘other’ matters were raised by the Auditor in the Management Report as follows:

“High Annual Leave Accrual at Year End

Finding Rating: Moderate

Finding

During our review we identified 3 instances where employees have annual leave accrued balances in excess of 304 hours (eight weeks) each.

Implication

Excessive accrued annual leave balances increases the risk of an adverse impact through excessive financial liabilities and may also indicate over-reliance on key individuals. As well as for managing leave liabilities, it is important for staff to take regular leave for their health and wellbeing, and to develop staff to perform the tasks of others. In addition, fraud can be more easily concealed by staff who do not take leave.

Recommendation

The Shire should continue to manage and monitor the excessive annual leave accruals to reduce the financial liability, risk of business interruption and fraud.

Management Comment

Excessive leave balances are continually reviewed by management as the issue has been raised in previous audit reports and risk reviews.

The annual leave liability between 30 June 2019 and 30 June 2020 was reduced by 8.45% from 7,091.89 hours to 6,492.34 hours.

It is noted that three staff had in excess of 8 weeks accrued annual leave as at 30 June 2020. These 3 staff are a small proportion of the 66 full time or part time staff that are entitled to annual leave. Of these 3 staff, 2 did significantly decrease their accumulated leave in 2019/20 but due to workers compensation outside our control the other was unable to take leave. Liaison with those staff is ongoing leading to the identification of leave periods around operational demands and requirements.

Accrued Superannuation

Finding Rating: Minor

Finding

During the course of our audit, we identified that accrued superannuation was not raised as a part of the accrued wages calculation as at 30 June 2020.

Implication

Risk of material misstatement or omission within accounting records.

Recommendation

In future years, please ensure accrued superannuation is brought to account to ensure amounts payable as at year end are correctly disclosed within the financial statements

Management Comment:

It has been a long standing practice at this Shire to only include wages in the end of year 'accrued wages' calculation. The requirement to include accrued superannuation in the end of year calculation is noted and will be included in all future calculations.

The Audit Committee, following discussions with Ms Carly Meagher, Director Financial Audit, from the Office of the Auditor General WA and Mr Partridge from AMD Chartered Accountants determined the following recommendations:

“AC.02/1220 That the Audit Committee recommends that Council accept the 2019/20 Annual Financial Statements, and the Independent Auditor’s Report and Management Report for the 2019/20 financial year as presented by the Auditor General.

AC.02/1220a That the Audit Committee recommends that Council note the Auditor’s report includes ‘significant adverse trends’ in relation to Council’s Asset Sustainability Ratio and Operating Surplus Ratio performance and acknowledges that Council has an existing ‘Ratio Improvement Action Plan’.

AC.02/1220b That the Audit Committee recommends that Council note Administration’s comments in relation to the matters raised in the Auditor’s Management Report.”

Statutory Environment

- Section 5.27(2) for calling of Annual General Meeting of Electors;
- Section 5.53 for contents of Annual Report;
- Section 5.54 for acceptance of Annual Report;
- Section 5.55 for notice of Annual Report;

Integrated Planning

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

Policy

Council’s ‘Advertising of Annual General Meeting of Electors’ Policy sets out the advertising requirements for the Annual General Meeting of Electors.

Budget Implications

Funds are included in the current general advertising account for the purpose of advertising the Annual General Meeting of Electors.

Whole of Life Accounting – Not Applicable

Risk Management – Not Applicable

Voting Requirements – Absolute Majority to accept the Annual Report

**Council Decision Moved Cr Wilson, Seconded Cr Bookless
C.10/1220 That Council:**

- 1. Accepts the Annual Report including the Annual Financial Report and Audit Report for the 2019/2020 financial year and gives local public notice of its availability.**
- 2. Schedules the Annual General meeting of Electors to be held on Thursday, 4 February 2021 in the Council Chambers, commencing at 5.30pm.**
- 3. Note the Auditor’s report includes ‘significant adverse trends’ in relation to Council’s Asset Sustainability Ratio and Operating Surplus Ratio performance and acknowledges that Council has an existing ‘Ratio Improvement Action Plan’.**
- 4. Note Administration’s comments in relation to the matters raised in the Auditor’s Management Report.**

**Carried 9/0
By Absolute Majority**

Development & Infrastructure

ITEM NO.	C.11/1220	FILE REF.	A36742
SUBJECT	Additions to Single House and Building Envelope Extension (Setback Variation)		
PROPONENT	Annette Brewer		
LOCATION	Lot 102 (RSN 57) Elwins Road, Kangaroo Gully		
OFFICER	Senior Planner		
DATE OF REPORT	2 December 2020		

- Attachment 10 Locality Plan
Attachment 11 Neighbours’ Submission
Attachment 12 Proposed Site Plan
Attachment 13 Proposed Floor Plan
Attachment 14 Proposed Elevation Plan

OFFICER RECOMMENDATION

That Council, noting the single submission of support received as per Attachment 10, and pursuant to Clause 3.4.4 and Clause 4.5.6(b) of Town Planning Scheme No. 4, waives provisions of the Shire’s Building Envelopes Policy TP.5 and grants development approval for the proposed building envelope extension and setback

variation for Lot 102 (RSN 57) Elwins Road, Kangaroo Gully, as per Attachment 11, subject to the following conditions:

1. Approval is granted for a 125m² building envelope extension with a reduced setback of 15 metres to the north-eastern side boundary.
2. All future development to be contained within the approved building envelope.

Summary/Purpose

A development application has been received for proposed Additions to Single House and Building Envelope Extension (Setback Variation) at Lot 102 (RSN 57) Elwins Road, Kangaroo Gully to accommodate additions to the single house. The proposed setback variation requires determination by Council and noting the single submission of support received from adjoining neighbours, it is recommended that approval be granted subject to conditions.

Background

A development application has been received seeking approval for a minor building envelope extension, with a setback variation to the north-eastern side boundary of 15 metres in lieu of 20 metres, with an area of 125m², to accommodate additions to the single house.

Officer Comment

The property is zoned 'Special Rural SR17' under Town Planning Scheme No. 4 and has an approximate area of 2.4182 hectares. The existing dwelling and outbuilding are located within the existing building envelope. The applicant intends to construct additions to the existing single house setback approximately 15 metres from the north-eastern boundary.

The application was referred by the applicant to landowners of one adjoining property for comment. One submission was received from the landowners of adjoining Lot 101 to the north-east, indicating no concerns (see Attachment 2).

The proposed building envelope extension with a setback variation from 15 metres in lieu of 20 metres to the north-eastern side boundary, to accommodate the additions to the single house, is not expected to have an adverse effect upon the amenity of surrounding properties or the wider locality.

Council has discretion to waive policy requirements where Council is satisfied that the provisions and objectives of the policy have been considered, see Policy Implications below.

Whilst the current building envelope is large, the proposed minor building envelope extension is modest in size and the setback variation is considered reasonable to accommodate the dwelling extensions, and approval is recommended.

Statutory Environment

- Shire of Bridgetown-Greenbushes Town Planning Scheme No. 4

Clause 3.4.4 of TPS4 provides Council with the power to waive or modify a development requirement. *"The power conferred by this clause may only be exercised if the Council is satisfied that:*

- (a) *approval of the proposed development would be consistent with the orderly and proper planning of the locality and the preservation of the amenities of the locality;*
- (b) *the non-compliance will not have any adverse effect upon the occupiers or users of the development of the locality or the inhabitants of the locality or upon the likely future development of the locality.”*

Clause 4.5.6 (b) of TPS4 requires development to be contained within a defined building envelope. Council may permit construction of buildings in areas other than the building envelope if satisfied that the proposed location thereof will not be detrimental to the landscape or the environment but in any case the distance from a lot boundary will not be less than 25 metres to a road frontage or 20 metres from the side or rear boundaries of a lot. Council however has the power to extend the building envelope into the setback area.

Clause 7.6.4 of TPS4 states “*A Town Planning Scheme Policy shall not bind the Council in respect of any application for Planning Approval but the Council shall take into account the provisions of the policy and objectives which the policy was designed to achieve before making its decision.*”

- Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 (Deemed Provisions)

Part 10A Local Planning Scheme Regulations 2015 relates to bushfire risk assessment. Whilst the subject property is wholly located within the bushfire prone area, the property already has a single house, and the proposed building envelope extension relates to a single house extension. Assessment pursuant to SPP 3.7 Planning in Bushfire Prone Areas and the Guidelines for Planning in Bushfire Prone Areas is not considered necessary.

Should a habitable building be proposed within the new envelope then a BAL Assessment plus assessment against the bushfire protection criteria may be necessary at that time.

The following table addresses those applicable ‘Matters to be considered’ under Clause 67 of the Local Planning Scheme Regulations 2015.

Requirement	Comment
(a) the aims and provisions of this scheme and any other local planning scheme operating within the Scheme area;	The proposed building envelope extension, noting the setback variation, is consistent with the objective of the Special Rural zone under Town Planning Scheme No. 4.
(b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this scheme that has been advertised under the <i>Planning and Development (Local Planning Scheme) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving;	The proposed building envelope modification, noting the setback variation, is consistent with the orderly and proper planning of Town Planning Scheme No. 4. The draft Local Planning Strategy and Local Planning Scheme No. 6 are currently being prepared.
(c) any approved State planning policy;	Assessment against SPP 3.7 Planning in Bushfire Prone Areas is not considered necessary in this case.
(e) any policy of the Commission;	Assessment against the Guidelines for Planning in Bushfire Prone Areas is not considered necessary in this case.
(g) any local planning policy for the Scheme area;	Building Envelopes Policy, see below.
(h) any structure plan, activity centre plan or local development plan that relates to the development;	SR17 zone Structure Plan is applicable. Consistent noting the building envelope extension and setback variation.
(m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;	No detrimental impacts upon the local area are anticipated.
(n) the amenity of the locality including the following: (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development;	No detrimental impacts upon the local environment, character of the locality or adjoining land are anticipated.
(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;	Landscaping not considered necessary.

(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;	See bushfire issues above. No evidence of flooding, soil erosion or landslip issues.
(y) any submissions received on the application;	One submission from adjoining neighbours has been received indicating no objection.

Integrated Planning

- Strategic Community Plan
 - Key Goal 2 - Our natural environment is valued, conserved and enjoyed
 - Objective 2.6 - Development is sympathetic to the landscape
 - Strategy 2.6.1 - Planning processes allow for a diverse range of land and development opportunities
 - Key Goal 5 - Our leadership will be visionary, collaborative and accountable
 - Objective 5.2 - We maintain high standards of governance, accountability and transparency
 - Strategy 5.2.8 - Ensure all legislative responsibilities and requirements are met
- Corporate Business Plan
 - Strategy 2.6.1 - Planning processes allow for a diverse range of land and development opportunities
 - Action 2.6.1.2 - Development application process allows a balance between sensitively developed places and progressive development
 - Strategy 5.2.8 - Ensure all legislative responsibilities and requirements are met
 - Action 5.2.8.2 - Provide effective regulatory services
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

Policy Implications

- Shire of Bridgetown-Greenbushes Building Envelopes Policy TP.5

Under the Shire's Building Envelopes Policy TP.5, the purpose of a building envelope is to ensure buildings are sited on a suitable location on a lot taking into account topography, vegetation, amenity, watercourses, physiographic features and access.

The policy provides scope for minor alterations of a building envelope of no more than 20 metre extensions to cater for unforeseen physiographic constraints or other circumstances. The Policy states that no intrusion into the specific setback area is permitted however Council may vary the 25 and 20 metre setbacks required by TPS4, therefore permitting the proposed envelope extension if Council is satisfied that the proposal will not have a detrimental impact upon the landscape or the environment.

Given the terms of the policy, circumstances exist that allow Council to approve the proposed building envelope including the setback variation, as no objections were received from surrounding landowners and no detrimental impacts upon surrounding properties are anticipated following future construction within the proposed envelope.

Budget Implications

The required development application fee has been paid to consider the application including the setback variation. Should Council approve the application subject to conditions opposed by the applicant or should Council refuse the application, the applicant may exercise a right of review (ie. appeal) with the State Administrative Tribunal, additional staff time and potential legal costs are likely to be incurred.

Whole of Life Accounting – Not applicable

Risk Management

No risks to the Shire, the landowner or adjoining property owners are evident should Council resolve to support the proposal. Should Council approve the application subject to conditions opposed by the applicant or should Council refuse the application, the applicant may exercise a right of review (ie. appeal) with the State Administrative Tribunal.

Voting Requirements – Simple Majority

Council Decision Moved Cr Mountford, Seconded Cr Practico

C.11/1220 That Council, noting the single submission of support received as per Attachment 10, and pursuant to Clause 3.4.4 and Clause 4.5.6(b) of Town Planning Scheme No. 4, waives provisions of the Shire's Building Envelopes Policy TP.5 and grants development approval for the proposed building envelope extension and setback variation for Lot 102 (RSN 57) Elwins Road, Kangaroo Gully, as per Attachment 11, subject to the following conditions:

- 1. Approval is granted for a 125m² building envelope extension with a reduced setback of 15 metres to the north-eastern side boundary; and***
- 2. All future development to be contained within the approved building envelope.***

Carried 9/0

ITEM NO.	C.12/1220	FILE REF.	
SUBJECT	Proposed Memorandum of Understanding (MOU) for Maintenance of the Greenbushes Town Square		
PROPONENT	Greenbushes Community Garden Committee		
OFFICER	Executive Manager Development & Infrastructure		
DATE OF REPORT	9 December 2020		

Attachment 15 - Revised MOU (DRAFT)

OFFICER RECOMMENDATION

That Council:

- 1. Endorses the draft revised Memorandum of Understanding (MOU) for maintenance of the Greenbushes Town Square as per Attachment 15.*
- 2. Instructs the Chief Executive Officer to execute the MOU on behalf of the Council with the Greenbushes Community Garden Committee.*
- 3. Continues allocating \$1,000 per annum towards the Greenbushes Community Garden Committee to assist with the purchase of reticulation, plants and seedlings.*

Summary/Purpose

To endorse a revised Memorandum of Understanding with the Greenbushes Community Garden Committee for maintenance of the Greenbushes Town Square.

Background

Early in November 2020, the Greenbushes Community Garden Committee (GCGC) approached the Shire to review the maintenance responsibilities at the Greenbushes Town Square, situated next to the community garden. Some minor operational concerns were raised, which triggered a review of the current existing Memorandum of Understanding (MOU).

The GCGC organises a busy Tuesday every fortnight for the purpose of maintaining the community garden and the Greenbushes Town Square. However, there has been a reduction in the number of volunteers at the community garden able to undertake the day to day maintenance of the town square, thus generating the request for more assistance from the Shire's parks & gardens staff. It was mainly pointed out that not carrying out spraying was becoming impractical and it was requested that Shire's staff spray weeds on the roadside of the pathway from the Community Garden to protect the vegetable gardens and frog pond. It was highlighted that the children play area should not be sprayed. It was also requested that Shire staff supply and deliver mulch (if available) upon request to a convenient site location as specified by GCGC, who will spread the mulch with the help of the volunteers.

At the meeting, GCGC were advised that Shire's allocates up to \$1000 to assist with the purchase of reticulation, plants and seedlings upon production of invoices or receipts for record purposes. It was clarified that this amount could not be rolled over or accumulated if unused and that expenditures incurred in a previous financial year could not be claimed in the current year. GCGC were of the opinion that the existing gazebo, table and benches were gifted by Talison Lithium Australia Pty Ltd., and GCGC assume the maintenance and repair thereof.

Other one-off requests, such as removal of tree stumps and decommissioning of existing unused drinking fountain, were made at the meeting. However, these do not form part of the revised MOU.

Officer Comment

The current MOU has been reviewed for the purpose of setting out the parameters and conditions associated with the undertaking by the GCGC of a maintenance service of the Greenbushes Town Square. Its purpose is to establish a framework for a cooperative working relationship between the Shire and the GCGC. Contact details were exchanged between GCGC and Shire's staff for better communication and cooperation.

The timeframe of the revised document is open-ended but can be reviewed or discontinued by either party subject to three months' notice being provided.

The revised MOU sets out the responsibilities of each party. The Shire will:

- Assist with the costs for purchase of reticulation, seedlings and plants within the Greenbushes Town Square. A maximum amount of \$1,000 per annum will continue to be budgeted for these purposes.
- Supply mulch upon request from the Committee (when available) to keep the area covered, reduce evaporation and generation of weeds.
- Carry out large pruning such as lopping of trees on request from the committee, noting that these works are subject to funds being available in the Council Budget.
- Carry out weed spraying in the Town Square as part of Shire's Parks and Gardens works program.
- Pay the water accounts and on-charge 50% of the water consumption charges and service charges to the GCGC.

Under the MOU the Greenbushes Community Garden Committee will:

- Plant and maintain appropriate plantings (predominantly natives) to keep area filled, ensure visibility of the Town Square wall and ensure plantings are replaced when needed.
- Keep the plants pruned.
- Install and maintain reticulation off the Community Garden Building water supply.
- Spread the mulch supplied by the Shire.
- Keep the plants watered (initially with new seedlings and during dry periods).
- Keep the area weeded
- Maintain existing gazebo, table and benches.

Statutory Environment - Nil

Integrated Planning

- Strategic Community Plan
 - Key Goal 4 – A community that is friendly and welcoming
 - Objective 4.4 – Promoting volunteerism
 - Strategy 4.4.1 – Acknowledge volunteers and the contribution they make to our community

Key Goal 5 – Our leadership will be visionary, collaborative and accountable
Objective 5.1 – Our community actively participates in civic life
Strategy 5.1.5 – Support groups that deliver programs, activities and services for the benefit of the community.

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

Policy/Strategic Implications - Nil

Budget Implications

\$1,000 is included in annual budgets for purchase of seedlings, plants and reticulation.

Whole of Life Accounting - Nil

Risk Management – Nil

Voting Requirements – Simple Majority

Council Decision Moved Cr Practico, Seconded Cr Boyle

C.12/1220 That Council:

- 1. Endorses the draft revised Memorandum of Understanding (MOU) for maintenance of the Greenbushes Town Square as per Attachment 15.**
- 2. Instructs the Chief Executive Officer to execute the MOU on behalf of the Council with the Greenbushes Community Garden Committee.**
- 3. Continues allocating \$1,000 per annum towards the Greenbushes Community Garden Committee to assist with the purchase of reticulation, plants and seedlings.**

Carried 9/0

Community Services

ITEM NO.	C.13/1220	FILE REF.	Legal D138
SUBJECT	Greenbushes Community Resource Centre (CRC) Memorandum of Understanding (MOU) – Service Delivery		
PROPONENT	Council		
OFFICER	Executive Manager Community Services		
DATE OF REPORT	8 December 2020		

Attachment 16

Draft MOU – Service Delivery

OFFICER RECOMMENDATION

That Council approve the updated Memorandum of Understanding outlining service delivery expectations, roles, responsibilities and payments, with the Greenbushes CRC and delegate the CEO to liaise with the Greenbushes CRC to finalize and sign the agreement.

Summary/Purpose

The purpose seeks to formalize a review of the existing Memorandum of Understanding that exists with the Greenbushes CRC as relates to that agency being a provider of identified services, on behalf of the Shire of Bridgetown-Greenbushes, to the Greenbushes community.

Background

A Memorandum of Understanding (MOU) has been in place since November 2007 between the Shire and Greenbushes Telecentre (now Community Resource Centre – CRC) for the provision of some Shire services to the residents of Greenbushes and surrounds.

The content of the MOU was reviewed by Council in February 2011 after an expansion of the services provided to the residents of Greenbushes and surrounds. This allowed for the provision of the following service delivery areas:

- Rates payments;
- Dog Licenses;
- Sundry Debtors;
- Greenbushes Town Hall & Roads Board Office bookings;
- Library services;
- Noticeboard (provision of Shire information in Greenbushes); and
- Community Development

Officer Comment

The officer and the CEO undertook several meetings with the (former) Greenbushes CRC Manager to progress the review of the MOU to ensure it is current, relevant and clarifies the required objectives of both stakeholders. Essentially the core content of the MOU remains unchanged.

During the review Shire officers identified that the payment for rate payments, dog licence, cat licence and sundry debtor transactions is considered minimal and that the existing \$7.50 fee payable to the Greenbushes CRC was excessive in terms of

time taken to process such payments. It was also identified that the time taken to book and process payments for facility hire was more time consuming and subsequently should be increased from the existing \$7.50.

The key changes in the Draft MOU – Service Delivery (Attachment XX) are:

- The inclusion of reference to payment of cat (as well as dog) registrations (in line with the Cat Act 2011) – Part 2 Points 10 and 11
- Reduction of service delivery fee charge from \$7.50 per transaction to \$2.50 per transaction (to reflect minimal time required to process the transaction for all rate payments, dog licence, cat licence and sundry debtor transactions – Part 2 Point 14)
- Increase of service delivery fee charge from \$7.50 to \$11.00 for Town Hall and Road Board building bookings (to reflect time required to process the booking and payment transaction– Part 3 Points 5 and 9).
- Clarification of the time frame for the Greenbushes CRC to deliver monies received for various payments to the Shire office (Part 3 Point 3)
- Removal of any reference to the now defunct Insight Newsletter

If Council endorse the officer recommendation, the Draft MOU will be presented formally to the Greenbushes CRC Manager for the CRC Board to consider and if agreeable to them, endorse.

Statutory Environment

The clear articulation of the management and administrative requirements that the CRC must follow in providing the various services will ensure that the Shire meets its statutory responsibilities for revenue receipting.

Integrated Planning

- Strategic Community Plan
 - Key Goal 5 - Our leadership will be visionary, collaborative and accountable
 - Objective 5.1 - Our community actively participates in civic life
 - Strategy 5.1.4 - People receive Shire information, services and opportunities according to their needs
 - Objective 5.2 - We maintain high standards of governance, accountability and transparency
 - Strategy 5.2.3 - Maintain a strong customer focus
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans – Not applicable
- Workforce Plan – Not applicable
- Other Integrated Planning - Nil

Policy Implications – Nil

Budget Implications - Nil

Whole of Life Accounting – Not Applicable

Risk Management

The recommendation seeks to mitigate the low exposure to risk the MOU presents by ensuring both stakeholders have clarity regarding roles, responsibilities, expectations and fees/payments for service delivery. Further, the MOU contains detailed management and administrative procedures for CRC staff to follow when providing the various services on behalf of the Shire, including receipt of revenue.

Voting Requirements – Absolute Majority (for delegation to the CEO)

**Council Decision Moved Cr Johnson, Seconded Cr Moore
C.13/1220 That Council approve the updated Memorandum of Understanding outlining service delivery expectations, roles, responsibilities and payments, with the Greenbushes CRC and delegate the CEO to liaise with the Greenbushes CRC to finalize and sign the agreement.**

**Carried 9/0
By Absolute Majority**

Receival of Minutes from Management Committees - Nil

Urgent Business Approved by Decision

ITEM NO.	C.15/1220	FILE REF.	
SUBJECT	Proposed Amendment to Policy M.6 – Meetings of Council		
OFFICER	Chief Executive Officer		
DATE OF REPORT	15 December 2020		

Reason for Urgent Business: Amendment of the Policy will ensure that in future the date of the December Council meeting is set thus allowing advertising of 2021 meeting dates to occur in January.

OFFICER RECOMMENDATION

That Council amend Policy M.6 – ‘Meetings of Council’ by rewording the first paragraph to read:

It is Council’s policy that Ordinary Meetings of the Council will be held on the last Thursday of each month (excepting the month of December where it will be held on the 3rd Thursday of that month), commencing at 5.30pm.

Summary/Purpose

To approve a minor variation to a Council Policy.

Background

In responding to a query late last week about the date of the December Council meeting it became apparent that a change to Policy M.6 – ‘Meetings of Council’ is required.

Officer Comment

Policy M.6 – ‘Meetings of Council’ sets the monthly ordinary council meeting date as the last Thursday of the month excepting December. The current wording of the policy doesn’t specify the December meeting date but it has been held on the 3rd Thursday for many years.

Statutory Environment

Regulation 12 of the Local Government (Administration) Regulations requires a local government, at least once each year to give local public notice of the dates on which and the time and place at which ordinary council meetings are to be held.

Integrated Planning

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

Policy Implications

This item recommends a minor amendment to Policy M.6

Budget Implications

Approximately \$300 for advert in local newspaper that can be accommodated in current advertising budget allocation.

Whole of Life Accounting - Nil

Risk Management

Amendment of the policy will ensure that the December meeting date is locked in and thus can be included in the local public notice advertising that is scheduled to occur in January.

Voting Requirements – Simple Majority

**Council Decision Moved Cr Wilson, Seconded Cr Moore
C.15/1220 That Item C.15/1120a be accepted as urgent business.**

Carried 9/0

Moved Cr Boyle, Seconded Cr Johnson
That Council amend Policy M.6 – ‘Meetings of Council’ by rewording the first paragraph to read:

It is Council’s policy that Ordinary Meetings of the Council will be held on the last Thursday of each month (excepting the month of December where it will be held on the 3rd Thursday of that month), commencing at 5.30pm.

Amendment Moved Cr Boyle, Seconded Cr Bookless
That the policy reflect that the December Meeting of Council is to be held in Greenbushes

Carried 8/1

Cr Nicholas voted against the Amendment

The Amended Motion becomes the Substantive Motion - the Motion was put

**Council Decision Moved Cr Boyle, Seconded Cr Johnson
C.15/1220a That Council amend Policy M.6 – ‘Meetings of Council’ by rewording the first paragraph to read:**

It is Council’s policy that Ordinary Meetings of the Council will be held on the last Thursday of each month (excepting the month of December where it will be held on the 3rd Thursday of that month), commencing at 5.30pm in Greenbushes.

Carried 9/0

Reason for amending the officer recommendation

To include the proposed location of the Council Meeting in December.
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ITEM NO.	C.16/1220	FILE REF.	
SUBJECT	Revocation of Council Resolution for Calling of Special Meeting of Council		
OFFICER	Chief Executive Officer		
DATE OF REPORT	16 December 2020		

Reason for Urgent Business: Feedback from a tender briefing held today for Tender RFT02-20/21 has raised the need to extend the tender closing date to factor in the Christmas/New Year. If this is to occur the tender couldn't be considered at the Special Council Meeting called for 14 January 2021.

OFFICER RECOMMENDATION

That Council revoke Part 3 of Resolution SpC.01/1220a that reads:

- That Council notes the closing date for RFT 02-20/21 is 2pm, Tuesday 5th January 2021 and calls a Special Meeting of Council for 5.30pm, Thursday 14th January 2021 for the purpose of considering tenders received for Tender 02-20/21 Blackwood River Foreshore Project.*

Summary/Purpose

Due to a proposed change to the closing date for Tender RFT 02-20/21 it is recommended that the Special Council Meeting called for 14 January 2021 for the purpose of considering tenders received not be held. If so this will require revocation of Part 3 of Council Resolution SpC.01/1220a.

Background

Feedback from a tender briefing held today for Tender RFT02-20/21 has raised the need to extend the tender closing date to factor in the Christmas/New Year period. If this is to occur the tender couldn't be considered at the Special Council Meeting called for 14 January 2021.

Officer Comment

Under Regulation 10 of the Local Government (Administration) Regulations before a Motion can be considered for revoking of a previous Council decision (resolution), support must be given by at least 1/3 of the number of office (whether vacant or not) of members of the Council. Therefore the Presiding Member will seek an indication of such support from councillors and if 3 or more councillors indicate support by a show of hands the Presiding Member will call for a mover and seconder for the motion proposing the revoking of Part 3 of Council Resolution SpC.01/1220a.

Advice from some of the interested tenderers is that they will be shutting down between Christmas and New Year thus hindering their ability to prepare a suitable tender for consideration. Therefore acting under delegated authority an extension to the tender closing date is being considered but before making a decision on that matter it has to be determined whether the previously called Special Meeting of Council will still be held.

It is recommended Council revoke Part 3 of Council Resolution SpC.01/1220a. This would mean that the report on possible awarding of Tender RFT02-20/21 would be presented to the January ordinary meeting of Council.

Statutory Environment

Regulation 10 – Local Government (Administration) Regulations

10. *Revoking or changing decisions (Act s. 5.25(1)(e))*

- (1) If a decision has been made at a council or a committee meeting then any motion to revoke or change the decision must be supported —
 - (a) in the case where an attempt to revoke or change the decision had been made within the previous 3 months but had failed, by an absolute majority; or
 - (b) in any other case, by at least $\frac{1}{3}$ of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.

- (1a) Notice of a motion to revoke or change a decision referred to in subregulation (1) is to be signed by members of the council or committee numbering at least $\frac{1}{3}$ of the number of offices (whether vacant or not) of members of the council or committee, inclusive of the mover.

- (2) If a decision has been made at a council or a committee meeting then any decision to revoke or change the first-mentioned decision must be made —
 - (a) in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority, by that kind of majority; or
 - (b) in any other case, by an absolute majority.

- (3) This regulation does not apply to the change of a decision unless the effect of the change would be that the decision would be revoked or would become substantially different.

Integrated Planning

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

Policy Implications - Nil

Budget Implications - Nil

Whole of Life Accounting - Nil

Risk Management

Revoking Part 3 of Council Resolution SpC.01/1220 will allow for the closing date for Tender RFT02-20/21 to be extended thus increasing the likelihood of receiving multiple tenders to assess.

Voting Requirements – Absolute Majority

**Council Decision Moved Cr Moore, Seconded Cr Wilson
C.16/1220 That Item C.16/1120a be accepted as urgent business.**

Carried 9/0

**Council Decision Moved Cr Bookless, Seconded Cr Moore
C.16/1220a That Council revoke Part 3 of Resolution SpC.01/1220a that reads:**

- 3. That Council notes the closing date for RFT 02-20/21 is 2pm, Tuesday 5th January 2021 and calls a Special Meeting of Council for 5.30pm, Thursday 14th January 2021 for the purpose of considering tenders received for Tender 02-20/21 Blackwood River Foreshore Project.**

**Carried 9/0
By Absolute Majority**

ITEM NO.	C.17/1220	FILE REF.	
SUBJECT	Temporary Variation to Delegation P.4 – Development Applications		
OFFICER	Chief Executive Officer		
DATE OF REPORT	17 December 2020		

Reason for Urgent Business: To clear pending development applications before the end of the calendar year an amendment to Delegation P.4 is recommended.

OFFICER RECOMMENDATION

- 1. That Council amend its Council to CEO Delegation P.4 'Development Applications' by delegating the CEO to approve development applications in cases where an objection has been lodged by a Government agency as part of a development referral process.**
- 2. That this amendment to Delegation P.4 cease as at 24 December 2020.**

Summary/Purpose

To approve a temporary variation to an existing Council to CEO delegation - in order to allow approval of specific development applications prior to Christmas shutdown.

Background

Some existing Government grants and subsidies for new housing developments expire on 31 December 2020.

There is a large number of pending development applications currently being considered, including for new dwellings, some which due to bush fire risk or location require referral to specific Government agencies. Some responses from these Government agencies are expected between now and 24 December 2020 and if they contain objections to the proposed development assessment of the applications would be held up as under Council to CEO Delegation P.4 'Development Applications' any application that is subject to an objection from a development referral cannot be processed for approval unless the objection can be satisfied by conditions of planning consent.

In cases where the objection from the referral agency raises questions of interpretation it is not always possible to satisfy the agency's concerns by conditions of planning consent. In those situations a report is prepared for Council's consideration and Council could overrule any of the concerns or objections being raised. For current applications this would mean presentation to the next ordinary meeting of Council to be held on 28 January 2021. For those applications requiring an approval prior to 31 December 2020 to meet grant/subsidy requirements it would mean those grants would be forfeited.

To overcome this inconvenience to applicants a temporary variation to Delegation P.4 is recommended.

Officer Comment

Noting that the Shire Administration Office is closed between 25 December 2020 and 3 January 2021 it is intended to process as many development applications as possible up to that date.

If Delegation P.4 is varied as per the officer recommendation the relevant officers, if dealing with an objection from a Government referral agency, would exercise caution and fairness in assessing the objection and making a determination.

Statutory Environment

Local Government Act 1995 – Sections 5.42 – 5.48

5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43. * Absolute majority required.
- (2) A Delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of Delegation.

5.43. Limits on Delegations to CEO's

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;

- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (h) any power or duty that requires the approval of the Minister or the Governor;
or
- (i) such other powers or duties as may be prescribed.

5.44. CEO may delegate powers and duties to other employees

- (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of Delegation.
- (2) A Delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of Delegation.
- (3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —
 - (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
 - (b) the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions imposed by the local government on its Delegation to the CEO.
- (4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a Delegation under this section.
- (5) In subsections (3) and (4) —
"conditions" includes qualifications, limitations or exceptions.

5.45. Other matters relevant to Delegations under this Division

- (1) Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 —

- (a) a Delegation made under this Division has effect for the period of time specified in the Delegation or where no period has been specified, indefinitely; and
 - (b) any decision to amend or revoke a Delegation by a local government under this Division is to be by an absolute majority.
 - (2) Nothing in this Division is to be read as preventing —
 - (a) a local government from performing any of its functions by acting through a person other than the CEO; or
 - (b) a CEO from performing any of his or her functions by acting through another person.
- 5.46. Register of, and records relevant to, Delegations to CEO's and employees
- (1) The CEO is to keep a register of the Delegations made under this Division to the CEO and to employees.
 - (2) At least once every financial year, Delegations made under this Division are to be reviewed by the delegator.
 - (3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

Integrated Planning

- Strategic Community Plan
Key Goal Area 5 – Our leadership will be visionary, collaborative and accountable
Objective 5.2 - We maintain high standards of governance, accountability and transparency
Strategy 5.2.3 - Ensure organisational capability
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

Policy Implications - Nil

Budget Implications - Nil

Whole of Life Accounting - Nil

Risk Management - Nil

Voting Requirements – Absolute Majority

Council Decision *Moved Cr Wilson, Seconded Cr Moore*
C.17/1220 *That Item C.17/1120a be accepted as urgent business.*

Carried 9/0

Council Decision *Moved Cr Wilson, Seconded Cr Johnson*
C.17/1220a

- 1.** *That Council amend its Council to CEO Delegation P.4 ‘Development Applications’ by delegating the CEO to approve development applications in cases where an objection has been lodged by a Government agency as part of a development referral process.*
- 2.** *That this amendment to Delegation P.4 cease as at 24 December 2020.*

Carried 9/0

By Absolute Majority

Responses to Elected Member Questions Taken on Notice – Nil

Elected Members Questions With Notice

Cr Pratico

Question

Stinton Aged Housing has transferred its asset to Access Housing to manage on the understanding that this would deliver better and quicker growth for the settlement.

Response

Access Housing has been funded by the South West Development Commission to develop aged care housing in the south west. The first housing developments have been undertaken in Donnybrook and Boyup Brook. Some of that housing built in those two towns has been made available for aged citizens to rent, some of it is available to purchase. Under the funding agreement with the South West Development Commission, a portion of the sale/purchase price of the saleable homes is required to be ‘on invested’ in other towns. Both Greenbushes and Bridgetown are earmarked as the next towns. When the sale of homes in the first 2 towns has generated sufficient capital to commence the construction of the additional units will commence in Greenbushes (first) and Bridgetown second. Land is required to be identified and purchased by Access Housing for Bridgetown housing developments. The transfer of the management of the asset was undertaken to allow for the development once capital funding was available to commence works. This arrangement is still in place.

Question

There are lost dog signs all over the Shire. Can these be removed?

- Dog lost in January 2020
- Dog lost in the Shire of Nannup
- Tracey (and a contact mobile)

Response

These signs technically require local government approval but typically persons that erect them don't seek that approval. This is understandable if the signs are temporary in nature. Removal of such signage typically only occurs if it is unsightly or impacts on sight lines at intersections. We could remove these "lost dog" signs but we would need to be consistent and remove similar signs. Is this something council would like done? This can be discussed further in February if councillors wish.

Notice of Motions for Consideration at the Next Meeting - Nil

Matters Behind Closed Doors (Confidential Items)

In accordance with Section 5.23(2) of the Local Government Act the CEO has recommended this Item be considered behind closed doors as the subject matter relates to the following matters prescribed by Section 5.23(2):

- A matter affecting an employee or employees;
- A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

In accordance with Clause 4.2 of the Standing Orders Local Law the contents of this item are to remain confidential and must not be disclosed by a member to any person other than a member of Council or an employee of the Council to the extent necessary for the purpose of carrying out his or her duties.

The CEO, T Clynch, as author of the report/agenda item, declares a financial interest as the subject of the report/agenda item concerns the terms of his new contract of employment.

ITEM NO.	C.14/1220	FILE REF.	
SUBJECT	CEO Contract		
OFFICER	Shire President		
DATE OF REPORT	10 December 2020		

Council Decision Moved Cr Johnson, Seconded Cr Wilson
C.14/1220 That Council goes behind closed doors to consider Item
C.14/1220 at 6.17pm.

Carried 9/0

6.17pm *At this time the Chief Executive Officer, Executive Manager Community Services, Executive Manger Development & Infrastructure and Executive Manager of Corporate Services left the meeting.*

Council Decision Moved Cr Nicholas, Seconded Cr Wilson
C.14/1220a That Council acknowledge that the Chief Executive Officer has met his contractual key performance indicator (contained in Schedule 3 of his contract of employment) and accordingly the two year option specified in Item 7 of Schedule 2 of the contract has been triggered.

Carried 9/0

Moved Cr Nicholas, Seconded Cr Moore
C.14/122b That Council consider offering the Chief Executive Officer, Mr Tim Clynch, a new contract of employment for a period of 5 years with the term of the new contract to commence on 5 January 2021.

Lost 0/9

Reason

In resolving as per Part a of the Shire President's recommendation councillors felt it premature to consider Part b..

Council Decision Moved Cr Johnson, Seconded Cr Moore
C.14/1220c That Council come out from behind closed doors at 6.48pm.

Carried 9/0


Note: No members of the public returned to the meeting

Closure

The Presiding Member closed the meeting at 6.50pm.

List of Attachments

Attachment	Item No.	Details
1	C.02/1220	Minutes Special Council Meeting 3 December 2020
2	C.06/1220	Rolling Action Sheet
3	C.07/1220	Terms of Reference for Working Group
4	C.08/1220	November 2020 Financial Activity Statements
5	C.08/1220	List of Accounts Paid in November 2020
6	C.09/1220	Long Term Financial Plan 2021/22 to 2035/36
7.	C.10/1220	Annual Report 2019/20
8.	C.10/1220	Auditor's Management Report 2019/20 Financial Year
9.	C.10/1220	Minutes Audit Committee Meeting 7 December 2020
10.	C.11/1220	Locality Plan
11.	C.11/1220	Neighbours' Submission
12.	C.11/1220	Proposed Site Plan
13.	C.11/1220	Proposed Floor Plan
14.	C.11/1220	Proposed Elevation Plan
15.	C.12/1220	Revised MOU (draft)
16.	C.13/1220	Draft MOU – Service Delivery

Minutes checked and authorised by T Clynch, CEO		23/12/2020
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As Presiding Member, I certify that the Minutes of the Council Meeting held 17 December 2020 were confirmed as a true and correct record of the proceedings of that meeting at the Ordinary Meeting of Council held on 28 January 2021.





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AGENDA

Minutes of a Special Council Meeting of the Shire of Bridgetown-Greenbushes held in Council Chambers on Thursday 3 December 2020.

The purpose of this meeting was to consider tenders received for Tender 01-20/21 Blackwood River Foreshore Project.

The Presiding Member opened the meeting at 4.30pm.

Acknowledgment of Country – Presiding Member

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

Attendance, Apologies and Leave of Absence

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

Attendance of Gallery - Nil

Public Question Time - Nil

Petitions/Deputations/Presentations - Nil

Comments on Agenda Items by Parties with an Interest - Nil

Notification of Disclosures of Interest

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

Business Items

Matters Behind Closed Doors (Confidential Items)

In accordance with Section 5.23(2) of the Local Government Act the CEO has recommended this Item be considered behind closed doors as the subject matter relates to the following matters prescribed by Section 5.23(2):

- A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.
- A matter that if disclosed, would reveal –
 - A trade secret;
 - Information that has commercial value to a person; or
 - Information about the business, professional, commercial or financial affairs of a person.

In accordance with Clause 4.2 of the Standing Orders Local Law the contents of this item are to remain confidential and must not be disclosed by a member to any person other than a member of Council or an employee of the Council to the extent necessary for the purpose of carrying out his or her duties.

Council Decision Moved Cr Pratico, Seconded Cr Johnson
SpC.01/1220 That Council go behind closed doors to consider Item
SpC.12/1220 at 4.31pm. Carried 9/0

ITEM NO.	SpC.01/1220	FILE REF.	511.69
SUBJECT	RFT 01 – 20/21 Blackwood River Foreshore Project		
PROPONENT	Shire of Bridgetown-Greenbushes		
OFFICER	Manager Development Services (Project Manager)		
DATE OF REPORT	30 November 2021		

Council Decision Moved Cr Quinby, Seconded Cr Moore
SpC.01/1220a

1. ***That Council not award Tender RFT 01-20/21 Blackwood River Foreshore Project on the basis that it isn't considered to represent good value for money.***
2. ***That a new tender (RFT 02-20/21) be called for the Blackwood River Foreshore Project including a reduced Scope of Works for the Pedestrian Bridge Trail works package to not provide car parking and associated infrastructure to support vehicle access to this area.***
3. ***That Council notes the closing date for RFT 02-20/21 is 2pm, Tuesday 5th January 2021 and calls a Special Meeting of Council for 5.30pm, Thursday 14th January 2021 for the purpose of considering tenders received for Tender 02-20/21 Blackwood River Foreshore Project.***

Carried 9/0



ROLLING ACTION SHEET

ROLLING ACTION SHEET
November 2020 (encompassing Council Resolutions up to Council Meeting held 26 November 2020)

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

Council Decision No.	Wording of Decision	Responsible Officer	Past comments	Progress since last report	✓
C.14/0310 Preliminary Report – Plantation Exclusion Zones	<p>That Council:</p> <ol style="list-style-type: none"> 1. Agrees that any consideration of plantation exclusion zones should also address the Greenbushes, North Greenbushes and Hester townsites, the Yornup township and existing or proposed local development areas throughout the Shire municipality. 2. Directs the Chief Executive Officer to prepare preliminary documentation and present a report to a future meeting of Council to initiate a scheme amendment to Town Planning Scheme No. 3 seeking to modify Table I to prohibit 'Afforestation' within the Rural zone of the scheme area. 3. Directs the Chief Executive Officer to present all planning applications for 'Afforestation' for land within Town Planning Scheme No. 3 to Council for determination, until such time as the scheme amendment required by Point 2 above has been finalised. 4. Directs the Chief Executive Officer to engage a suitably qualified consultant to undertake a Bush Fire Hazard Assessment of the Shire municipality, in consultation with FESA, and in accordance with the Planning for Bush Fire Protection document. 	S Donaldson	<ol style="list-style-type: none"> 1. Noted. 2. Presented to Council in August 2011 for initial adoption. Advertising period closed on 8 December 2011. Amendment adopted by Council on 25 January 2012 and forwarded to WAPC for final approval. Amendment gazetted 8 June 2012. 3. Noted. 4. Funding application was successful – Council accepted funds at March 2011 meeting. Bushfire Hazard Strategy Consultant Brief finalised and tenders called for by 14 September 2011. Final report received and adopted by Council in August 2012 for purpose of future public consultation. Council in March 2016 	<p>December 2020 No progress since last update</p>	

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

		<p>Forum for discussion.</p> <p>January 2019 Refer item in Council agenda about de-vesting of Greenbushes water supply catchment area which is the first step in the Dumping Gully dams being vested in the Shire for recreational and irrigation purposes.</p> <p>February 2019 Submission lodged with Department of Water and Environmental Regulation recommending that the Greenbushes Catchment Area should be abolished under the Country Areas Water Supply Act 1947.</p> <p>April 2019 Discussion at the April Concept Forum occurred and identified the need to complete the planning phase of this project and re-engage with the Greenbushes community. A report will be presented to Council.</p> <p>September 2019 A large scale plan (encompassing the feedback from previous community consultation) is currently being prepared for presentation at a forthcoming community engagement session.</p> <p>October 2019 A draft plan has been prepared as a precursor to community consultation.</p> <p>December 2019 Update Plan has been completed. Next round of community consultation to commence in January.</p> <p>February 2020 Community consultation currently occurring.</p> <p>March 2020 Awaiting completion of community engagement period before any submissions will be assessed.</p> <p>April 2020</p>		
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			<p>Submissions currently being assessed.</p> <p>May 2020 Update provided to May Concept Forum. Intending to present findings of community consultation to the Greenbushes community prior to matter being presented to Council. Timing of community presentation subject to further easing of COVID-19 public gathering restrictions.</p> <p>July 2020 Staff to attend next Grow Greenbushes meeting to provide feedback on community consultation for the project.</p> <p>September 2020 Community briefing on outcomes of community consultation scheduled for 30 September 2020 in Greenbushes.</p> <p>October 2020 Community briefing on outcomes of community consultation held on 30 September 2020 in Greenbushes. It is now intended to proceed with the development of detailed plans and costings in order to make the project 'shovel ready' for future grant opportunities.</p>	
C.03/1116 RV Friendly Towns	That Council consider the registration and promotion of Bridgetown as an RV Friendly Town and Greenbushes as an RV Destination and request the CEO present a report back to Council on the requirements and implications of obtaining such registrations.	T Clynh	<p>Assessment against guidelines of Campervan and Motorhome Club of Australia Limited (CMCA) has commenced (March 2017).</p> <p>The requirement for a dump point is a mandatory requirement for registration as a RV Friendly Town and assessment of options is currently occurring to enable a report back to Council (April 2017).</p> <p>A meeting has recently been held with representatives of the Bridgetown Agricultural Society regarding development of a dump point at the showgrounds (June</p>	<p>December 2020 No progress since last update</p>

		<p>2017).</p> <p>Greenbushes appears to comply with the requirements necessary to obtain "RV Friendly Destination" Status and the Visitor Centre Manager is in the process of submitting an application (February 2018).</p> <p>An application to Water Corporation is currently being prepared for a sewerage connection for a dump point at the railway car park. This will enable a cost estimate to be conducted. Funding of the dump point is a proposed new action in the updated corporate Business Plan proposed to be presented to the budget workshop (May 2018).</p> <p>Discussions occurred at August Council Concept forum. Railway car park site confirmed. Costings and design for both sewerage and holding tank options being progressed (September 2018).</p> <p>November 2018 Discussion occurred at the November Concept forum about the proposed dump point in Bridgetown and direction was given to staff to further investigate waste water disposal options.</p> <p>February 2019 Application has been lodged with Water Corporation for a sewer connection for a dump point in the railway car park.</p> <p>March 2019 Planning and cost estimates for establishment of a dump point in the railway car park is being completed in time for 2019/20 budget considerations.</p> <p>Greenbushes site – refer comments for</p>		
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		<p>Resolution C.16/0513 on Page 5.</p> <p>April 2019 An application has been submitted to Water Corporation for connection to sewer for the proposed dump point in the railway car park. A dump point at the Greenbushes Sportsground is being investigated as part of the planning for that precinct.</p> <p>June 2019 At the June Concept Forum council determined to include funding in 2019/20 for installation of a sewer connected dump point in the railway car park. This funding will be confirmed in the 2019/20 budget.</p> <p>October 2019 The approval process for connection of sewer to the proposed dump point in the railway car park (Bridgetown) has commenced.</p> <p>The draft concept plan for the Greenbushes Sportsground Precinct shows a proposed dump point.</p> <p>November 2019 Application for sewer connection for dump point in railway car park has been submitted to Water Corporation.</p> <p>February 2020 Dump point application for Bridgetown has been submitted and installation is expected by June 2020. Signage to incorporate dump point insignia will be required and this will be an opportunity to review advance warning signage on entrance to Bridgetown.</p> <p>Greenbushes camp area is included in current community consultation for Greenbushes Sportsground Precinct.</p> <p>May 2020 Installation of the dump point in railway car</p>		
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			<p>park has been deferred as trenching of Spencer Street is required for sewer connection and plumber raised concerns about trenching in Winter. Works have been rescheduled for Spring.</p> <p>Greenbushes camp area is included in current community consultation for Greenbushes Sportsground Precinct.</p>	
C.02/1216 Acquisition of Dumpling Gully Precinct	That Council request the CEO to investigate the options of the Shire of Bridgetown-Greenbushes taking ownership of the Dumpling Gully Dams (and associated area) commonly called the Dumpling Gully Precinct to incorporate the area into a Shire Reserve which can be developed for both passive and active recreation activities for the community and to manage and protect the Wetlands and associated unique fauna and flora of the region.	T Clynych	<p>Correspondence forwarded to Water Corporation on 23 December 2016. Response received 28 February 2017 indicating in-principle support to the proposal (April 2017).</p> <p>A meeting was held with the Water Corporation and Talison Lithium on 19.6.17 to further discuss the processes for de-proclamation of the drinking water source and the need to engage with DPAW (July 2017).</p> <p>A meeting is scheduled for 3 September with Water Corporation to progress this matter (September 2018).</p> <p>Advice received from Water Corporation that is continuing to work with Department of Water and Environmental Regulation (DWER) about excising the dam from State Forest (requires Cabinet approval) and resolving the water allocation issues. A follow up meeting with DWER is being planned (October 2018).</p> <p>January 2019 Refer item in January agenda.</p> <p>February 2019 Submission lodged with Department of Water and Environmental Regulation</p>	<p>December 2020 No progress since last update</p>

		<p>recommending that the Greenbushes Catchment Area should be abolished under the Country Areas Water Supply Act 1947.</p> <p>September 2019 DWER is currently conducting stakeholder consultation on the abolition of the Greenbushes Catchment Area under the Country Areas Water Supply Act 1947 on the basis that water quality issues with this source means that it is no longer used by the Water Corporation to supply public drinking water. The DWER recommendation is that the catchment should now be abolished to enable increased recreation, tourism and customary activities.</p> <p>October 2019 The process to transfer the land from State Forest is progressing.</p> <p>March 2020 The Shire President and CEO had a meeting with the Minister for Environment about growth strategy projects and took the opportunity to ask for an update on transfer of the former Water Corporation dams to the Shire. A response was subsequently received from the Minister advising that DBCA is supportive in-principle of the Shire's request to use the dams for recreation but a number of issues need to be addressed with both the Shire and Water Corporation. A meeting of all parties is to be requested to expedite the matter.</p> <p>May 2020 A meeting of relevant agencies is required but hasn't been able to be arranged due to COVID-19. With the current easing of restrictions a meeting is to be scheduled.</p> <p>July 2020 A meeting with DBCA is being arranged for August.</p>		
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			<p>August 2020 A meeting was held with DBCA to discuss a number of matters including the dumping gully precinct. This led to an understanding that a meeting with all parties (Shire, DBCA and Water Corporation) needs to be held and this is currently being arranged.</p> <p>September 2020 A request has been submitted to DBCA for a meeting to be held between Shire, DBCA and Water Corporation to identify issues to enable this proposal to be progressed.</p>	
C.05/1216 Greenbushes Townsite Carpark	<p>That Council:</p> <ol style="list-style-type: none"> 1. Adopts in principle the proposed Greenbushes Town Centre Carpark and Access Concept Plan. 2. Authorises the CEO to progress discussion with the landholders to acquire private property adjacent to the laneway at the rear of the shopping area on the corner of Blackwood Road and Stanifer Streets in Greenbushes for the purposes of creating a formalised car parking area. 3. Requests the CEO to finalise the plan to include appropriate drainage, road access and parking and traffic ways. 4. Requests the CEO to identify suitable funding opportunities for the project. 	T Clynch	<p>Letters sent to affected property owners in order to commence consultation on possible ceding of private land for the project (March 2017).</p> <p>Cr Scallan provided an update to the February 2018 Standing Committee meeting advising:</p> <ul style="list-style-type: none"> • Consultation still in progress • Owner now supportive of concept • Commercial discussions to commence • Once agreement in place discussions will be had with other landowners • Detailed design work now progressing in parallel <p>The CEO meet with Grow Greenbushes representatives on 31 May 2018 to discuss pathway for acquiring land and investigating grant opportunities (June 2018).</p> <p>An updated concept plan has been received and is being assessed (July 2018).</p> <p>Letters have been sent to land owners</p>	<p>December 2020 A meeting was recently held with Talison Lithium to discuss potential acquisition of the land as a contribution to the project. A decision on this is due to occur on 2.12.20</p>

		<p>requesting written agreement to the proposals for land acquisition (September 2018).</p> <p>Responses have been received from 2 of the 3 land owners with the other advising that a response will be provided by early to mid November (October 2018).</p> <p>November 2018 Two grant applications have been submitted for this project and will be determined by March 2018.</p> <p>January 2019 Revised offers for land acquisition are to be sent to the property owners.</p> <p>February 2019 Awaiting confirmation from Talison about funding commitment to the land acquisition component of the project before sending updated offers to affected land owners.</p> <p>March 2019 Grant application was unsuccessful.</p> <p>April 2019 Updated land acquisition offers have been sent to affected property owners.</p> <p>May 2019 This is one of the projects identified for inclusion in Council's infrastructure plan prepared for the purpose of assessing and leveraging the expected population increase associated with the Talison Expansion Project.</p> <p>August 2019 Car park design is being amended to reflect decision of one of the land owners not to accept offer to purchase land.</p> <p>September 2019 Discussions have been held with Talison on the proposed revised design of the car park,</p>		
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			<p>excluding the land unable to be purchased. A final plan and cost estimates are expected by the end of September.</p> <p>October 2019 Talison has made some variations to the carpark design and intends to consult with the Greenbushes community on those changes. The updated plan is to be presented to the November Concept Forum.</p> <p>November 2019 Discussions being held with Talison Lithium P/L on final negotiations with affected property owners and process to follow for acquisition of the subject land.</p> <p>February 2020 Meeting held with Talison Lithium to discuss project. Board approval to meet land acquisition costs is currently being obtained. Talison Lithium is also reviewing construction cost estimates.</p> <p>March 2020 Updated land acquisition costs provided to Talison to enable its Board to consider funding allocation to the project.</p> <p>June 2020 Land acquisition is to be funded by Talison as part of the Greenbushes CBD Parking & Safety Enhancement Project in the Growth Strategy. Advice was received from Talison in June that due to economic factors the funding of the land acquisition had to be deferred until 2021/22.</p>		
C.03/0217 Potential Outsourcing of Selected Park Maintenance Functions	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	T Clynh	Compilation of existing maintenance functions and associated resources currently occurring which is required for report to Council. Report being prepared for June meeting. Further reporting is to occur by the end of the year.	December 2020 No progress since last update	

	<p>but not limited to Memorial Park, Blackwood River Park, Geegelup Park and Thompson Park.</p>		<p>Council workshop to occur in February.</p> <p>Workshop held on 22.2.18 with the directions from that workshop to be used to refine the service levels before formal presentation back to Council (March 2018)</p> <p>Investigation into processes and specifications for calling tenders for selected outsourcing is currently occurring (July 2018).</p> <p>November 2018 A tender document for mowing of passive open spaces is currently being prepared.</p> <p>December 2018 The completion of the tender document has been deferred until completion of the organisational restructure and new workforce plan. Discussion on this occurred at the Council workshop held on 10.12.18.</p> <p>February 2019 With completion of the Workforce Plan preparation of the park mowing tender is to be progressed.</p> <p>June 2019 Discussion on parks and gardens service levels occurred at the June concept forum and the intent is to revisit those service levels commencing with a councillor/staff workshop to be scheduled in September/October. In the meantime the proposal to investigate outsourcing of mowing services will be deferred.</p> <p>August 2019 Taking into account restrictions imposed on council under its 'Election Caretaker Period' Policy the proposed workshop on parks and gardens service levels will be scheduled for</p>		
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		<p>November.</p> <p>October 2019 A scope for the proposed workshop has been developed and will be presented to the November Concept Forum as well as an update on “service level” modelling being done by the south west integrated planning network (of which the Shire is a member).</p> <p>November 2019 Discussion occurred at November Concept Forum with workshop scheduled for approximately February 2020.</p> <p>December 2019 Update Discussion occurred at November Concept Forum. Council workshop to be held in February 2020.</p> <p>March 2020 Due to other urgent matters arising the scheduling of the workshop in March didn't occur. A date in April is to be sought.</p> <p>June 2020 At the June 2020 Concept Forum staff and councillors workshopped the hierarchical classifications and the setting of hierarchies for each park and reserve. This information feeds into the next workshop planned for the August Concept Forum which will be for the identification of specific service levels for each hierarchy.</p> <p>September 2020 A second workshop was held with councillors at the September Concept Forum.</p> <p>October 2020 A workshop session was held at the September Concept Forum. Councillors expressed support for the Levels of Service noting that it is a live document. The next step is for Shire staff to plan, implement and</p>		
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			<p>control technical service levels to influence the community service levels including the allocation of resources to service activities that the organisation undertakes to best achieve the desired service levels in this document and any other essential activities. These will be linked to the asset management plan and the annual budgets covering operations and maintenance. Assessment of costs and risks within resources available in the long-term financial plan may result in trade-off of service levels performance and/or an improvement plan to achieve a sustainable position. The financial implications will be discussed in the next 6 months.</p>		
C.05/0217 Registration as a "Waterwise Council"	That Council endorse the recommendation from its Sustainability Advisory Committee and direct the CEO to submit a request to the Water Corporation for commencement of the process to becoming a "Waterwise Council".	T Clynh	<p>Request has been submitted (April 2017).</p> <p>Process for preparation and signing of a Memorandum of Understanding has commenced (August 2017)</p> <p>A reminder has been sent to Water Corporation requesting an update on the status of Council's registration (July 2018).</p> <p>Water Corporation has requested the Shire prepare a Waterwise Council Action Plan and this is to be progressed through the Sustainability Advisory Committee (September 2018).</p> <p>August 2019 The CEO met with the responsible Water Corporation officer at the recent Local Government Convention in Perth and arrangements are to be made for the Shire's registration to be progressed.</p>	<p>December 2020 A Waterwise Action Plan was endorsed by Council last month.</p>	√

			<p>February 2020 The CEO will refer development of key components of the Action Plan to SAC Committee for discussion.</p> <p>March 2020 A request has been submitted to Water Corporation for updated community and council water use reports so we can make a start on reviewing our water consumption. The intention is to develop a Waterwise Action Plan with the assistance of the Sustainability Advisory Committee.</p> <p>August 2020 With the commencement of the new Waste & Environmental Officer the development of a waterwise action plan will progress.</p> <p>September 2020 Further statistical information on Shire water use has been provided by Water Corporation and preparation of a draft Action Plan is scheduled to commence next week.</p>		
C.08/0917 Preparation of Shire of Bridgetown-Greenbushes Local Planning Strategy and Local Planning Scheme No 6	<p>That Council:</p> <ol style="list-style-type: none"> Notes that the draft Local Planning Strategy adopted by Council in November 2012 has not been endorsed by the Western Australian Planning Commission for the purpose of advertising and will not be further progressed. Notes the appointment of Lush Fire & Planning to prepare a Bushfire Hazard Level Assessment to guide preparation of a new Local Planning Strategy and Local Planning Scheme for the Shire of Bridgetown-Greenbushes. Pursuant to regulation 11 of the Planning and Development (Local Planning Schemes) Regulations 2015, directs the Chief Executive Officer to prepare a new Local Planning 	S Donaldson	<ol style="list-style-type: none"> Noted. Noted. Preliminary investigations completed. Preliminary draft report received February 2018 for staff review. Meeting scheduled with Department of Planning, Lands and Heritage for 8 March 2018 for preliminary advice. Follow up meeting with DPLH staff on 27 March 2018, working with consultant on modifications. Draft report to be presented to Council in July 2018 (April 2018). Contact has since been made with a planning consultant to assist in completion of the Local Planning Strategy (June 2018). Consultant has been engaged (July 2018). Meeting held with DPLH staff on 4 	<p>December 2020 No progress since last update</p>	

	<p>Strategy for all land within the Shire of Bridgetown-Greenbushes municipality, as per the Scheme Map Area marked in Attachment 9.</p> <p>4. Pursuant to section 72 of the Planning and Development Act 2005 and regulation 19 of the Planning and Development (Local Planning Schemes) Regulations 2015, directs the Chief Executive Officer to prepare a new Local Planning Scheme No. 6, for all land within the Shire of Bridgetown-Greenbushes municipality, as per the Scheme Map Area in Attachment 9, and upon gazettal will revoke Town Planning Scheme No. 3 and Town Planning Scheme No. 4.</p> <p>5. Pursuant to section 72 of the Planning and Development Act 2005 and regulation 20 of the Planning and Development (Local Planning Schemes) Regulations 2015, directs the Chief Executive Officer to forward to the Western Australian Planning Commission:</p> <p>a) A copy of Council's resolution deciding to prepare a new Local Planning Strategy and Local Planning Scheme No. 6 for the Shire of Bridgetown-Greenbushes; and</p> <p>b) A map marked Scheme Map Area signed by the Chief Executive Officer, on which is delineated the area of land proposed to be included in the Local Planning Strategy and Local Planning Scheme No. 6 for the Shire of Bridgetown-Greenbushes.</p> <p>6. Subject to receiving notification from the Western Australian Planning Commission pursuant to regulation 20 of the Planning and</p>		<p>September 2018 (September 2018).</p> <p>3. Noted.</p> <p>4. Noted.</p> <p>5. Correspondence sent to WAPC on 26 October 2017. Response received.</p> <p>6. Noted. To be actioned.</p> <p>November 2018 Liaison with Shire's planning consultant and DPLH staff continuing.</p> <p>December 2018 Sections of draft LPS prepared by planning consultant currently being reviewed by Shire staff.</p> <p>January 2019 Final draft Bushfire Hazard Level Assessment received for Shire staff review. Further consultation with planning consultant undertaken in December 2018. Shire staff working through detailed zoning and lot analysis for all townsites and investigation areas.</p> <p>February 2019 Zoning and Precinct Analysis completed and forwarded to planning consultant for consideration. See C.14/0310 above in relation to Bushfire Hazard Level Assessment.</p> <p>March 2019 Meeting scheduled with DPLH staff, SWDC staff and planning consultant. See C.14/0310 above in relation to Bushfire Hazard Level Assessment.</p> <p>April 2019 Meeting held with DPLH and SWDC staff in</p>		
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	<p>Development (Local Planning Schemes) Regulations 2015, directs the Chief Executive Officer to:</p> <p>a) publish a notice within a newspaper circulating in the Shire district of the passing of the resolution deciding to prepare a Local Planning Strategy and Local Planning Scheme No. 6 for the Shire of Bridgetown-Greenbushes.</p> <p>b) forward a copy of the notice to and seeking a memorandum in writing setting out any recommendations in respect of the resolution to:</p> <p>(i) the local government of each district that adjoins the local government district;</p> <p>(ii) each licensee under the Water Services Act 2012 likely to be affected by the scheme;</p> <p>(iii) the Chief Executive Officer of the Department of Biodiversity, Conservation and Attractions assisting in the administration of the Conservation and Land Management Act 1984; and</p> <p>(iv) each public authority likely to be affected by the scheme, including the Department of Water and Environment Regulation pursuant to section 81 of the Planning and Development Act 2005.</p>		<p>March 2019. Planning Consultant working on Planning Precinct Analysis. See C.14/0310 above in relation to Bushfire Hazard Level Assessment.</p> <p>May 2019 Liaison with DPLH staff, planning consultant and bushfire consultant continuing.</p> <p>June 2019 Further liaison with planning consultant continuing.</p> <p>July 2019 Further liaison with planning consultant and DPLH continuing.</p> <p>August 2019 Further liaison with planning consultant required.</p> <p>September 2019 Preliminary draft Local Planning Strategy referred to DPLH for feedback.</p> <p>October 2019 Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p>November 2019 Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p>December 2019 Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p>January 2020 Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p>February 2020 Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p>March 2020</p>		
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			<p>Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p>April 2020 Pending DPLH feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.</p> <p>May 2020 Contact made with DPLH for pending feedback on draft Local Planning Strategy and draft Bushfire Hazard Level Assessment.. Meeting to be held as soon as possible. Feedback</p> <p>June 2020 Preliminary feedback from DPLH received on draft Local Planning Strategy. Meeting with DPLH scheduled for 26 June 2020 to discuss draft Bushfire Hazard Level Assessment and draft Local Planning Strategy.</p> <p>July 2020 Meeting with DPLH held on 26 June 2020 to discuss draft Bushfire Hazard Level Assessment and draft Local Planning Strategy. Follow up meeting with DPLH scheduled for 27 July 2020 to discuss draft Local Planning Strategy, with further work continuing.</p> <p>August 2020 Councillor Briefing held 23 July 2020 on findings of the BHL and bushfire framework review update. Final BHL to be presented to Council in August 2020 for adoption. Work on draft Local Planning Strategy continuing.</p> <p>September 2020 Bushfire Hazard Level Assessment adopted by Council 27 August 2020. Local Planning Strategy progressing.</p>		
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<p>C.06/0418 Proposed Road Closure for Amalgamation – Adjoining Roe Street, Bridgetown</p>	<p>That Council, in relation to the proposed closure for amalgamation of the road adjoining Roe Street, Bridgetown, as per Attachment 8:</p> <ol style="list-style-type: none"> 1. Notes the public submissions received, as per Attachment 10, and the Shire staff responses in the Schedule of Submissions, as per Attachment 11. 2. Pursuant to s.58 of the Land Administration Act 1997 supports the proposed closure of unmade and unnamed road adjoining Roe Street, Bridgetown, between Lot 3 (99) and Lot 4 (101) Roe Street, Bridgetown, for amalgamation with adjoining land. 3. Directs the Chief Executive Officer to forward relevant information to the Department of Planning, Lands and Heritage seeking approval from the Minister for Lands in relation to Point 2. 	<p>S Donaldson</p>	<ol style="list-style-type: none"> 1. Noted. 2. Noted. 3. Referred to DPLH on 2 May 2018, response pending. <p>November 2018 A list of all outstanding actions referred to the Department Planning, Lands and Heritage (as listed in this Rolling Action Sheet) is to be compiled and a meeting requested with relevant staff of that department in order to progress them to conclusion.</p> <p>December 2018 No progress since November update.</p> <p>January 2019 Decision of DPLH pending on proposed road closure. Overall audit of outstanding matters not progressed.</p> <p>March 2019 Decision of DPLH pending on proposed road closure. Overall audit of outstanding matters commenced and liaison continuing with DPLH staff.</p> <p>May 2019 DPLH response still pending.</p> <p>June 2019 Response from DPLH still pending.</p> <p>July 2019 Response from DPLH still pending.</p> <p>August 2019</p>	<p>December 2020 No progress since last update</p>
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			<p>Response from DPLH still pending. September 2019 Liaison continuing with DPLH regarding land distribution. October 2019 Liaison continuing with DPLH regarding land distribution. November 2019 Pending final response from DPLH. November 2019 Pending final response from DPLH. January 2020 DPLH response still pending. Contact made January 2020. February 2020 DPLH response still pending. March 2020 DPLH response still pending. April 2020 DPLH response still pending. May 2020 DPLH response still pending. June 2020 DPLH response still pending. July 2020 DPLH response still pending. August 2020 DPLH response still pending. September 2020 DPLH response still pending. October 2020 DPLH response still pending.</p>		
C.08/0718 Licence to Occupy – Greenbushes Railway Station	<p>That Council:</p> <ol style="list-style-type: none"> Writes to Arc Infrastructure advising the Greenbushes Discovery Centre Incorporated has expressed a long- term goal to relocate the Greenbushes Railway Station Building to the Greenbushes Discovery Centre, 38 Blackwood Road, Greenbushes as an extension to that 	T Clynych	<p>Correspondence has been forwarded to Arc Infrastructure (September 2018)</p> <p>November 2018 A response to the Shire’s correspondence is yet to be received. May 2019 A meeting is currently being sought with Arc</p>	December 2020 No progress since last update	

	<p>facility.</p> <ol style="list-style-type: none"> 2. Inform Arc Infrastructure that the Shire of Bridgetown Greenbushes and Greenbushes Discovery Centre have received letters from the Public Transport Authority giving permission for the relocation of the building when finances/grant funding opportunities enable this to occur. 3. Enquire whether a Licence to Occupy the land and buildings would be necessary given the agreement with the PTA for community end-use for the building. 4. Assist the Greenbushes Discovery Centre finalise the business plan for consideration by all parties, including potential funding partners. 		<p>Infrastructure to progress this and other rail related issues.</p> <p>June 2019 At a meeting with Arc Infrastructure held on 17 June this matter was discussed. The Public Transport Authority (PTA) has granted its approval to the proposed removal of the railway station from its current site and Arc Infrastructure will now prepare an agreement for amendment of its licence with PTA.</p> <p>March 2020 No progress since last update. Note this project is not a 'Shire' project but a 'Grow Greenbushes' project so Shire involvement is minimal.</p> <p>July 2020 Council has earmarked the funding of this project in 2020/21 via grant opportunities. A business case is currently being developed with the majority of information being provided by Grow Greenbushes.</p>	
<p>C.04/0519 Development of Plans for Upgrade of Bridgetown CBD Parking and Geegelup Brook Beautification</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Amend its 2018/19 budget to include \$25,000 unbudgeted expenditure for the purpose of funding the preparation of detailed design plans for improvements to the Bridgetown CBD parking behind the shops on the western side of Hampton Street and the beautification of the adjacent Geegelup Brook. 2. Seek the input of its Sustainability Advisory Committee in identifying the key elements in the Geegelup Brook Beautification Project, including channel widening, public access and revegetation. 	<p>T Clynych</p>	<p>June 2019 Consulting engineer still to be engaged.</p> <p>August 2019 The resolution from Council's May 2019 meeting required the CEO to seek the input of the Sustainability Advisory Committee in identifying the key elements in the Geegelup Brook Beautification Project, including channel widening, public access and revegetation. Discussion on this matter is scheduled to occur at the SAC meeting to be held on 21.8.19.</p> <p>September 2019 The CEO did discuss the scope of the project with members of the Sustainability Advisory Committee and obtained useful</p>	<p>October 2020 No progress since last update.</p>

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

	<p>3. Determines to finalize the management model of the Visitor Centre prior to further investigations into potential location changes to the delivery of services.</p>	<p>scheduled for 5.30pm on Wednesday 28 August at Scott's.</p> <p>September 2019 Consultation event held on 28 August 2019 in partnership with the BGBTA. Business/tourism industry survey prepared to be opened 16 September and conclude 31 October.</p> <p>October 2019 Online survey remains open until 31 October 2019. Responses to be assessed and report to Council November 2019.</p> <p>November 2019 Consultation event completed. Survey of industry (business/tourism operators) completed and findings presented at November Concept Forum. Formal approaches to Bridgetown CRC and Blackwood Creatives Inc to be completed by 30 November. Preparation of business case to outsource service provision of visitor information services (in current location) to commence.</p> <p>December 2019 Investigations into suitable consultants to assist with preparation of business case have commenced. No response from either stakeholder to correspondence issued in November received to date.</p> <p>January 2020 Response from Bridgetown CRC has been received indicating interest in exploring the management model and opportunities to outsource service delivery of the Visitor Centre received. CEO and EMCS to meet with CRC Board on 11 February 2020.</p> <p>February 2020 CEO and EMCS met with Bridgetown CRC to discuss relevant issues. Meeting with BGBTA to be scheduled.</p>		
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		<p>March 2020 Bridgetown CRC board have submitted an overview as to how this organization could foresee the delivery of visitor information services within their auspice. BGBTA have not yet responded to an invitation to meet. A follow up letter will be issued inviting them to progress their interest via submission of an overview as to how it sees the delivery of visitor information services within their auspice. Depending on the response to this request, the business case development aspect of the review can begin with either or both overviews as the starting point (via appointed consultant to work with either or both groups).</p> <p>April 2020 A follow up letter was issued to BGBTA. EMCS advised verbally on 22 April BBTA are considering the preparation of a framework of how/what services they see aligning with their operations. Anticipate this will be received in May.</p> <p>May 2020 Update provided to the May Concept Forum where it was noted that the business case will be based on 2 options, one being the Bridgetown CRC managing the visitor centre and jigsaw gallery and the other option being the Bridgetown CRC managing the visitor centre and the BGBTA managing the jigsaw gallery.</p> <p>July 2020 CEO and EMCS met with a suitable consultant on 22 July 2020. Priority for business case development is the 3 Growth Strategy projects identified by SWDC as 'shovel ready' (due by 30 August). Once these are completed Visitor Centre business cases can commence (in consultation with</p>		
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			<p>key stakeholders).</p> <p>September 2020 Focus remains on finalizing the 5 growth strategy projects with 3 draft business cases completed to date.</p> <p>October 2020 Due to workload identified consultant is not able to progress the VC business cases. Investigation of other consultants currently underway.</p>		
C.07/1119 Proposal to Remove Two Parking Bays in Steere Street	<p>That Council:</p> <ol style="list-style-type: none"> 1. Defer any consideration for removal of car parking bays in Steere Street pending investigations into possible redesign of the Civic Centre car park and conversion of Stewart Street into a one way thoroughfare. 2. Request the CEO to investigate and report back on the possibility and practicalities of changing Stewart Street to a one way street, including an assessment of whether the Hampton Street end of the street can be retained as two way access. 3. Request the CEO to investigate and report back on redesigning the Civic Centre car park including the possibility of making each entrance to the car park one-way only. 	T Clynh	<p>March 2020 No progress since last update</p> <p>April 2020 Work has commenced on preparing plans for possible redesign of car park as well as investigations into Stewart Street design and traffic flow.</p> <p>May 2020 Plans completed and will be presented to June Concept Forum.</p> <p>June 2020 Awaiting feedback from MRWA before tabling plans at Concept Forum.</p> <p>July 2020 A report will be presented to the August Concept Forum</p> <p>August 2020 Revised plans were presented to the August Concept Forum for discussion and will shortly be subject to a community consultation exercise.</p> <p>September 2020 Community consultation to commence shortly.</p>	December 2020 Community consultation process currently occurring.	
C.03/0320 Request for Pathway connecting Highland Estate to Town Centre	<p>That Council:</p> <ol style="list-style-type: none"> 1. Receive the correspondence noting the request by residents of Highland Estate for construction of a pathway for pedestrian and cycling between the Estate and town centre. 	T Clynh	<p>April 2020 Response has been sent to proponent of the petition.</p> <p>September 2020 No progress since last update. This proposal will be raised for consideration by</p>	December 2020 No progress since last update	

	<p>2. Request the CEO to investigate the potential alignment of a pathway connecting Highland Estate to the existing Nelson Street pathway. The results of this investigation, including cost estimates and potential funding sources, is to be presented back to Council for the 2020/21 review of the 10 Year Strategic Works Program.</p>		<p>councillors at next review of 10 year strategic works plan. October 2020 At the October Concept Forum there was discussion about the parameters guiding the next review of the 10 Year Strategic Works Program. Included in this discussion was the question of whether councillors wished to consider allocating more funding for construction of dual use paths and the feedback provided was that no changes to current funding parameters was supported. Nevertheless the possible scheduling of planning and/or construction of a pathway to Highland Estate will be included for discussion at the next review of the 10 Year Strategic Works Program</p>		
<p>C.04/0320 Order to Take Measures to Prevent Straying Stock</p>	<p>1. That Council withdraw the order placed on the owner of the property at RSN 298 Connell Road, Catterick requiring the owner to make necessary arrangements to ensure that stock is contained within that property and to remove any existing cattle grids within the road reserve of Connell Road.</p> <p>2. That the CEO report back to Council on the need for determining a position or policy on the use of cattle grids on public roads.</p>	<p>T Clynych</p>	<p>April 2020 Order has been withdrawn.</p> <p>Work yet to be commenced on cattle grids position/policy. August 2020 An audit of gates and cattle grids within road reserves is currently being undertaken in order to inform preparation of a draft policy</p>	<p>December 2020 No progress since last update</p>	
<p>C.05/0320 Statement of Local Environmental Risks and their Mitigation</p>	<p>That Council:</p> <p>1. Receive the 'Statement of Local Environmental Risks and their Mitigation' prepared by Sustainability Advisory Committee.</p> <p>2. Consider in the upcoming review of the Corporate Business Plan the bringing forward the preparation of a climate change strategy to 2020/21.</p>	<p>T Clynych</p>	<p>April 2020 Work on scope yet to commence. June 2020 At the June Concept Forum discussion occurred on a recent initiative put forward at a meeting of the Warren Blackwood Alliance of Councils which proposes the member local governments joining together to prepare a sub-regional climate change strategy. Further investigations into this initiative will occur in early 2020/21 and if a</p>	<p>December 2020 Refer agenda item regarding establishment of a sub-regional group.</p>	

	<p>3. Direct the CEO to prepare a scope for preparation of a climate change strategy and present back to Council by July 2020.</p>		<p>sub-regional approach is agreed the preparation of a local climate change strategy would be deferred until after the sub-regional strategy is completed.</p> <p>July 2020 The CEO attended the SAC meeting of 15 July to discuss the sub-regional climate change strategy proposal. Further discussion with other local governments is to occur at next Warren Blackwood Alliance of Councils meeting on 4 August</p> <p>August 2020 Some preliminary discussion about a possible sub-regional climate change strategy occurred at a meeting of the Warren Blackwood Alliance of Councils held on 4 August 2020. Some of the other councils were yet to form a position on the proposal so discussion was deferred until the next meeting to be held in November.</p>		
C.14/0520 Proposed Reserve Rationalisation	<p>That Council noting that no public submissions were received, and pursuant to Section 51, 56 and 58 of the Land Administration Act 1997, supports the proposed change in purpose from Public Recreation to Public Purpose and rationalisation of Reserve 48886, Lot 1 Balmoral Drive, Bridgetown, facilitated through partial road widening and closure of Balmoral Drive, as shown on Attachment 13, and directs the Chief Executive Officer to seek approval from the Minister for Lands.</p>	S Donaldson	<p>June 2020 Written request forwarded to DLPH for Minister's approval.</p> <p>July 2020 DPLH acknowledgement received 7 July 2020. Pending formal response.</p> <p>August 2020 DPLH acknowledgement received 7 July 2020. Pending formal response.</p> <p>September 2020 DPLH acknowledgement received 7 July 2020. Pending formal response.</p>	December 2020 No progress since last update	
C.05/0620 Review of Local Laws	<p>That Council resolves to undertake a review of the following Local Laws in accordance with section 3.16 of the Local Government Act and to give local public notice of its intent to undertake the review:</p> <ul style="list-style-type: none"> • Activities on Thoroughfares and Trading in Thoroughfares & Public Places Local Law; • Bush Fire Brigades Local Law; 	T Clynych	<p>August 2020 Statutory advertising inviting submissions on review of Council Local Laws was published in Manjimup Bridgetown News on 12 August. Notice was also placed on Shire website and a "news" story uploaded on website and Facebook. Closing date for submissions is</p>	December 2020 Submission period closed. A report to Council will be presented in February or March 2021.	

	<ul style="list-style-type: none"> • Cats; • Cemeteries; • Dogs; • Fencing; • Health; • Local Government Property; • Parking & Parking Facilities; • Pest Plants; and • Standing Orders. 		<p>25 September 2020. September 2020 Awaiting conclusion of statutory community consultation period.</p>	
<p>C.14/0620 Bridgetown Railway Station – Detailed Design</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Endorse the detailed designs and costings for the Bridgetown Railway Station – 2020 Update – Conservation and Reuse as Office (Attachment 17). 2. Direct the CEO to commence discussions with the Blackwood Environment Society and Blues at Bridgetown regarding potential relocation from their current offices in the Visitor Centre Building to the (redeveloped) Bridgetown Railway Station. 	E Denniss	<p>August 2020 Business Case currently being developed which will assist in securing outstanding grant funding to enable the project to proceed. Discussions with Blues at Bridgetown and Bridgetown-Greenbushes Community Landcare yet to commence. September 2020 Federal funding secured for 50% of this project value via Drought Funding. Business case being developed along with 4 other growth strategy projects each as an individual business case. Discussions with Blues at Bridgetown and Bridgetown-Greenbushes Community Landcare yet to commence. October 2020 EOI submitted to Lotterywest under COVID-19 funding streams to determine if the project aligned with community connection stream. EOI successful. Invitation to submit a full application seeking \$282,500 funding for this project submitted. Business case completed.</p>	<p>December 2020 Point 1 is completed. Point 2 is pending confirmation of funding (Lotterywest grant application outcome still pending) as this will impact timeline (important for informing discussions as per Point 2).</p>
<p>C.05/0720 Trial of Condom Dispensing Machine</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Notes the feedback from the trial of having free condom vending machines in the library toilets. 2. Approves the installation of coin operated 	T Clynh	<p>August 2020 Awaiting adoption of 2020/21 budget before purchasing vending machines. October 2020 Vending machines have been ordered.</p>	<p>December 2020 Due to supply issues order hasn't been delivered.</p>

	<p>condom dispensing machines in the male and female change rooms at the Bridgetown Leisure Centre.</p> <ol style="list-style-type: none"> 3. Funds the purchase and installation of the vending machines at an approximate cost of \$1,800 with these funds to be included in the 2020/21 budget. 4. Acknowledges that Blackwood Youth Action will be responsible for management of the vending machines, including purchase of stock and receipt of income from sale of the products. 5. Notes that signage (posters) will be displayed in the change rooms explaining the importance of having condom dispensing machines in our community and requesting respect for the initiative. 6. Advises Blackwood Youth Action that in the event of damage occurring to the vending machines it shouldn't be assumed that the Shire will fund replacement machines. 7. Reviews the suitability of the leisure centre as the location for condom vending machines at such time as the proposed Blackwood Youth Action youth facility is developed and operational. 				
<p>C.03/1120 South West Regional Councils Designated Area Migration Agreement (DAMA) Memorandum of Understanding</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Instructs the Chief Executive Officer to execute the South West Regional Councils Designated Area Migration Agreement (DAMA) Memorandum of Understanding as per Attachment A. 2. Approves in-principle the allocation of a maximum \$5,000 in the 2021/22 budget as its contribution towards the DAMA initiative. 	<p>T Clynh</p>		<p>December 2020 Memorandum of Understanding yet to be circulated for endorsement.</p>	

	<p>3. Requests that further consideration be given to a scale of contributions by South West Councils based on population, current ABS job statistics or other appropriate comparative tool.</p>			
<p>C.07/1120 Proposed New Borrowing for Growth Strategy Projects Redevelopment of the Greenbushes and Bridgetown Railway Stations Heritage Project</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Exercise its power to borrow by establishing a new loan in the amount of \$532,000 for a term of twenty (20) years. The purpose of the facility being to assist with funding the Growth Strategy Projects – Redevelopment of the Greenbushes and Bridgetown Railway Stations. 2. Gives one month's local public notice of the proposal. 3. Makes application to the Western Australian Treasury Corporation (WATC) to establish a new Term Fixed Rate Loan with a limit of \$532,000 for a term of twenty (20) years. 4. Following the required local public notice period authorises the CEO to complete all necessary documents required to effect the new loan in accordance with Council's WATC Master Lending Agreement. 5. Amends its 2020/21 Budget to include receipt of new loan funds totalling \$532,000 and a corresponding reduction in 'unconfirmed grant funding' for the identified projects. 6. Notes that a grant funding submission is still pending. Should the grant funding be approved the loan amount and term will be reduced to a lesser amount and a shorter term of ten (10) years. 	<p>M Larkworthy</p>		<p>December 2020 Local Public Notice was given in the Manjimup Bridgetown Times edition of 9.12.20</p>



WARREN BLACKWOOD ALLIANCE OF COUNCILS

CLIMATE CHANGE WORKING GROUP

TERMS OF REFERENCE

Status: Warren Blackwood Alliance of Councils – Sub-Regional Working Group

Purpose: To establish the basis of a Warren Blackwood Alliance of Councils (WBAC) sub-regional climate change policy that includes recommendations for practical and achievable adaptation and mitigation strategies applicable to WBAC and member Local Government Organisations (LGO's).

Members:

Voting Representatives (8)

Shire of Bridgetown-Greenbushes (2 Councillors)

Shire of Donnybrook-Balingup (2 Councillors)

Shire of Manjimup (2 Councillors)

Shire of Nannup (2 Councillors)

Non-voting representatives (4)

One officer from each Local Government.

Observers – Any member of WBAC (including the Executive Officer) may attend any meeting as an observer.

Guests – As determined by the Working Group.

Proxies: Nil for voting members.
Non-voting employee representatives may have proxies to provide flexibility when dealing with specific matters.

Quorum: At least 4 voting working group members.

Chair: To be elected by voting members.

Term of Appointment: 1 January 2021 until 15 October 2021

Meetings: Every second month (additional meetings may be called when required).

Reporting: Direct to the WBAC via the Executive Officer.

Delegated Powers: Nil.

Administration: To be apportioned amongst non-voting members.



WARREN BLACKWOOD ALLIANCE OF COUNCILS

CLIMATE CHANGE WORKING GROUP

TERMS OF REFERENCE

FUNCTIONS OF THE WORKING GROUP

1. To develop a draft regional climate change policy for consideration of the WBAC;
2. To provide recommendations to WBAC on practical and achievable climate change mitigation and adaption strategies for incorporation into strategic plans applicable to the organisation;
3. To provide recommendations to member LGO's on practical and achievable climate change mitigation and adaption strategies applicable to the LGO's for future consideration in strategic planning processes; and
4. Any other function as endorsed by the WBAC.

MEMBERS FROM 1 JANUARY 2021

Voting Members x 8	Councillors
Shire of Bridgetown-Greenbushes	
Shire of Bridgetown-Greenbushes	
Shire of Donnybrook-Balingup	
Shire of Donnybrook-Balingup	
Shire of Manjimup	
Shire of Manjimup	
Shire of Nannup	
Shire of Nannup	
Non-Voting Members	Employee Representatives
Shire of Bridgetown-Greenbushes	
Shire of Donnybrook-Balingup	
Shire of Manjimup	
Shire of Nannup	

SHIRE OF BRIDGETOWN-GREENBUSHES

MONTHLY FINANCIAL REPORT

For the Period Ended 30 November 2020

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 2020

February 2021 (Budget Review)

April 2021

July 2021

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Program)
For the Period Ended 30 November 2020

Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
	\$	\$	\$	\$	%
Operating Revenues					
Governance	369	114	49	(65)	(56.62%)
General Purpose Funding - Rates	4,736,413	4,699,721	4,709,762	10,041	0.21%
General Purpose Funding - Other	933,580	453,458	458,535	5,077	1.12%
Law, Order and Public Safety	1,227,064	176,148	179,112	2,964	1.68%
Health	7,130	40	0	(40)	(100.00%)
Education and Welfare	5,859	221	249	28	12.62%
Housing	24,045	9,925	9,143	(782)	(7.88%)
Community Amenities	1,050,920	975,131	971,020	(4,111)	(0.42%)
Recreation and Culture	3,361,455	108,707	105,522	(3,185)	(2.93%)
Transport	1,950,001	525,161	532,156	6,995	1.33%
Economic Services	153,874	54,991	60,909	5,918	10.76%
Other Property and Services	144,926	75,661	105,047	29,386	38.84%
Total Operating Revenue	13,595,636	7,079,278	7,131,503	52,225	
Operating Expenses					
Governance	(1,157,838)	(446,515)	(442,320)	4,195	0.94%
General Purpose Funding	(123,757)	(43,653)	(46,072)	(2,419)	(5.54%)
Law, Order and Public Safety	(1,201,782)	(491,558)	(461,547)	30,011	6.11%
Health	(163,837)	(63,865)	(27,598)	36,267	56.79%
Education and Welfare	(195,474)	(108,884)	(109,379)	(495)	(0.45%)
Housing	(21,939)	(14,116)	(19,107)	(4,991)	(35.35%)
Community Amenities	(1,839,597)	(712,073)	(729,400)	(17,327)	(2.43%)
Recreation and Culture	(3,166,098)	(1,069,849)	(993,940)	75,909	7.10%
Transport	(4,043,433)	(1,762,170)	(1,707,457)	54,713	3.10%
Economic Services	(808,393)	(341,153)	(335,689)	5,464	1.60%
Other Property and Services	(88,803)	(29,169)	(196,181)	(167,012)	(572.57%)
Total Operating Expenditure	(12,810,951)	(5,083,005)	(5,068,690)	14,315	
Funding Balance Adjustments					
Add back Depreciation	3,752,464	1,658,188	1,642,458	(15,730)	
Adjust (Profit)/Loss on Asset Disposal	7,140	365	11,458	11,093	
Less Grants Recognised in Prior Year	(1,080,648)	(987,598)	(987,598)	0	
Adjust Provisions and Accruals	1,442	0	204	204	
Net Cash from Operations	3,465,083	2,667,228	2,729,335	62,107	
Capital Revenues					
Proceeds from Disposal of Assets	329,760	109,445	109,500	55	0.05%
Total Capital Revenues	329,760	109,445	109,500	55	
Capital Expenses					
Land and Buildings	(2,436,809)	(114,904)	(109,570)	5,334	4.64%
Infrastructure - Roads	(852,780)	(341,793)	(135,511)	206,282	60.35%
Infrastructure - Footpaths	(10,000)	0	0	0	
Infrastructure - Drainage	(40,374)	(5,158)	0	5,158	100.00%
Infrastructure - Parks and Ovals	(13,103)	(13,103)	0	13,103	100.00%
Infrastructure - Bridges	(1,094,582)	0	0	0	
Infrastructure - Other	(1,854,653)	(36,070)	(27,386)	8,684	24.07%
Plant and Equipment	(1,440,595)	(523,240)	(524,153)	(913)	(0.17%)

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Program)
For the Period Ended 30 November 2020

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Capital Expenses (Continued)						
Furniture and Equipment		(37,864)	0	0	0	
Total Capital Expenditure	9	(7,780,760)	(1,034,268)	(796,620)	237,648	
Net Cash from Capital Activities		(7,451,000)	(924,823)	(687,120)	237,703	
Financing						
Proceeds from New Debentures	10	312,500	0	0	0	
Self-Supporting Loan Principal	10	8,976	0	0	0	
Transfer from Reserves	7	2,317,272	1,476,496	1,476,496	0	
Repayment of Debentures	10	(260,734)	0	0	0	
Principal of Lease payments	10	(37,933)	(19,103)	(19,103)	0	
Transfer to Reserves	7	(541,529)	(3,537)	(3,537)	0	
Net Cash from Financing Activities		1,798,552	1,453,857	1,453,857	0	
Net Operations, Capital and Financing		(2,187,365)	3,196,261	3,496,071	299,810	
Opening Funding Surplus(Deficit)	2	2,187,365	2,187,365	2,238,421	51,056	
Closing Funding Surplus(Deficit)	2	0	5,383,626	5,734,493	350,867	

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 30 November 2020

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Operating Revenues						
Rates	11	4,672,388	4,668,813	4,668,965	152	0.00%
Operating Grants, Subsidies and Contributions		2,097,704	774,277	782,446	8,169	1.06%
Grants, Subsidies and Contributions for the Development of Assets		5,047,105	359,001	359,001	0	0.00%
Fees and Charges		1,535,718	1,175,607	1,189,995	14,388	1.22%
Interest Earnings		83,027	32,990	28,112	(4,878)	(14.79%)
Other Revenue		151,594	64,955	102,985	38,030	58.55%
Profit on Disposal of Assets	8	8,100	3,635	0	(3,635)	(100.00%)
Total Operating Revenue		13,595,636	7,079,278	7,131,503	52,225	
Operating Expenses						
Employee Costs		(4,722,949)	(1,756,281)	(1,880,932)	(124,651)	(7.10%)
Materials and Contracts		(3,292,024)	(1,074,746)	(966,721)	108,025	10.05%
Utility Charges		(303,741)	(106,045)	(80,207)	25,838	24.37%
Depreciation on Non-Current Assets		(3,752,464)	(1,658,188)	(1,642,458)	15,730	0.95%
Interest Expenses		(68,819)	(1,715)	(1,652)	63	3.68%
Insurance Expenses		(264,564)	(261,549)	(262,062)	(513)	(0.20%)
Other Expenditure		(391,150)	(220,481)	(223,200)	(2,719)	(1.23%)
Loss on Disposal of Assets	8	(15,240)	(4,000)	(11,458)	(7,458)	(186.44%)
Total Operating Expenditure		(12,810,951)	(5,083,005)	(5,068,690)	14,315	
Funding Balance Adjustments						
Add back Depreciation		3,752,464	1,658,188	1,642,458	(15,730)	
Adjust (Profit)/Loss on Asset Disposal	8	7,140	365	11,458	11,093	
Less Grants Recognised in Prior Year		(1,080,648)	(987,598)	(987,598)	0	
Adjust Provisions and Accruals		1,442	0	204	204	
Net Cash from Operations		3,465,083	2,667,228	2,729,335	62,107	
Capital Revenues						
Proceeds from Disposal of Assets	8	329,760	109,445	109,500	55	0.05%
Total Capital Revenues		329,760	109,445	109,500	55	
Capital Expenses						
Land and Buildings		(2,436,809)	(114,904)	(109,570)	5,334	4.64%
Infrastructure - Roads		(852,780)	(341,793)	(135,511)	206,282	60.35%
Infrastructure - Footpaths		(10,000)	0	0	0	
Infrastructure - Drainage		(40,374)	(5,158)	0	5,158	100.00%
Infrastructure - Parks and Ovals		(13,103)	(13,103)	0	13,103	100.00%
Infrastructure - Bridges		(1,094,582)	0	0	0	
Infrastructure - Other		(1,854,653)	(36,070)	(27,386)	8,684	24.07%
Plant and Equipment		(1,440,595)	(523,240)	(524,153)	(913)	(0.17%)
Furniture and Equipment		(37,864)	0	0	0	
Total Capital Expenditure	9	(7,780,760)	(1,034,268)	(796,620)	237,648	
Net Cash from Capital Activities		(7,451,000)	(924,823)	(687,120)	237,703	

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 November 2020

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Financing						
Proceeds from New Debentures	10	312,500	0	0	0	
Self-Supporting Loan Principal	10	8,976	0	0	0	
Transfer from Reserves	7	2,317,272	1,476,496	1,476,496	0	
Repayment of Debentures	10	(260,734)	0	0	0	
Principal of Lease payments	10	(37,933)	(19,103)	(19,103)	0	
Transfer to Reserves	7	(541,529)	(3,537)	(3,537)	0	
Net Cash from Financing Activities		1,798,552	1,453,857	1,453,857	0	
Net Operations, Capital and Financing		(2,187,365)	3,196,261	3,496,071	299,810	
Opening Funding Surplus(Deficit)	2	2,187,365	2,187,365	2,238,421	51,056	
Closing Funding Surplus(Deficit)	2	0	5,383,626	5,734,493	350,867	

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 30 November 2020

	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	319	114	49	(65)	(56.62%)	
General Purpose Funding - Rates						
Rates	4,736,413	4,699,721	4,709,762	10,041	0.21%	
Other General Purpose Funding	933,580	453,458	458,535	5,077	1.12%	
Law, Order and Public Safety						
Fire Prevention	1,083,007	156,849	158,804	1,955	1.25%	
Animal Control	21,750	15,662	16,216	554	3.54%	
Other Law, Order and Public Safety	122,307	3,637	4,092	455	12.51%	
Health						
Prev Services - Inspection and Admin	7,130	40	0	(40)	(100.00%)	
Education and Welfare						
Other Education	859	221	249	28	12.62%	
Aged and Disabled - Other	5,000	0	0	0		
Housing						
Staff Housing	24,045	9,925	9,143	(782)	(7.88%)	
Community Amenities						
Sanitation - General Refuse	967,106	941,926	941,056	(870)	(0.09%)	
Sanitation - Other	200	0	0	0		
Sewerage	24,500	10,205	6,067	(4,138)	(40.55%)	▼
Urban Stormwater Drainage	11,364	0	0	0		
Town Planning and Regional Develop	31,000	16,035	18,222	2,187	13.64%	▲
Other Community Amenities	16,750	6,965	5,675	(1,290)	(18.52%)	▼
Recreation and Culture						
Public Halls and Civic Centres	443,157	3,339	4,230	891	26.68%	
Other Recreation and Sport	1,848,276	95,960	93,360	(2,600)	(2.71%)	
Libraries	28,850	5,153	4,072	(1,081)	(20.97%)	▼
Heritage	1,032,609	291	495	204	70.15%	
Other Culture	8,563	3,964	3,364	(600)	(15.14%)	
Transport						
Streets and Road Construction	1,768,286	359,001	359,001	0	0.00%	
Streets and Road Maintenance	181,565	166,160	173,090	6,930	4.17%	
Parking Facilities	50	0	65	65		
Traffic Control	100	0	0	0		
Economic Services						
Tourism and Area Promotion	37,953	19,436	21,457	2,021	10.40%	▲
Building Control	39,521	23,220	26,901	3,681	15.85%	▲
Economic Development	40,400	7,265	7,111	(154)	(2.12%)	
Other Economic Services	36,000	5,070	5,440	370	7.29%	
Other Property and Services						
Private Works	64,400	22,116	24,091	1,975	8.93%	▲
Plant Operation Costs	29,000	12,080	9,166	(2,914)	(24.13%)	▼
Salaries and Wages	5,000	5,000	32,311	27,311	546.23%	▲
Corporate Services Department	4,000	4,000	5,538	1,538	38.45%	▲
Admin and Finance Activity Units	100	40	133	93	233.55%	
Planning and Environment Department	0	0	0	0		
Chief Executive Office Department	0	0	0	0		

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Sub Program)
For the Period Ended 30 November 2020

	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Note	\$	\$	\$	\$	%	
Operating Revenues (Continued)						
Community Services Department	1,169	1,169	1,063	(107)	(9.11%)	
Unclassified	41,257	31,256	32,745	1,489	4.76%	
Total Operating Revenue	13,595,636	7,079,278	7,131,503	52,225		
Operating Expenses						
Governance						
Members of Council	(378,286)	(155,988)	(160,100)	(4,112)	(2.64%)	
Other Governance	(779,552)	(290,527)	(282,221)	8,306	2.86%	
General Purpose Funding						
Rates	(122,821)	(43,528)	(45,925)	(2,397)	(5.51%)	▼
Other General Purpose Funding	(936)	(125)	(147)	(22)	(17.91%)	
Law, Order and Public Safety						
Fire Prevention	(1,060,282)	(436,350)	(439,763)	(3,413)	(0.78%)	
Animal Control	(84,193)	(31,550)	(10,414)	21,136	66.99%	▲
Other Law, Order and Public Safety	(57,307)	(23,658)	(11,369)	12,289	51.94%	▲
Health						
Maternal and Infant Health	(6,000)	0	0	0		
Prev Services - Inspection and Admin	(148,438)	(60,533)	(27,016)	33,517	55.37%	▲
Preventative Services - Pest Control	(608)	(150)	0	150	100.00%	
Preventative Services - Other	(8,791)	(3,182)	(582)	2,600	81.72%	▲
Education and Welfare						
Other Education	(25,995)	(11,968)	(12,522)	(554)	(4.63%)	
Care of Families and Children	(57,118)	(25,040)	(25,906)	(866)	(3.46%)	
Aged and Disabled - Other	(75,983)	(43,835)	(44,144)	(309)	(0.71%)	
Other Welfare	(36,378)	(28,041)	(26,806)	1,235	4.40%	
Housing						
Staff Housing	(21,939)	(14,116)	(19,107)	(4,991)	(35.35%)	▼
Community Amenities						
Sanitation - General Refuse	(858,439)	(337,994)	(341,994)	(4,000)	(1.18%)	
Sanitation - Other	(44,753)	(13,735)	(12,529)	1,206	8.78%	
Sewerage	(46,107)	(13,599)	(16,193)	(2,594)	(19.08%)	▼
Urban Stormwater Drainage	(294,102)	(123,128)	(146,166)	(23,038)	(18.71%)	▼
Protection of Environment	(73,743)	(32,472)	(31,924)	548	1.69%	
Town Planning and Regional Develop	(283,925)	(98,555)	(98,581)	(26)	(0.03%)	
Other Community Amenities	(238,528)	(92,590)	(82,012)	10,578	11.42%	▲
Recreation and Culture						
Public Halls and Civic Centres	(136,205)	(61,703)	(53,618)	8,085	13.10%	▲
Swimming Areas and Beaches	(11,503)	(5,094)	(2,180)	2,914	57.21%	▲
Other Recreation and Sport	(2,159,759)	(778,360)	(723,072)	55,288	7.10%	▲
Television and Radio Re-Broadcasting	(4,617)	(2,804)	(2,962)	(158)	(5.63%)	
Libraries	(397,836)	(169,342)	(160,401)	8,941	5.28%	▲
Heritage	(408,340)	(32,353)	(32,584)	(231)	(0.71%)	
Other Culture	(47,838)	(20,193)	(19,124)	1,069	5.29%	▲
Transport						
Streets and Road Maintenance	(3,995,178)	(1,757,330)	(1,706,112)	51,218	2.91%	
Parking Facilities	(43,007)	(3,980)	(475)	3,505	88.07%	▲

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Sub Program)
For the Period Ended 30 November 2020

	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Note	\$	\$	\$	\$	%	
Operating Expenses (Continued)						
	(4,248)	(860)	(870)	(10)	(1.22%)	
	(1,000)	0	0	0		
Economic Services						
	(396,956)	(168,929)	(160,955)	7,974	4.72%	
	(210,965)	(64,995)	(66,814)	(1,819)	(2.80%)	
	(165,734)	(102,669)	(103,740)	(1,071)	(1.04%)	
	(34,738)	(4,560)	(4,179)	381	8.36%	
Other Property and Services						
	(61,818)	(26,159)	(24,530)	1,629	6.23%	▲
	0	3,984	(13,368)	(17,352)	(435.54%)	▼
	0	2,365	1,066	(1,299)	(54.91%)	▼
	0	7,529	(42,406)	(49,935)	(663.24%)	▼
	0	(15,345)	(18,160)	(2,815)	(18.34%)	▼
	0	(28,206)	21,386	49,592	175.82%	▲
	(5,000)	(5,000)	(53,478)	(48,478)	(969.56%)	▼
	(4,000)	1,809	1,350	(459)	(25.36%)	
	0	27,662	(5,439)	(33,101)	(119.66%)	▼
	0	6,433	3,025	(3,408)	(52.97%)	▼
	0	5	5	0		
	0	(5,220)	(39,002)	(33,782)	(647.16%)	▼
	0	5,049	(22,303)	(27,352)	(541.74%)	▼
	(17,985)	(4,075)	(4,328)	(253)	(6.21%)	
	(12,810,951)	(5,083,005)	(5,068,690)	14,315		
Funding Balance Adjustments						
	3,752,464	1,658,188	1,642,458	(15,730)		
8	7,140	365	11,458	11,093		
	(1,080,648)	(987,598)	(987,598)	0		
	1,442	0	204	204		
	3,465,083	2,667,228	2,729,335	62,107		
Capital Revenues						
8						
Proceeds from Disposal of Assets						
Governance						
	13,000	0	0	0		
Law, Order & Public Safety						
	4,810	0	0	0		
	30,000	0	0	0		
Community Amenities						
	5,000	0	0	0		
Recreation & Culture						
	2,500	0	0	0		
Transport						
	261,450	109,445	109,500	55	0.05%	
Economic Services						
	13,000	0	0	0		
	329,760	109,445	109,500	55		

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Sub Program)
For the Period Ended 30 November 2020

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Capital Expenses							
Governance							
Other Governance		(253,200)	(15,425)	(21,909)	(6,484)	(42.04%)	▼
Law, Order and Public Safety							
Fire Prevention		(596,800)	(3,600)	(3,600)	0	0.00%	
Other Law, Order and Public Safety		(125,244)	0	0	0		
Housing							
Staff Housing		(15,000)	(15,000)	(14,683)	317	2.11%	
Community Amenities							
Sanitation - General Refuse		(50,000)	0	0	0		
Urban Stormwater Drainage		(40,374)	(5,158)	0	5,158	100.00%	▲
Other Community Amenities		(6,500)	0	0	0		
Recreation and Culture							
Public Halls and Civic Centres		(687,226)	(7,888)	(6,948)	940	11.91%	
Other Recreation and Sport		(1,990,726)	(44,373)	(13,337)	31,036	69.94%	▲
Libraries		(6,000)	(5,000)	(5,000)	0	0.00%	
Heritage		(722,000)	0	0	0		
Transport							
Streets and Road Construction		(1,974,623)	(347,834)	(139,228)	208,606	59.97%	▲
Road Plant Purchases		(1,177,590)	(511,090)	(511,894)	(804)	(0.16%)	
Parking Facilities		0	0	0	0		
Economic Services							
Tourism and Area Promotion		(47,686)	(25,000)	(25,278)	(278)	(1.11%)	
Other Property and Services							
Unclassified		(87,791)	(53,900)	(54,742)	(842)	(1.56%)	
Total Capital Expenditure	9	(7,780,760)	(1,034,268)	(796,620)	237,648		
Net Cash from Capital Activities		(7,451,000)	(924,823)	(687,120)	237,703		
Financing							
Proceeds from New Debentures	10	312,500	0	0	0		
Self-Supporting Loan Principal	10	8,976	0	0	0		
Transfer from Reserves	7	2,317,272	1,476,496	1,476,496	0		
Repayment of Debentures	10	(260,734)	0	0	0		
Principal of Lease payments	10	(37,933)	(19,103)	(19,103)	0		
Transfer to Reserves	7	(541,529)	(3,537)	(3,537)	0		
Net Cash from Financing Activities		1,798,552	1,453,857	1,453,857	0		
Net Operations, Capital and Financing		(2,187,365)	3,196,261	3,496,071	299,810		
Opening Funding Surplus(Deficit)	2	2,187,365	2,187,365	2,238,421	51,056		
Closing Funding Surplus(Deficit)	2	0	5,383,626	5,734,492.66	350,867		

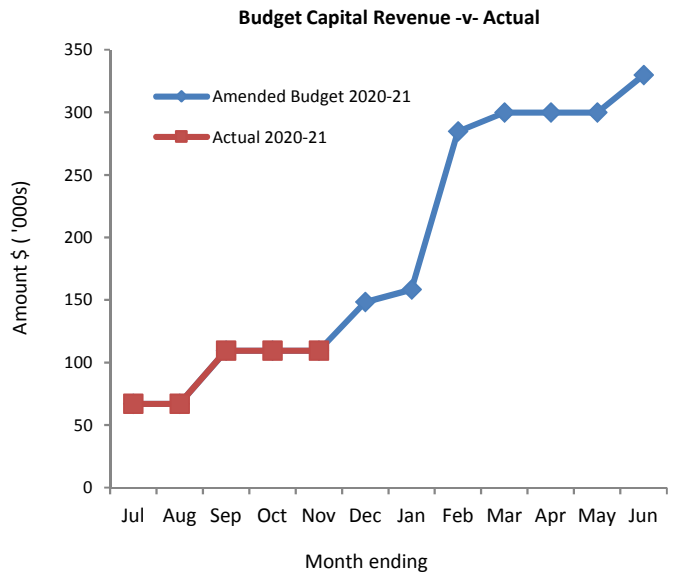
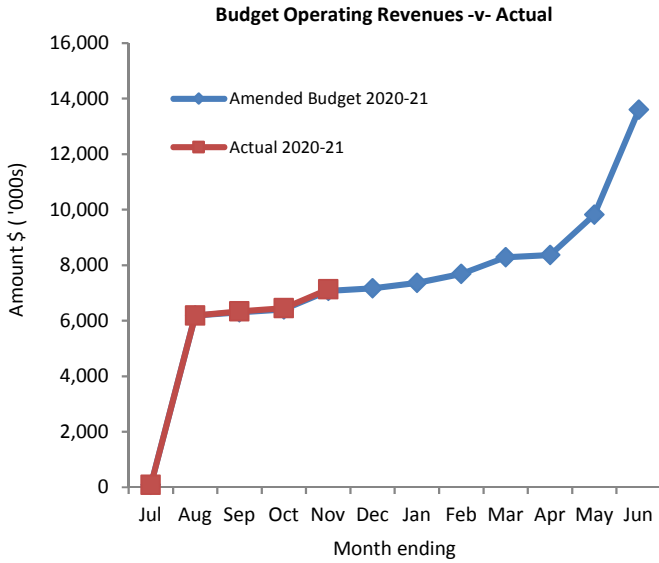
▼Deficit ▲Surplus - Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 3 for an explanation of the reasons for the variance.

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

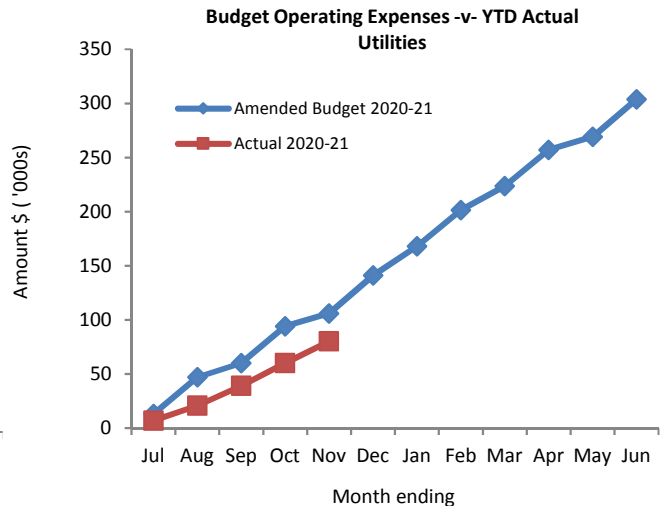
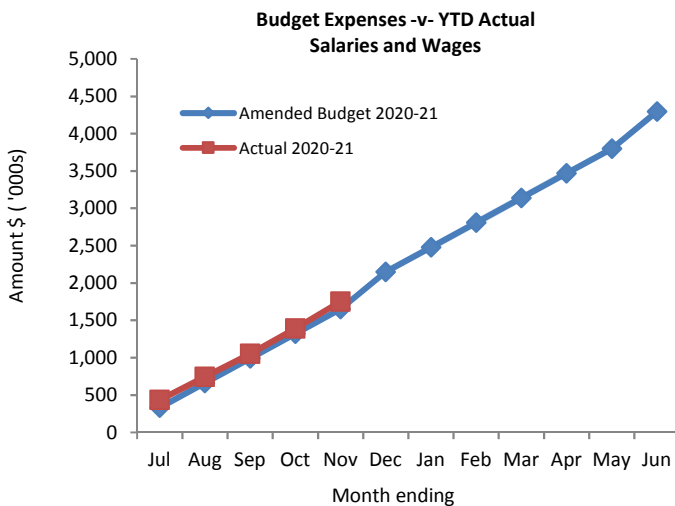
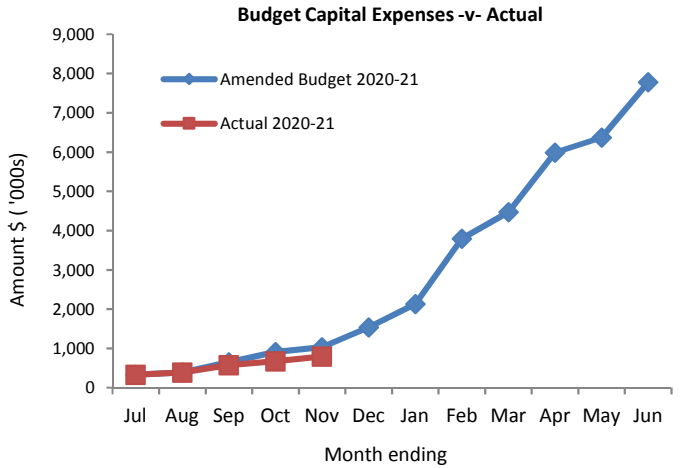
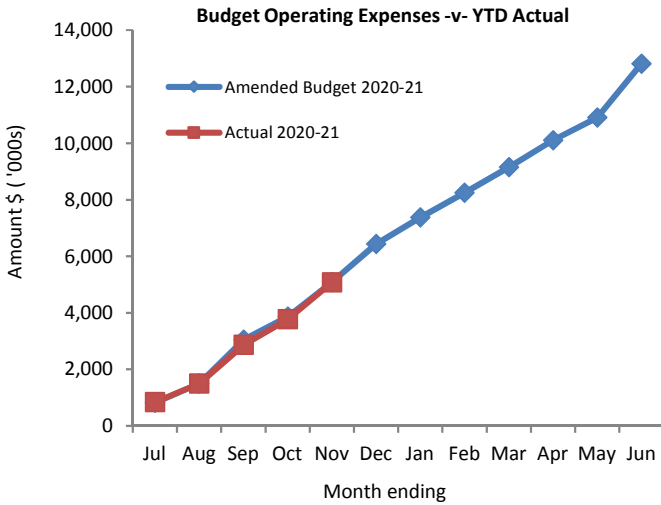
SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 1: GRAPHICAL REPRESENTATION - Source Statement of Financial Activity

Revenues



Expenditure

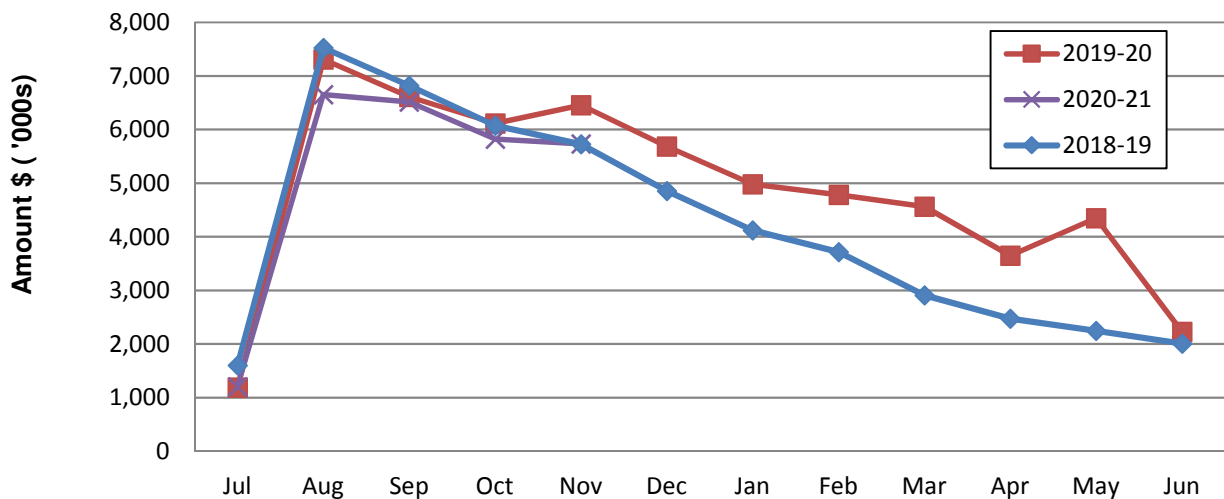


SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 2: NET CURRENT FUNDING POSITION

Positive=Surplus (Negative=Deficit)				
Note	YTD 30 Nov 2020	Last Period	Est Actual 30 June 2020	
	\$	\$	\$	
Current Assets				
Cash Unrestricted	5	6,559,319	6,269,901	3,053,827
Cash Restricted	5	2,817,417	2,817,417	4,290,376
Receivables - Rates	6	1,653,174	1,916,799	166,687
Receivables - Sundry Debtors	6	86,808	114,166	171,978
Receivables - Other		333,837	410,260	167,037
Inventories		24,033	24,239	12,406
		11,474,586	11,552,782	7,862,312
Less: Current Liabilities				
Payables		(2,665,151)	(2,653,219)	(2,082,486)
Provisions		(806,443)	(806,443)	(806,443)
		(3,471,594)	(3,459,663)	(2,888,929)
Less: Cash Reserves	7	(2,817,417)	(2,817,417)	(4,290,376)
Less: Loans - Clubs/Institutions		(8,976)	(8,976)	(8,976)
Add: Current Leave Provision Cash Backed		185,284	185,284	185,080
Add: Current Contract Liabilities Cash Backed		93,050	93,050	1,080,648
Add: Current Loan Liability		279,559	279,938	298,662
Add: Accounting standard changes 1.7.19		0	0	0
Net Current Funding Position		5,734,493	5,824,998	2,238,421

Note 3 - Liquidity Over the Year



SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Operating Revenues					
Community Amenities					
Sewerage	(4,138)	(40.55%)	▼	Permanent	Income received for waste disposal fees less than estimated due to septage pond being full.
Town Planning and Regional Develop	2,187	13.64%	▲	Timing	Income for planning applications greater than estimated at this time.
Other Community Amenities	(1,290)	(18.52%)	▼	Timing	Income for Cemetery fees and plaques less than estimated at this time.
Recreation and Culture					
Libraries	(1,081)	(20.97%)	▼	Timing	Income for Library programs less than estimated at this time.
Economic Services					
Tourism and Area Promotion	2,021	10.40%	▲	Timing	Visitor Centre commissions and counter sales greater than estimated at this time.
Building Control	3,681	15.85%	▲	Timing	Income received for building licence approvals greater than estimated at this time.
Other Property and Services					
Private Works	1,975	8.93%	▲	Timing	Police licencing commission greater than estimated at this time.
Plant Operation Costs	(2,914)	(24.13%)	▼	Timing	Fuel rebate for November not yet received.
Salaries and Wages	27,311	546.23%	▲	Permanent	Reimbursement for workers compensation claims greater than estimated, offset by increased expenditure.
Corporate Services Department	1,538	38.45%	▲	Permanent	Extra traineeship incentive received. Adjustment to be included at budget review.
Operating Expenses					
General Purpose Funding					
Rates	(2,397)	(5.51%)	▼	Timing	Wages allocation to this program greater than estimated at this time.
Law, Order and Public Safety					
Animal Control	21,136	66.99%	▲	Timing	Wage allocation to this program less than estimated due to staff leave.
Other Law, Order and Public Safety	12,289	51.94%	▲	Timing	SES expenditure \$5,061 less than estimated at this time. Balance relates to wages allocations less than estimated due to staff leave.
Health					
Prev Services - Inspection and Admin	33,517	55.37%	▲	Permanent	Wage allocations to this program less than estimated due to staff vacancy.
Preventative Services - Other	2,600	81.72%	▲	Permanent	Wage allocations to this program less than estimated due to staff vacancy.
Housing					
Staff Housing	(4,991)	(35.35%)	▼	Timing	Expenditure on staff housing greater than estimated at this time.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Community Amenities					
Sewerage	(2,594)	(19.08%)	▼	Permanent	Wage allocations to this program less than estimated due to staff vacancy.
Urban Stormwater Drainage	(23,038)	(18.71%)	▼	Timing	Drainage maintenance works greater than estimated at this time.
Other Community Amenities	10,578	11.42%	▲	Timing	Public conveniences building operation, maintenance \$2,655 and community bus \$3,666 less than estimated at this time. Balance relates to expenditure on Cemeteries less than estimated.
Recreation and Culture					
Public Halls and Civic Centres	8,085	13.10%	▲	Timing	Expenditure on public halls building operations and maintenance less than estimated at this time.
Swimming Areas and Beaches	2,914	57.21%	▲	Timing	Building operations and maintenance of Greenbushes swimming pool less than estimated.
Other Recreation and Sport	55,288	7.10%	▲	Timing	Parks and gardens grounds maintenance \$26,362 and building maintenance \$15,076 less than estimated at this time. Balance relates to Leisure Centre expenditure less than estimated.
Libraries	8,941	5.28%	▲	Timing	Various expenditure at the Library less than estimated at this time.
Other Culture	1,069	5.29%	▲	Timing	Summer film festival expenditure less than estimated at this time.
Transport					
Parking Facilities	3,505	88.07%	▲	Timing	Wage allocation to this program less than estimated due to staff leave.
Other Property and Services					
Private Works	1,629	6.23%	▲	Allocations	Administration cost allocations less than estimated at this time.
Develop & Infrastructure Management	(17,352)	(435.54%)	▼	Timing	Overhead recovery less than estimated at this time due to timing of leave and staff vacancy. Overhead percentage rates to be adjusted.
Waste Activity Unit	(1,299)	(54.91%)	▼	Timing	Variance due to timing of leave being taken.
Works Activity Unit	(49,935)	(663.24%)	▼	Timing	Overhead recovery less than estimated at this time due to timing of leave and staff vacancy. Overhead percentage rates to be adjusted.
Fleet Activity Unit	(2,815)	(18.34%)	▼	Timing	Variance due to timing of leave being taken.
Plant Operation Costs	49,592	175.82%	▲	Timing	Plant parts and repairs expenditure \$32,109 less than estimated at this time. Balance relates to plant depreciation less than estimated due to timing of vehicle changeovers.
Salaries and Wages	(48,478)	(969.56%)	▼	Permanent	Workers compensation greater than estimated, to be offset by increased income.
Chief Executive Office Department	(33,101)	(119.66%)	▼	Permanent/ Timing	Long service leave paid out \$12,230 to be adjusted at budget review. Balance relates to timing of leave being taken and staff vacancy.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Building Assets Department	(3,408)	(52.97%)	▼	Timing	Variance due plant operation costs less than estimated at this time.
Development Services Department	(33,782)	(647.16%)	▼	Timing	Variance due to leave payout on employee termination and overhead recovery less due to staff vacancies. Overhead percentage rates to be adjusted.
Community Services Department	(27,352)	(541.74%)	▼	Timing	Variance due to motor vehicle expenses \$2,535 less than estimated. Balance relates to timing of leave being taken. Overhead percentage rates to be adjusted.
Capital Expenses					
Governance					
Other Governance	(6,484)	(42.04%)	▼	Timing	Shire administration building renewals less than estimated at this time.
Community Amenities					
Urban Stormwater Drainage	5,158	100.00%	▲	Timing	Memorial Park drainage works not yet commenced.
Recreation and Culture					
Other Recreation and Sport	31,036	69.94%	▲	Timing	Somme Park Fitness equipment \$13,103 not yet purchased. Bridgetown Leisure centre \$18,110 expenditure less than estimated. Balance relate to some savings made.
Transport					
Streets and Road Construction	208,606	59.97%	▲	Timing	Shire depot renewals works \$2,324 and road construction program \$208,811 less than estimated at this time.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 4: BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	(Decrease) in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus				0
	Permanent Changes						
03BN	Hester brook Satellite Station	C.04/0920	Capital Expenses			(20,000)	(20,000)
06017	Fire prevention Non-recurrent grants	C.04/0920	Operating Revenue		20,000		0
20IN	Bridgetown Tennis Club water bore	C.04/1020	Capital Expenses			(30,053)	(30,053)
34423	Other Rec & Culture grants	C.04/1020	Operating Revenue		30,053		0
PL18	Articulated boom machine	C.04/1020	Capital Expenses			(145,000)	(145,000)
40045	Disposal Crendon squirrel machine	C.04/1020	Capital Revenue		15,000		(130,000)
07BU	Shire Administration Building	C.04/1020	Capital Expenses		40,000		(90,000)
Reserve 102	Plant Reserve	C.04/1020	Reserve Transfer		90,000		0
16BU	Bridgetown Leisure Centre new primary door access	C.06/1020	Capital Expenses			(9,750)	(9,750)
Reserve 131	Bridgetown Leisure Centre Reserve	C.06/1020	Reserve Transfer		9,750		0
				0	204,803	(204,803)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 5: CASH AND INVESTMENTS

	Interest Rate	Unrestricted	Restricted	Trust	Investments	Total Amount	Institution	Maturity Date
		\$	\$	\$	\$	\$		
(a) Cash Deposits								
Municipal Bank Account	Various	503,839				503,839	CBA/Westpac	At Call
Municipal Funds On Call	0.20%	250,131				250,131	WATC	At Call
Trust Bank Account	Various			955		955	CBA/Westpac	At Call
Visitor Centre Trust Account	Nil			23,297		23,297	CBA/Westpac	At Call
Cash On Hand	Nil	1,950				1,950	N/A	On Hand
Term Deposits								
(b) Municipal Funds								
Municipal Funds	0.50%	500,000				500,000	NAB	14-Dec-20
Municipal Funds	0.67%	400,000				400,000	NAB	17-Dec-20
Municipal Funds	0.69%	500,000				500,000	Westpac	18-Dec-20
Municipal Funds	0.67%	400,414				400,414	NAB	21-Dec-20
Municipal Funds	0.69%	500,000				500,000	Westpac	30-Dec-20
Municipal Funds	0.69%	500,000				500,000	Westpac	06-Jan-21
Municipal Funds	0.68%	500,000				500,000	Westpac	08-Jan-21
Municipal Funds	0.68%	500,000				500,000	Westpac	13-Jan-21
Municipal Funds	0.50%	451,507				451,507	NAB	19-Jan-21
Municipal Funds	0.25%	650,352				650,352	NAB	29-Jan-21
Municipal Funds	0.45%	400,690				400,690	NAB	22-Feb-21
Municipal Funds	0.45%	500,435				500,435	NAB	02-Mar-21
Reserve Funds	0.69%		2,817,417			2,817,417	Westpac	30-Dec-20
Total		6,559,319	2,817,417	24,252	0	9,400,988		

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 6: RECEIVABLES

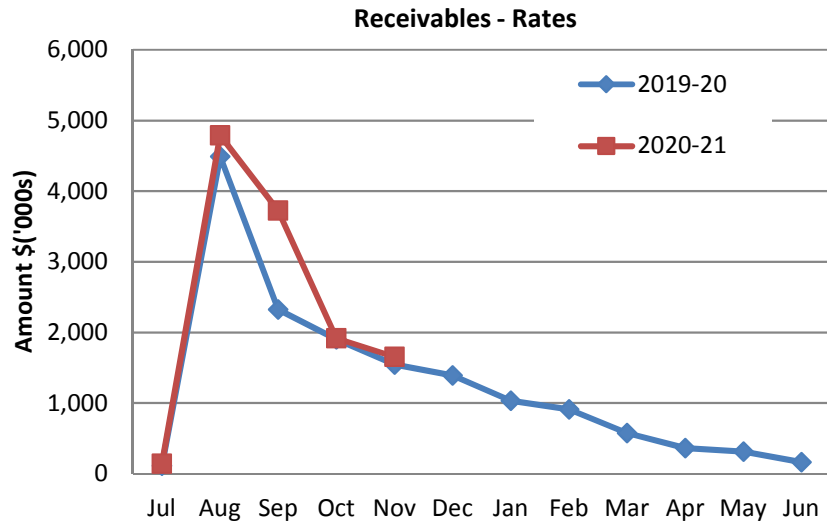
Receivables - Rates

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

	YTD 30 Nov 2020	30 June 2019
	\$	\$
Opening Arrears Previous Years	166,687	126,308
Levied this year	4,678,399	4,538,968
Less Collections to date	(3,191,912)	(4,523,923)
Equals Current Outstanding	1,653,174	141,352
Net Rates Collectable	1,653,174	141,352
% Collected	65.88%	96.97%

Net Rates Collectable

% Collected



Receivables - Sundry Debtors

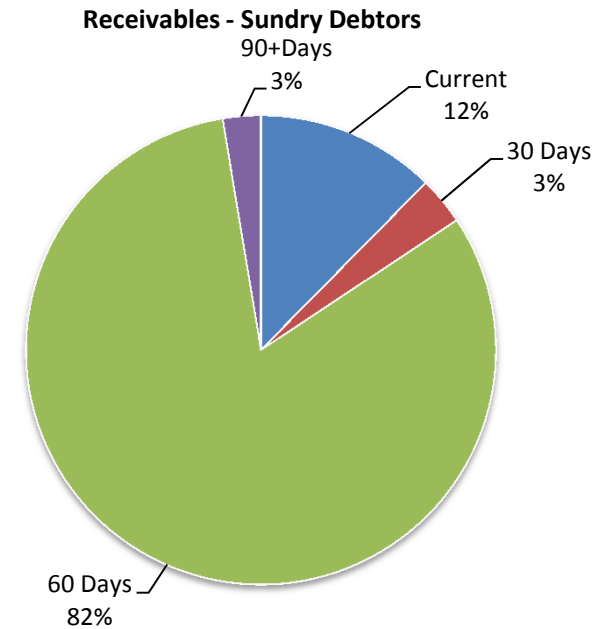
Receivables - Sundry Debtors

	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - Sundry Debtors	10,739	2,872	70,925	2,271

Total Sundry Debtor Receivables Outstanding

86,808

Amounts shown above include GST (where applicable)



SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 7: CASH BACKED RESERVE

2020-21										
Res No.	Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
		\$	\$	\$	\$	\$		\$	\$	\$
101	Leave Reserve	185,080	1,442	204	0		0		186,522	185,284
102	Plant Reserve	681,975	5,312	752	283,159		(775,500)	(386,000)	194,946	296,727
103	Land and Building Reserve	574,343	4,473	633	0		(23,417)	(17,417)	555,399	557,558
104	Bush Fire Reserve	18,284	142	20	10,000		(7,500)		20,926	18,304
105	Maranup Ford Road Maintenance Reserve	5,341	42	6	0		0		5,383	5,347
106	Subdivision Reserve	250,238	1,949	276	10,000		(24,286)		237,901	250,514
107	Sanitation Reserve	100,131	780	110	0		(50,000)		50,911	100,241
109	Recreation Centre Floor and Solar Reserve	203,391	1,584	224	10,000		0		214,975	203,615
112	Refuse Site Post Closure Reserve	227,558	1,772	251	5,000		(43,000)	(30,000)	191,330	197,809
113	Drainage Reserve	61,023	475	67	10,000		(8,850)		62,648	61,090
114	Community Bus Reserve	56,189	438	62	5,000		0		61,627	56,251
115	SBS Tower and Infrastructure Reserve	32,100	250	35	0		0		32,350	32,135
118	Playground Equipment Reserve	34,126	266	38	3,850		0		38,242	34,164
119	Swimming Pool Reserve	4,500	35	5	0		0		4,535	4,505
121	Car Park Reserve	963	8	1	0		0		971	964
125	Building Maintenance Reserve	225,833	1,759	249	0		0		227,592	226,082
126	Strategic Projects Reserve	135,970	1,059	150	10,000		(64,481)	(55,481)	82,548	80,638
127	Matched Grants Reserve	51,697	403	57	10,000		(12,000)		50,100	51,754
128	Aged Care Infrastructure Reserve	56,928	443	63	0		0		57,371	56,991
129	Equipment Reserve	6,107	48	7	0		0		6,155	6,114
130	Assets and GRV Valuation Reserve	99,253	773	109	32,000		(80,000)		52,026	99,362
131	Bridgetown Leisure Centre Reserve	60,724	473	67	0		(29,750)		31,447	60,791
132	Trails Reserve	26,630	207	29	5,000		0		31,837	26,659
133	Light Fleet Vehicle Reserve	91,150	710	100	112,520		(117,840)		86,540	91,251
135	Blackspot Reserve	20,194	157	22	10,000		0		30,351	20,217
201	Unspent Grans Reserve	1,080,648	0	0	0		(1,080,648)	(987,598)	0	93,050
		4,290,376	25,000	3,537	516,529	0	(2,317,272)	(1,476,496)	2,514,633	2,817,417

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

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				
			P3085 2014 Holden Colorado (EMCS)	17,000	13,000	(4,000)	4,000
			P4010 2009 Toyota landcruiser (SES)	27,000	30,000	3,000	(3,000)
			P4145 2010 Ford Ranger (Mitigation)	8,000	4,810	(3,190)	3,190
			P2225 2007 Ford Ranger (Landfill site)	2,400	5,000	2,600	(2,600)
			P2101 2015 John Deere ride on mower	2,000	2,500	500	(500)
32,455	30,000	(2,455)	P2126 2009 Ammann Multi Tyre Roller	30,000	30,000	0	(2,455)
44,341	36,500	(7,841)	P2133 2008 Caterpillar Multi Tyre Roller	36,500	36,500	0	(7,841)
			P2280 2008 Ford Ranger (General Hand)	6,000	6,000	0	0
			P2165 2009 Ford Ranger (BMO)	5,000	5,000	0	0
44,162	43,000	(1,162)	P2026 2007 Hino Tip Truck with crane	43,000	43,000	0	(1,162)
			P2006 2008 Caterpillar grader	87,000	87,000	0	0
			P2111 2013 Tennant footpath sweeper	8,000	10,000	2,000	(2,000)
			P3075 2015 Holden Colorado (MBA)	19,000	14,545	(4,455)	4,455
			P2060 2015 Holden Colorado (Works coordinat	18,000	14,405	(3,595)	0
			P3090 2014 Holden Colorado (PBS)	13,000	13,000	0	0
			P2230 2005 Crendon Squirrel	15,000	15,000	0	0
120,958	109,500	(11,458)		336,900	329,760	(7,140)	(7,913)

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 30 Nov 2020			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Land and Buildings						
Other Governance						
Shire Administration Building	07BU	146,953	13,975	20,459	6,484	Works continuing
		146,953	13,975	20,459	6,484	
Fire Prevention						
Hester Brook Satellite Station	03BN	20,000	0	0	0	
Greenbushes Bushfire Brigade	09BN	251,300	2,000	2,000	0	
Wandillup Bushfire Brigade	10BN	278,600	1,600	1,600	0	
		549,900	3,600	3,600	0	
Other Law, Order and Public Safety						
SES Building	1080140	5,222	0	0	0	
		5,222	0	0	0	
Staff Housing						
31 Gifford Road	28BU	15,000	15,000	14,683	(317)	
		15,000	15,000	14,683	(317)	
Public Halls and Civic Centres						
Bridgetown Civic Centre Growth Strategy Project	02BU	679,338	0	0	0	
Greenbushes Hall	20BU	7,888	7,888	6,948	(940)	
		687,226	7,888	6,948	(940)	
Other Recreation and Sport						
Bridgetown Tennis Club	06BU	36,000	0	0	0	
Bridgetown Leisure Centre Renewals	16BU	19,250	9,500	420	(9,080)	Works continuing
Greenbushes Golf Club	39BU	133,000	0	0	0	
Bridgetown Sports Ground Horse Stalls	56BU	11,206	0	0	0	
		199,456	9,500	420	(9,080)	
Libraries						
Bridgetown Regional Library	36554	6,000	5,000	5,000	0	
		6,000	5,000	5,000	0	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 30 Nov 2020			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Land and Buildings (Continued)						
Heritage						
Bridgetown Railway Station restoration	57BU	722,000	0	0	0	
		722,000	0	0	0	
Streets and Road Construction						
Shire Depot	08BU	17,261	6,041	3,717	(2,324)	Works continuing
		17,261	6,041	3,717	(2,324)	
Unclassified						
Geegelup Brook Land	1790040	87,791	53,900	54,742	842	
		87,791	53,900	54,742	842	
Land and Buildings Total		2,436,809	114,904	109,570	(5,334)	
Roads						
Streets and Road Construction						
Winnejup Road Regional Road Group 20/21	RR25	357,000	237,998	45,332	(192,666)	Works continuing
Winnejup Road Regional Road Group 19/20	RR22	18,000	0	0	0	
Kerbing	KB01	8,000	0	0	0	
Peninsula Road Roads to Recovery	RT26	205,000	3,795	3,979	184	
Glentulloch Road 2nd coat Roads to Recovery	RT82	20,000	0	0	0	
Tweed Road Roads to Recovery	RT52	100,000	100,000	86,200	(13,800)	Works continuing
Verge treatments Roads to Recovery	RT86	50,000	0	0	0	
Hester Cascades Road Roads to Recovery	RT87	30,000	0	0	0	
Ethel Street Roads to Recovery	RT88	44,780	0	0	0	
Steere Street & Stewart Street	RC52	20,000	0	0	0	
		852,780	341,793	135,511	(206,282)	
Roads Total		852,780	341,793	135,511	(206,282)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 30 Nov 2020			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Footpaths						
Streets and Road Construction						
Footpaths accessibility access	FP28	5,000	0	0	0	
Spring Gully Road	FP44	5,000	0	0	0	
		10,000	0	0	0	
Footpaths Total		10,000	0	0	0	
Drainage						
Urban Stormwater Drainage						
Peninsula Road (Showgrounds drainage)	DR25	8,850	0	0	0	
Lockley Avenue (Memorial Park Drainage)	DR37	5,160	5,158	0	(5,158)	Job not yet commenced
Claret Ash Rise	DR31	15,000	0	0	0	
Four Season Estate	DR24	11,364	0	0	0	
		40,374	5,158	0	(5,158)	
Drainage Total		40,374	5,158	0	(5,158)	
Parks and Ovals						
Other Recreation and Sport						
Somme Park (Fitness Trail Equipment)	05IU	13,103	13,103	0	(13,103)	Job not yet commenced
		13,103	13,103	0	(13,103)	
Parks and Ovals Total		13,103	13,103	0	(13,103)	
Bridges						
Streets and Road Construction						
Winnejump Road Bridge 3315	BR03	345,000	0	0	0	
Donnelly Mill Road Bridge 3337	BR19	660,321	0	0	0	
Brockman Highway Bridge 0266A	BR20	10,100	0	0	0	
Winnejump Road Bridge 3315	BR21	11,000	0	0	0	
Winnejump Road Bridge 3316	BR22	28,000	0	0	0	
Slades Road Bridge 3331A	BR23	14,161	0	0	0	
Donnelly Mill Road Bridge 3337	BR24	11,000	0	0	0	
Catterick Road Bridge 3703A	BR25	7,500	0	0	0	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 30 Nov 2020			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Bridges (Continued)						
McKelvie Road Bridge 3705	BR26	7,500	0	0	0	
		1,094,582	0	0	0	
Bridges Total		1,094,582	0	0	0	
Infrastructure Other						
Sanitation - General Refuse						
Bridgetown Landfill - Reticulation	WA01	50,000	0	0	0	
		50,000	0	0	0	
Other Community Amenities						
Hampton Street Community Notice Board	13IU	6,500	0	0	0	
		6,500	0	0	0	
Other Recreation and Sport						
Lighting improvements to facility parking area	19IN	20,000	0	0	0	
Four Seasons Estate - POS Reserve	03IN	45,454	0	0	0	
Four Seasons Estate - Stream Protection	04IN	18,182	0	0	0	
Greenbushes Recreation Centre Growth Strategy	15IN	35,000	0	68	68	
Bridgetown Youth Precinct Growth Strategy	16IN	650,021	0	0	0	
Blackwood River Park Foreshore Development	17IN	941,947	1,260	1,260	0	
Bridgetown Tennis Club Growth Strategy	20IN	30,053	0	0	0	
Bridgetown Leisure Centre	18IN	9,810	9,810	780	(9,030)	Works continuing
		1,750,467	11,070	2,108	(8,962)	
Tourism and Area Promotion						
Bridgetown Information Bays	11IN	25,000	25,000	25,278	278	
Septage dump point	13IN	22,686	0	0	0	
		47,686	25,000	25,278	278	
Infrastructure Other Total		1,854,653	36,070	27,386	(8,684)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 30 Nov 2020			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Plant and Equipment						
Other Governance						
Generator - Shire Admin	07EQ	45,000	1,450	1,450	0	
Light Fleet Vehicles	1055440	36,000	0	0	0	
		81,000	1,450	1,450	0	
Fire Prevention						
Fire Fighting Equipment - Brigades Funded	1065540	5,000	0	0	0	
Vehicles for Brigades	1065940	41,900	0	0	0	
		46,900	0	0	0	
Other Law, Order and Public Safety						
SES Equipment	1080340	5,305	0	0	0	
SES Vehicle	1080240	102,100	0	0	0	
		107,405	0	0	0	
Other Recreation and Sport						
Air conditioning unit & PLC program	06EQ	9,000	0	0	0	
Ride on mower	PL17	8,000	0	0	0	
Automated pool cleaner	08EQ	10,700	10,700	10,809	109	Purchase complete
		27,700	10,700	10,809	109	
Road Plant Purchases						
Multi tyre road roller	PL15	164,380	164,380	164,782	402	Purchase complete
Tip truck	PL04	182,330	182,330	182,330	0	Purchase complete
Multi tyre road roller	PL16	164,380	164,380	164,782	402	Purchase complete
Road grader	PL09	326,000	0	0	0	
Footpath sweeper	PL06	65,000	0	0	0	
Articulated boom machine	PL18	145,000	0	0	0	
Works and Services Fleet	1405040	125,500	0	0	0	
Sundry Equipment	1403740	5,000	0	0	0	
		1,177,590	511,090	511,894	804	
Plant and Equipment Total		1,440,595	523,240	524,153	913	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 30 Nov 2020			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<i>Furniture and Equipment</i>						
Other Governance						
IT Communications Equipment and Software	1055140	25,247	0	0	0	
		25,247	0	0	0	
Other Law, Order and Public Safety						
SES Furniture & Equipment	1080040	12,617	0	0	0	
		12,617	0	0	0	
Furniture and Equipment Total		37,864	0	0	0	
Capital Expenditure Total		7,780,760	1,034,268	796,620	(237,648)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 10: INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1/07/2020	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
		\$	\$	\$	\$	\$	\$	\$
Community Amenities								
Loan 108 Landfill Plant	50,302		0	24,637	50,302	25,665	0	1,826
Loan 113 Landfill Site New Cell	104,585		0	104,585	104,585	0	0	1,792
Loan 114 Liquid & Inert Waste Sites	73,943		0	23,982	73,943	49,961	0	1,856
Loan 115 Landfill Cell Extension	80,636		0	19,677	80,636	60,959	0	1,219
Loan 116 Liquid Waste Facility	90,855		0	9,325	90,855	81,530	0	1,735
Recreation and Culture								
Loan 110 Bridgetown Bowling Club - SSL	8,976		0	8,976	8,976	0	0	252
Loan 112 Bridgetown Swimming Pool	1,401,069		0	69,552	1,401,069	1,331,517	0	55,908
Loan 117 Youth Precinct Redevelopment	0		0			189,500		
Loan 118 Bridgetown Civic Centre revitalisation	0		0			123,000		
	1,810,366	0	0	260,734	1,810,366	1,862,132	0	64,588

(b) New Debentures

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

No new debentures were raised during the reporting period.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 10: INFORMATION ON BORROWINGS

(c) Lease Liabilities

Particulars	Principal 1/07/2020	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$
Recreation and Culture								
003 Gym Equipment	95,161		12,461	24,211	82,700	70,950	1,265	2,780
Other Property and Services								
001 CESM Vehicle	35,168		1,896	9,158	33,272	26,010	21	36
002 Photocopies and printers	5,327		4,746	4,564	581	763	600	1,315
	135,656	0	19,103	37,933	116,553	97,723	1,886	4,131

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 11: RATING INFORMATION

RATE TYPE	Rate in Dollar	Number of Properties	Rateable Value	Rate Revenue	Interim Rates	Back Rates	Total Revenue	Amended Budget Rate Revenue	Amended Budget Interim Rate	Amended Budget Back Rate	Amended Budget Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV Shire	0.087045	1,760	28,233,720	2,457,605	7,983	(54)	2,465,534	2,457,604	10,000	1,000	2,468,604
UV Shire Rural	0.006220	480	186,915,000	1,162,611	(4,108)		1,158,504	1,162,611			1,162,611
UV Bridgetown Urban Farmland	0.000000	0	0	0			0	0			0
UV Mining	0.071478	12	994,855	71,110	1,923		73,033	71,110			71,110
Sub-Totals		2,252	216,143,575	3,691,326	5,798	(54)	3,697,070	3,691,325	10,000	1,000	3,702,325
Minimum Payment	Minimum \$										
GRV Shire	942.00	720	3,914,589	678,240	1,832		680,072	678,240			678,240
UV Shire Rural	1,168.00	253	33,962,000	295,504			295,504	295,504			295,504
UV Bridgetown Urban Farmland	0.00	0	0	0			0	0			0
UV Mining	523.00	11	31,574	5,753	0		5,753	5,753			5,753
Sub-Totals		984	37,908,163	979,497	1,832	0	981,329	979,497	0	0	979,497
Rates Paid in Advance							4,678,399				4,681,822
Amount from General Rates							0				0
Discounts/concessions							4,678,399				4,681,822
Totals							(9,434)				(9,434)
							4,668,965				4,672,388

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2020

Note 12: TRUST FUND

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

Description	Opening Balance 1-Jul-20	Amount Received	Amount Paid	Closing Balance 30-Nov-20
	\$	\$	\$	\$
Accommodation - Visitor Centre	24,724	54,244	(56,350)	22,618
South West Coach Lines	102	404	(455)	51
Other Visitor Centre	76	887	(843)	120
TransWA	149	3,215	(2,857)	508
Unclaimed Monies				
R Witlen Overpayment	21			21
Visitor Centre Accommodation Payment	231			231
Frank Draper Cemetery Fees	703			703
Interest to be Distributed	0			0
	26,007	58,749	(60,504)	24,252

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN NOVEMBER TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
<u>MUNICIPAL FUND</u>				
<u>DIRECT DEBITS</u>				
2112020	02/11/2020	WA SUPER	CONTRACTOR SUPERANNUATION CONTRIBUTIONS	1,154.73
DD14865.1	02/11/2020	GO GO MEDIA	MONTHLY ON HOLD MESSAGE SERVICE FOR NOVEMBER	75.90
DD14865.2	02/11/2020	WATERLOGIC AUSTRALIA PTY LTD	MONTHLY HIRE/SERVICE OF WATER COOLERS	136.88
DD14877.1	04/11/2020	WA SUPER	PAYROLL DEDUCTIONS	17,607.83
DD14877.10	04/11/2020	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	108.92
DD14877.11	04/11/2020	HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	130.27
DD14877.12	04/11/2020	R & P SUMNER SUPERFUND	SUPERANNUATION CONTRIBUTIONS	90.85
DD14877.13	04/11/2020	COLONIAL FIRST STATE SUPER	SUPERANNUATION CONTRIBUTIONS	213.44
DD14877.14	04/11/2020	HOST PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	538.75
DD14877.15	04/11/2020	TAL SUPER	SUPERANNUATION CONTRIBUTIONS	139.77
DD14877.2	04/11/2020	VERVE SUPER	SUPERANNUATION CONTRIBUTIONS	177.02
DD14877.3	04/11/2020	ASGARD SUPER	SUPERANNUATION CONTRIBUTIONS	344.06
DD14877.4	04/11/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	206.26
DD14877.5	04/11/2020	TWU SUPER	SUPERANNUATION CONTRIBUTIONS	76.53
DD14877.6	04/11/2020	WAIKAWA DREAMING SUPER FUND	PAYROLL DEDUCTIONS	788.33
DD14877.7	04/11/2020	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	224.69
DD14877.8	04/11/2020	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	444.08
DD14877.9	04/11/2020	AMP SUPERANNUATION SAVINGS TRUST	SUPERANNUATION CONTRIBUTIONS	214.97
DD14887.1	04/11/2020	WA SUPER	SUPERANNUATION CONTRIBUTIONS	153.21
DD14879.1	07/11/2020	CALTEX STARCARD	FUEL FOR THE MONTH OF OCTOBER	4,988.20
DD14902.1	18/11/2020	WA SUPER	SUPERANNUATION CONTRIBUTIONS	66.52
DD14903.1	18/11/2020	WA SUPER	PAYROLL DEDUCTIONS	17,371.93
DD14903.10	18/11/2020	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	112.81
DD14903.11	18/11/2020	HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	130.27
DD14903.12	18/11/2020	R & P SUMNER SUPERFUND	SUPERANNUATION CONTRIBUTIONS	115.34
DD14903.13	18/11/2020	COLONIAL FIRST STATE SUPER	SUPERANNUATION CONTRIBUTIONS	213.44
DD14903.14	18/11/2020	HOST PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	546.64
DD14903.15	18/11/2020	TAL SUPER	SUPERANNUATION CONTRIBUTIONS	206.26
DD14903.2	18/11/2020	VERVE SUPER	SUPERANNUATION CONTRIBUTIONS	178.60
DD14903.3	18/11/2020	ASGARD SUPER	SUPERANNUATION CONTRIBUTIONS	352.55
DD14903.4	18/11/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	206.26
DD14903.5	18/11/2020	TWU SUPER	SUPERANNUATION CONTRIBUTIONS	247.52
DD14903.6	18/11/2020	WAIKAWA DREAMING SUPER FUND	PAYROLL DEDUCTIONS	689.30
DD14903.7	18/11/2020	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	224.69
DD14903.8	18/11/2020	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	444.08
DD14903.9	18/11/2020	AMP SUPERANNUATION SAVINGS TRUST	SUPERANNUATION CONTRIBUTIONS	199.98
B/S	02/11/2020	WESTPAC BANK	MERCHANT FEES	2,717.29
B/S	02/11/2020	WESTPAC BANK	MONTHLY BANK ACCOUNT FEES	942.62
B/S	04/11/2020	WESTPAC BANK	TOTAL WAGES FOR 22/10/2020 - 04/11/2020	123,462.92
B/S	18/11/2020	WESTPAC BANK	TOTAL WAGES FOR 05/11/2020 - 18/11/2020	122,509.66
B/S	07/10/2020	WESTPAC - CORPORATE CREDIT CARD	COUNCIL BAR STOCK	59.97
B/S	08/10/2020	WESTPAC - CORPORATE CREDIT CARD	SUBMERSIBLE PUMP FOR BORE WATER SAMPLING	994.84
B/S	08/10/2020	WESTPAC - CORPORATE CREDIT CARD	COUNCIL BAR STOCK	59.99
B/S	20/10/2020	WESTPAC - CORPORATE CREDIT CARD	10,000KM SERVICE FOR CEO VEHICLE	355.92
B/S	22/10/2020	WESTPAC - CORPORATE CREDIT CARD	REFRESHMENTS FOR MEETING WITH SHIRE PRESIDENT, CEO & EMCS	12.20

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN NOVEMBER TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
B/S	22/10/2020	WESTPAC - CORPORATE CREDIT CARD	LUNCH FOR MEETING WITH SHIRE PRESIDENT, CEO & EMCS	30.40
B/S	22/10/2020	WESTPAC - CORPORATE CREDIT CARD	REFRESHMENTS FOR MEETING WITH SHIRE PRESIDENT, CEO & EMCS	24.36
B/S	23/10/2020	WESTPAC - CORPORATE CREDIT CARD	PARKING FOR CEO MEETING IN PERTH	16.20
B/S	23/10/2020	WESTPAC - CORPORATE CREDIT CARD	PARKING FOR EMCS MEETING IN PERTH	20.25
B/S	28/10/2020	WESTPAC - CORPORATE CREDIT CARD	ATTENDANCE AT LG PRO CONFERENCE	540.00
B/S	28/10/2020	WESTPAC - CORPORATE CREDIT CARD	ACCOMMODATION FOR WALGA BREAKFAST	84.00
B/S	29/10/2020	WESTPAC - CORPORATE CREDIT CARD	COUNCIL BAR STOCK	44.17
B/S	29/10/2020	WESTPAC - CORPORATE CREDIT CARD	COUNCIL BAR STOCK	101.98
B/S	02/11/2020	WESTPAC - CORPORATE CREDIT CARD	CARD FEE	10.00
BPAY				
13112020	13/11/2020	TELSTRA	TELEPHONE CHARGES & MOBILE SMART ANTENNA 4G	5,001.96
ELECTRONIC PAYMENTS				
EFT31496	05/11/2020	SALARY PACKAGING AUSTRALIA PTY LTD	EMPLOYEE SALARY PACKAGING	837.41
EFT31497	12/11/2020	2R ELECTRICAL	REPLACE 5 LED BATONS & PE CELL AT GR CRICKET PAVILION & FAULT FIND BLC POOL SOLAR PUMP	964.00
EFT31498	12/11/2020	ABCO PRODUCTS PTY LTD	VARIOUS CLEANING SUPPLIES & EQUIPMENT	426.91
EFT31499	12/11/2020	ADVANCED CLEANING SOUTHWEST	MONTHLY COURT CLEANING FOR BRIDGETOWN LEISURE CENTRE IN OCTOBER	692.24
EFT31500	12/11/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	4 X REPLACEMENT MOWER DECK WHEELS FOR RIDE ON MOWER	890.12
EFT31501	12/11/2020	AQUATIC SERVICES WA PTY LTD	ANNUAL MAINTENANCE FOR POOL WATER TREATMENT PLANT & INSTALL REPLACEMENT INJECTION VALVE	5,009.40
EFT31502	12/11/2020	AUSTRALIA POST	2 X IPHONE 7 MOBILE PHONES & POSTAGE FOR THE MONTH OF OCTOBER	1,470.65
EFT31503	12/11/2020	BCE SURVEYING PTY LTD	SET OUT CENTRE LINE POINTS ON WINNEJUP ROAD & PENINSULA ROAD	2,629.00
EFT31504	12/11/2020	BELIA ENGINEERING	TRANSPORT OF 58 USED MATTRESSES ON THE 26.10.2020	765.60
EFT31505	12/11/2020	BLACKWOODS	1 X 20L TRUCK WASH CLEANER	96.80
EFT31506	12/11/2020	BLACKWOOD HEAVY TILT	TRANSPORT SKID STEER LOADER AND EXCAVATOR FOR FIRE MITIGATION WORK	1,990.00
EFT31507	12/11/2020	GLENN BLECHYNDEN	SUPPLY AND REPLACE SEVEN DOORS AT TROTTER CLUB & INSTALL TWO DEAD BOLT LOCKS	1,938.00
EFT31508	12/11/2020	BLISS FOR DESIGN	ASSORTED RETICULATION FITTINGS, BELT & BLADES FOR RIDE ON MOWER & VARIOUS MINOR ITEMS	538.54
EFT31509	12/11/2020	BRIDGETOWN MEAT SUPPLY	SAUSAGES FOR STAFF RETIREMENT EVENT	33.00
EFT31510	12/11/2020	BRIDGETOWN TIMBER SALES	10 X BAGS OF RAPID SET CONCRETE	90.00
EFT31511	12/11/2020	BRIDGETOWN RESIDENTIAL CONTRACTORS	ADDITIONAL KERBING WORKS FOR NORTHERN INFORMATION BAY PROJECT	594.00
EFT31512	12/11/2020	BRIDGETOWN COMPUTERS	GENERIC REPLACEMENT LAPTOP CHARGER	65.00
EFT31513	12/11/2020	BRIDGETOWN MITRE 10 & RETRAVISION	BLUETOOTH SPEAKER, MIRROR CABINET & VARIOUS MINOR ITEMS	468.33
EFT31514	12/11/2020	BRIDGETOWN PAINT SALES	PAINTING SUPPLIES FOR BLC WET AREA MAINTENANCE & OTHER MINOR ITEMS	179.85
EFT31515	12/11/2020	BRIDGETOWN TYRES	WHEEL ROTATION, BALANCE & ALIGNMENT FOR PBS VEHICLE & TYRE REPAIR FOR RUBBISH TRUCK	244.00
EFT31516	12/11/2020	CANNINGS PURPLE	GOVERNMENT RELATIONS CONTRACT FOR OCTOBER	4,400.00
EFT31517	12/11/2020	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	228.83
EFT31518	12/11/2020	CITY AND REGIONAL FUELS	BULK FUEL FOR OCTOBER	6,318.55
EFT31519	12/11/2020	CUSTOM SERVICE LEASING LTD	VEHICLE LEASING FOR MONTH OF NOVEMBER	420.65
EFT31520	12/11/2020	DAVMECH	3000HR SERVICE FOR VOLVO GRADER & ADDITIONAL WORKS AS IDENTIFIED	7,309.64
EFT31521	12/11/2020	DEPARTMENT BIO, CONSERV & ATTRACTIONS	FABRICATION OF INTERPRETIVE SIGNAGE FOR WARREN BLACKWOOD STOCK ROUTE	4,883.76
EFT31522	12/11/2020	SCOTT DONALDSON	REIMBURSEMENT OF TYRE PUNCTURE REPAIR FOR SHIRE VEHICLE	45.00
EFT31523	12/11/2020	HOWARD I EVANS	PROFESSIONAL SERVICES FOR PURCHASE & SETTLEMENT OF LAND	3,383.80
EFT31524	12/11/2020	DEAN GUJA	HEALTH OFFICER CONSULTING HOURS FOR OCTOBER	4,420.00
EFT31525	12/11/2020	JULIE ANN HARPER	SHIRES CONTRIBUTION TO CROSSOVER	882.20
EFT31526	12/11/2020	HEATLEY SALES PTY LTD	GLOVES, SAFETY GLASSES & CLEANING WIPES FOR WORKS STAFF	624.92
EFT31527	12/11/2020	J R & A HERSEY PTY LTD	MINOR ITEMS	73.15
EFT31528	12/11/2020	HILLVIEW ELECTRICAL SERVICE	REPLACE FAULTY EXIT LIGHTS AT ADMIN BUILDING, CIVIC CENTRE & SPORTSGROUND CHANGE ROOMS	1,815.00
EFT31529	12/11/2020	IEQUIP	4 WEEKS HIRE OF SKID STEER LOADER & MULCHER FOR MITIGATION WORK	13,060.98

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN NOVEMBER TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
EFT31530	12/11/2020	ILLION TENDERLINK	ONLINE PUBLIC TENDER PUBLICATION FOR BLACKWOOD RIVER FORESHORE PROJECT	181.50
EFT31531	12/11/2020	INDEPENDENT WINDSCREENS	REPLACE WINDSCREENS FOR RANGERS UTE & MANAGER TECHNICAL SERVICES VEHICLE	990.00
EFT31532	12/11/2020	IPWEA - WA	ATTENDANCE OF TWO STAFF AT IPWEA 2020 ANNUAL COUNTRY MEETING	850.00
EFT31533	12/11/2020	INTERPHONE	MONTHLY INTERNET CHARGE FOR ADMIN OFFICE - NOVEMBER	130.90
EFT31534	12/11/2020	INTERFIRE AGENCIES PTY LTD	VARIOUS PPE	451.44
EFT31535	12/11/2020	ADAM JENKINS TREE SERVICES	TREE REMOVAL ON DREYFUS STREET	330.00
EFT31536	12/11/2020	THOMAS HUW JONES	LANDSCAPING BOND REFUND LESS ADMIN FEE PLUS INTEREST	1,204.18
EFT31537	12/11/2020	JTAGZ	200 X ANIMAL REGISTRATION TAGS WITH 2021 EXPIRY	96.80
EFT31538	12/11/2020	KEYBROOK UTILITY SERVICES	TRANSPORT OF ASBESTOS TO MANJIMUP	475.00
EFT31539	12/11/2020	MANJIMUP MOTORS PTY LTD	TURBINE DIESEL FUEL METER FOR GRADER DRIVERS UTE	431.45
EFT31540	12/11/2020	MANJIMUP MONOGRAMS	UNIFORMS FOR BLC STAFF	340.50
EFT31541	12/11/2020	MCG FIRE SERVICES	MONTHLY TESTING OF FIRE PANEL & EMERGENCY WARNING SYSTEMS AT BLC	117.37
EFT31542	12/11/2020	MJB INDUSTRIES	15 x CONCRETE PIPES WITH RUBBER RINGS & 4 X SINGLE HEADWALL PIPES	3,514.50
EFT31543	12/11/2020	JOANN ROBERTA MOORE	HALL HIRE BOND REFUND	200.00
EFT31544	12/11/2020	OFFICEWORKS LTD	2 X REPLACEMENT OFFICE CHAIRS	487.95
EFT31545	12/11/2020	PHARMACY 777 BRIDGETOWN	3 X 1L SUNSCREENS FOR THE BLC AQUATIC FACILITY	66.00
EFT31546	12/11/2020	QUALITY SHOP	WHITEBOARD	20.00
EFT31547	12/11/2020	RICHFEEDS AND RURAL SUPPLIERS	20L GLYPHOSATE FOR WEED SPRAYING, 20L SEASOL FERTILISER & 3 X PAIRS OF WORK BOOTS	1,109.00
EFT31548	12/11/2020	GREENACRES TRADING TRUST	1 X NIGHT OF ACCOMMODATION FOR TWO STAFF ON TRAINING	250.00
EFT31549	12/11/2020	JOHN KEITH SANDERS	TURTLE SCULPTURE FOR THE ART TRAIL	4,000.00
EFT31550	12/11/2020	SCOPE BUSINESS IMAGING	MONTHLY PHOTOCOPYING AND PRINTING CHARGES FOR OCTOBER	367.20
EFT31551	12/11/2020	SCULLEY'S SMASH REPAIRS	SUPPLY & INSTALLATION OF EXTENSION TO FRONT BUMPER ON MITIGATION VEHICLE	283.59
EFT31552	12/11/2020	SEEK LIMITED	VARIOUS JOB ADVERTISEMENTS	627.00
EFT31553	12/11/2020	SIGMA POOL & SPA SUPPLIES	CHEMICALS FOR BLC AQUATIC FACILITY & PPE FOR STAFF	636.90
EFT31554	12/11/2020	SIRSIDYNIX PTY LTD	ANNUAL SIRSIDYNIX FEE FOR BRIDGETOWN LIBRARY	3,450.23
EFT31555	12/11/2020	SKATE SCULPTURE	DETAILED DESIGN AND COSTING OF THE BRIDGETOWN YOUTH PRECINCT	27,770.60
EFT31556	12/11/2020	SOUTHERN LOCK & SECURITY	ADDITIONAL KEYS, BARRELS & CYLINDERS FOR NEW SHIRE RESTRICTED KEY SYSTEM	1,056.85
EFT31557	12/11/2020	SOUTH WEST ISUZU	ELEMENT KITS & VARIOUS FILTERS FOR FLEET VEHICLE MAINTENANCE	1,181.64
EFT31558	12/11/2020	SOUTHERN FOREST PEST MANAGEMENT	ANNUAL RODENT BAITING & SPIDER TREATMENT FOR FIRE STATIONS & SHIRE BUILDINGS	2,777.50
EFT31559	12/11/2020	STATEWIDE CLEANING SUPPLIES PTY LTD	1 X CARTON OF CLEANING WIPES FOR BLC	229.90
EFT31560	12/11/2020	SW HART & CO	DISPOSABLE PAPER AIR CONDITIONER FILTERS FOR LIBRARY	253.00
EFT31561	12/11/2020	SYNERGY	ELECTRICITY CHARGES	19,180.99
EFT31562	12/11/2020	THE STABLES IGA	BOTTLED WATER FOR FIRE FIGHTERS AT INCIDENTS & VARIOUS MONTHLY GROCERIES SUPPLIES	914.98
EFT31563	12/11/2020	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	673.93
EFT31564	12/11/2020	TUCK'S GARDEN SERVICES	RURAL VERGE SPRAYING & BRIDGE SPRAYING	8,910.00
EFT31565	12/11/2020	WINC AUSTRALIA PTY LTD	VARIOUS CLEANING SUPPLIES & OFFICE STATIONERY	2,130.50
EFT31566	12/11/2020	WORKWEAR GROUP	STAFF UNIFORM	510.20
EFT31567	19/11/2020	SALARY PACKAGING AUSTRALIA PTY LTD	EMPLOYEE SALARY PACKAGING	837.41
EFT31568	20/11/2020	AUSTRALIAN TAXATION OFFICE	BAS FOR OCTOBER 2020	47,784.00
EFT31582	26/11/2020	2R ELECTRICAL	REPLACE LED BATTENS AT ADMIN BUILDING, FIX LIGHT FITTING IN MEMORIAL PARK & INSTALL RELAYS AT	740.64
EFT31583	26/11/2020	ACORN PROJECTS PTY LTD	INSTALLATION OF ROLLER BLINDS, VINYL FLOORING AND CARPETS AT SHIRE HOUSE	6,206.54
EFT31584	26/11/2020	AFGRI EQUIPMENT AUSTRALIA PTY LTD	4 X ADJUSTABLE MOWER DECK POSTS & BRAKE SWITCH FOR RIDE ON MOWER	277.64
EFT31585	26/11/2020	AMITY SIGNS	2 X HAZARD SIGNS, 5 X NO THROUGH ROAD SIGNS & 3 X STREET NAME SIGNS	858.00
EFT31586	26/11/2020	ANALYTICAL REFERENCE LABORATORY	3RD QUARTER BORE WATER SAMPLING FOR BRIDGETOWN WASTE FACILITY	1,639.00
EFT31587	26/11/2020	ANIMAL CARE EQUIPMENT & SERVICES	1 X CAT CAGE, HEAVY DUTY TONGS & FREIGHT	485.80
EFT31588	26/11/2020	AQUATIC SERVICES WA PTY LTD	SUPPLY AND INSTALL SODA ASH DOSING PUMP AT BLC LEARN TO SWIM POOL	2,744.50
EFT31589	26/11/2020	SHARON ARNOLD	REFUND OF ANIMAL TRAP BOND MINUS HIRE FEES	40.25

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN NOVEMBER TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
EFT31590	26/11/2020	B & B STREET SWEEPING PTY LTD	MONTHLY STREET SWEEPING FOR BRIDGETOWN & GREENBUSHES IN OCTOBER	1,716.00
EFT31591	26/11/2020	BE SURVEYS	PROVISION OF FEATURE SURVEY TO THE PROPERTY BOUNDARIES OF ETHEL LANEWAY	1,295.25
EFT31592	26/11/2020	BKS REFRIGERATION & AIR-CONDITIONING	FINAL PAYMENT FOR REPLACEMENT OF UPSTAIRS ADMIN BUILDING AIRCON UNIT	7,769.90
EFT31593	26/11/2020	BLACKWOOD FRESH	REFRESHMENTS FOR COUNCIL & CONCEPT MEETINGS	63.63
EFT31594	26/11/2020	BLISS FOR DESIGN	SOLENOID REPAIR, RETICULATION FITTINGS, REPAIRS TO RIDE ON MOWER & OTHER MINOR ITEMS	622.44
EFT31595	26/11/2020	BLUES AT BRIDGETOWN	2 X COVID20 BLUES T-SHIRTS	70.00
EFT31596	26/11/2020	BOOEASY AUSTRALIA PTY LTD	ANNUAL SECURE PAY FEE & MONTHLY COMMISSIONS	715.00
EFT31597	26/11/2020	JOHN CARTER BOOKLESS	MONTHLY COUNCILLOR ALLOWANCE	802.33
EFT31598	26/11/2020	JULIA ANN BOYLE	MONTHLY COUNCILLOR ALLOWANCE	802.33
EFT31599	26/11/2020	BRIDGETOWN CRC INC.	SES POWER CONSUMPTION FOR 28/08/2020 - 27/10/2020	246.50
EFT31600	26/11/2020	BRIDGETOWN MITRE 10 & RETRAVISION	3 X POWER BOARDS & VARIOUS OTHER MINOR ITEMS	300.95
EFT31601	26/11/2020	BRIDGETOWN PAINT SALES	20 X DUST MASKS & OTHER MINOR ITEMS	222.35
EFT31602	26/11/2020	BRIDGETOWN TYRES	ROTATING HAZARD LIGHTS, TRUCK BATTERIES & REPLACEMENT TYRES FOR VARIOUS SHIRE VEHICLES	5,214.00
EFT31603	26/11/2020	BRIDGETOWN NEWSAGENCY	10 X BOXES OF A4 WHITE PAPER, PRINTER CARTRIDGES FOR BLC & SHIRE NEWSPAPERS FOR OCTOBER	509.30
EFT31604	26/11/2020	BROOKS HIRE SERVICE PTY LTD	HIRE OF EXCAVATOR WITH MULCHING HEAD, GRAPPLE AND BUCKET FOR MITIGATION WORKS	9,216.66
EFT31605	26/11/2020	BCITF	CTF LEVIES COLLECTED FOR MONTH OF OCTOBER	1,444.07
EFT31606	26/11/2020	STEPHEN BUTLER	SHIRES CONTRIBUTION TOWARDS CROSSOVER	835.50
EFT31607			CANCELLED	
EFT31608	26/11/2020	CAKES BY TASTY EDIBLES	MORNING TEA CATERING - CONSULTATION ON GREENBUSHES SPORTSGROUND REDEVELOPMENT PROJECT	150.00
EFT31609	26/11/2020	CB TRAFFIC SOLUTIONS PTY LTD	180M OF LINE MARKING ON KANGAROO GULLY ROAD	1,879.46
EFT31610	26/11/2020	CENTRAL REGIONAL TAFE	REGULATORY OFFICER COMPLIANCE SKILLS TRAINING FOR 1 X STAFF MEMBER	170.30
EFT31611	26/11/2020	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	228.83
EFT31612	26/11/2020	CLEANAWAY PTY LTD	WASTE COLLECTION & DISPOSAL CHARGES FOR OCTOBER	28,531.19
EFT31613	26/11/2020	CLOVERS GENERAL STORE	MONTHLY GROCERIES FOR BLC FOR JULY - OCT & BFS HEADQUARTERS	113.09
EFT31614	26/11/2020	ELIZABETH DENNISS	REIMBURSEMENT FOR REFRESHMENTS PURCHASED FOR BYA MEETING	9.90
EFT31615	26/11/2020	DEPT. OF MINES, INDUSTRY REGS AND	BSL'S COLLECTED FOR THE MONTH OF OCTOBER	3,424.69
EFT31616	26/11/2020	DOMESTIC MAINTENANCE SW	ADJUST HEIGHT OF SPOON DRAINS AND PAVER AT BRIDGETOWN AQUATIC FACILITY	255.00
EFT31617	26/11/2020	DRAGLINES DAM-IT CONTRACTING	HIRE OF EXCAVATOR AND OPERATOR FOR CLEARING ON WINNEJUP ROAD	9,900.00
EFT31618	26/11/2020	ECOANGLE DESIGN AND DRAFTING	ARCHITECTURAL PLANS FOR PROPOSED GREENBUSHES FIRE STATION & WANDILLUP FIRE STATION	3,600.00
EFT31619	26/11/2020	EMERGE ASSOCIATES	SITE MEETING FOR BLACKWOOD RIVER FORESHORE PROJECT	1,204.50
EFT31620	26/11/2020	ESPRESSO ESSENTIAL WA	SUPPLIES FOR LIBRARY COFFEE MACHINE	111.34
EFT31621	26/11/2020	LGRCEU	PAYROLL DEDUCTIONS	143.50
EFT31622	26/11/2020	FENCING UNLIMITED	FENCING PANELS & SUPPLIES FOR MEMORIAL PARK FENCE REPAIRS	2,252.00
EFT31623	26/11/2020	DEAN GUJA	ENVIRONMENTAL HEALTH OFFICER CONSULTING HOURS FOR NOVEMBER	2,422.50
EFT31624	26/11/2020	HANSEN'S HOT BREAD SHOP	HOT DOG ROLLS WORKS STAFF RETIREMENT	26.00
EFT31625	26/11/2020	HARMONIC ENTERPRISES PTY LTD	MONTHLY MANAGED IT SERVICES FOR OCTOBER	2,222.00
EFT31626	26/11/2020	H C JONES & CO	SUPPLY & INSTALL CARBON FILTER FOR HOT WATER UNIT AT DEPOT	252.00
EFT31627	26/11/2020	HEMA MAPS PTY LTD	VARIOUS CAMPING & 4WD MAPS FOR VISITORS CENTRE	353.91
EFT31628	26/11/2020	HENRI NOUWEN HOUSE	SERVICE AGREEMENT FOR 20/21	11,000.00
EFT31629	26/11/2020	HILLVIEW ELECTRICAL SERVICE	REPAIRS TO SOLAR PUMP AT BLC & CHECK IF RCD SWITCHES REQUIRED AT BTN CRC	275.00
EFT31630	26/11/2020	IEQUIP	HIRE OF FORESTRY MULCHER & SKID STEER LOADER FOR MITIGATION WORK	6,443.96
EFT31631	26/11/2020	IMPART MEDIA	ANNUAL HOSTING FEE FOR VC WEBSITE FROM 30/06/2020 - 29/06/2021	1,320.00
EFT31632	26/11/2020	IT VISION	REMOVAL OF BPAY REFERENCE NUMBERS FROM DEBTORS INVOICES	275.00
EFT31633	26/11/2020	BARBARA JEAN JOHNSON	MONTHLY COUNCILLOR ALLOWANCE	963.83
EFT31634	26/11/2020	KESTRAL COMPUTING	PHOENIX ANNUAL LICENCE SUPPORT FEES FROM 01/11/2020 - 31/10/2021	7,444.43
EFT31635	26/11/2020	LANDGATE	LAND VALUATION ENQUIRY CHARGES & OTHER DLI INVOICES	185.38
EFT31636	26/11/2020	MARKETFORCE	VARIOUS SHIRE ADVERTISEMENTS	1,387.17

SHIRE OF BRIDGETOWN-GREENBUSHES

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Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
EFT31637	26/11/2020	J.L & G.F MAY	GRAVE DIGGING AT BRIDGETOWN CEMETERY	682.00
EFT31638	26/11/2020	MCG FIRE SERVICES	FIRE PROTECTION EQUIPMENT SERVICE & MONTHLY TESTING OF SYSTEMS AT LEISURE CENTRE	2,097.65
EFT31639	26/11/2020	JOANN ROBERTA MOORE	MONTHLY COUNCILLOR ALLOWANCE	802.33
EFT31640	26/11/2020	MOORE STEPHENS	2020 FINANCIAL MANAGEMENT REGULATIONS UPDATE WEBINAR	198.00
EFT31641	26/11/2020	JENNIFER MARY MOUNTFORD	MONTHLY COUNCILLOR ALLOWANCE	802.33
EFT31642	26/11/2020	MPDS PAINTING CONTRACTOR	PAINTING AT GREENBUSHES HALL & AT SHIRE ADMIN BUILDING	5,717.00
EFT31643	26/11/2020	MONIQUE ALEXANDRA MULLIGAN	PURCHASE OF BOOK FOR LIBRARY STOCK	29.95
EFT31644	26/11/2020	JOHN DIGBY NICHOLAS	MONTHLY COUNCILLOR ALLOWANCE	1,577.33
EFT31645	26/11/2020	ANTONINO PRATICO	MONTHLY COUNCILLOR ALLOWANCE	802.33
EFT31646	26/11/2020	PETER SIMON QUINBY	MONTHLY COUNCILLOR ALLOWANCE	802.33
EFT31647	26/11/2020	REDWOOD HILLS	GRAVEL FOR TWEED ROAD SHEETING	10,292.21
EFT31648	26/11/2020	REPCO	MINOR ITEMS	34.65
EFT31649	26/11/2020	SCHWEPPE AUSTRALIA PTY LTD	VARIOUS DRINKS FOR THE BLC CAFE	496.49
EFT31650	26/11/2020	SHIRE OF BRIDGETOWN-GREENBUSHES	STAFF SOCIAL CLUB DEDUCTIONS FOR NOVEMBER	208.00
EFT31651	26/11/2020	SHIRE OF MANJIMUP	ASBESTOS TIPPING FEES FOR OCTOBER	384.50
EFT31652	26/11/2020	SOFT LANDING	RECYCLING OF 58 USED MATTRESSES	1,276.00
EFT31653	26/11/2020	SOUTHERN LOCK & SECURITY	ADDITIONAL KEYS, BARRELS & CYLINDERS FOR NEW SHIRE RESTRICTED KEY SYSTEM & TOILET LOCKS	1,082.12
EFT31654	26/11/2020	SFBVTA	2020/21 CONTRIBUTION TO SOUTHERN FORESTS & VALLEYS TOURISM ASSOCIATION	58,100.90
EFT31655	26/11/2020	SPECTUR LTD	ANNUAL SERVER ACCESS FEE FOR WASTE SITE CAMERAS	462.00
EFT31656	26/11/2020	SPRINT EXPRESS	FREIGHT CHARGES	145.20
EFT31657	26/11/2020	STATE LIBRARY OF WESTERN AUSTRALIA	18/19 DDS FREIGHT RECOUP FOR BRIDGETOWN LIBRARY & 20/21 BETTER BEGINNINGS PROGRAM	1,452.24
EFT31658	26/11/2020	STATEWIDE CLEANING SUPPLIES PTY LTD	1 X CARTON OF GYM WIPES FOR BLC	196.90
EFT31659	26/11/2020	SUNNY INDUSTRIAL BRUSHWARE	REBRISTLE OF BRUSHES ON TENNANT RIDE ON SWEEPER	998.47
EFT31660	26/11/2020	SUPACHOOK CARVERY	CATERING SUPPLIES	82.80
EFT31661	26/11/2020	SYNERGY	ELECTRICITY	286.60
EFT31662	26/11/2020	THE CIDERY	CATERING FOR COMMUNITY SCORECARD SUNDOWNER	1,259.20
EFT31663	26/11/2020	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	2,198.34
EFT31664	26/11/2020	TPG NETWORK PTY LTD	MONTHLY INTERNET CHARGE FOR LIBRARY - NOVEMBER	159.50
EFT31665	26/11/2020	WA NATURALLY PUBLICATIONS	VARIOUS BOOKS FOR VISITORS CENTRE STOCK	450.15
EFT31666	26/11/2020	WESTRAC PTY LTD	MINOR ITEMS	14.50
EFT31667	26/11/2020	WALGA	REGISTRATION FOR BREAKFAST WITH DIRECTOR GENERALS	50.00
EFT31668	26/11/2020	ALAN JOSEPH WILSON	MONTHLY COUNCILLOR ALLOWANCE	802.33
EFT31669	26/11/2020	WINC AUSTRALIA PTY LTD	2 X STOOLS FOR BLC, CUSTOM STAMP FOR CORP SERVICES, STATIONERY & PPE FOR CLEANING STAFF	678.14
EFT31670	26/11/2020	WORKWEAR GROUP	CORPORATE UNIFORMS	583.00
EFT31671	30/11/2020	PETER RONALD BYRNE	REFUND OF STANDPIPE CARD BOND	100.00
DIRECT DEBITS - LICENSING				
23045	02/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 02/11/2020	4,806.80
23046	03/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 03/11/2020	1,687.30
23047	04/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 04/11/2020	2,218.30
23048	05/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 05/11/2020	3,593.80
23049	06/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 06/11/2020	3,275.90
23050	09/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 09/11/2020	1,939.05
23051	10/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 10/11/2020	3,842.45
23052	11/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 11/11/2020	3,403.55
23053	12/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 12/11/2020	3,538.75
23054	13/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 13/11/2020	3,636.65
23055	16/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 16/11/2020	1,133.30

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN NOVEMBER TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
23056	17/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 17/11/2020	3,343.15
23057	18/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 18/11/2020	4,485.60
23058	19/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 19/11/2020	5,758.95
23059	20/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 20/11/2020	6,152.45
23060	23/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 23/11/2020	9,660.15
23061	24/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 24/11/2020	6,126.45
23062	25/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 25/11/2020	5,096.60
23063	26/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 26/11/2020	3,023.20
23064	27/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 27/11/2020	5,480.45
23065	30/11/2020	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR THE 30/11/2020	5,960.50
CHEQUES				
300067	12/11/2020	WATER CORPORATION	WATER USAGE	276.21
300068	26/11/2020	DEPT. OF MINES, INDUSTRY REGS AND	LODGEMENT OF SECURITY BOND	1,000.00
300069	26/11/2020	LANDSCOPE MAGAZINE	ANNUAL SUBSCRIPTION FOR LANDSCOPE MAGAZINE	33.00
300070	26/11/2020	SHIRE OF BRIDGETOWN-GREENBUSHES	STAFF DEBTOR DEDUCTIONS & SHIRE FEES/COMMISSIONS RETAINED	2,621.80
300071	26/11/2020	COMMISSIONER OF STATE REVENUE	REFUND OF PENSION CONCESSION	630.40
				<u>827,325.76</u>
CHEQUES - VISITOR CENTRE TRUST				
200011	24/11/2020	SHIRE OF BRIDGETOWN-GREENBUSHES	SHIRES COMMISSIONS FOR OCTOBER	2,089.74
ELECTRONIC PAYMENTS - VISITOR CENTRE TRUST				
EFT31569	24/11/2020	STEPHEN FRANCIS AINLEY	CONSIGNMENT STOCK SOLD FOR OCTOBER	15.00
EFT31570	24/11/2020	BRIDGETOWN HISTORICAL SOCIETY INC.	CONSIGNMENT STOCK SOLD FOR OCTOBER	26.21
EFT31571	24/11/2020	BGBTA INC.	CONSIGNMENT STOCK SOLD FOR OCTOBER	45.00
EFT31572	24/11/2020	JUDITH FALL	ACCOMMODATION REFUND	548.00
EFT31573	24/11/2020	ANNE HARSE	CONSIGNMENT STOCK SOLD FOR OCTOBER	33.75
EFT31574	24/11/2020	JOHN MASLIN	CONSIGNMENT STOCK SOLD FOR OCTOBER	60.75
EFT31575	24/11/2020	RICHARD MEARES	CONSIGNMENT STOCK SOLD FOR OCTOBER	36.00
EFT31576	24/11/2020	PTWA	BUS TICKETS SOLD FOR OCTOBER	639.42
EFT31577	24/11/2020	SOUTH WEST COACH LINES	BUS TICKETS SOLD FOR OCTOBER	48.20
EFT31578	24/11/2020	WA HOLIDAY GUIDE PTY LTD	ACCOMMODATION COMMISSION FOR OCTOBER 2020	182.00
EFT31579	24/11/2020	DAVID & MICHELLE WILSON	ACCOMMODATION REFUND	120.00
EFT31580			CANCELLED	
EFT31581	24/11/2020	WUD	CONSIGNMENT STOCK SOLD FOR OCTOBER	38.85
V300194	12/11/2020	WESTPAC	TOTAL ACCOMMODATION FOR THE MONTH OF OCTOBER	12,250.83
				<u>16,133.75</u>

This schedule of accounts paid for the Municipal Fund totalling **\$827,325.76** and for the Trust Fund totalling **\$16,133.75** which was submitted to each member of the Council on 17th December 2020 has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and castings.

Total creditor accounts outstanding as at 30/11/2020 is \$284,649.15



CHIEF EXECUTIVE OFFICER

17 December 2020



Long Term Financial Plan

2021/22 to 2035/36



Shire of
Bridgetown-Greenbushes

.... simply beautiful

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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 2021/22 to 2035/36, 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.

The overall objectives of Council's LTFP are to:

- Achieve a balance between meeting the service needs of the community and remaining financially sustainable
- Ensure rates and fees are prudent and based on sound analysis that are both manageable and sustainable
- Ensure loan borrowings are able to be serviced
- Maintain a positive cash position
- Ensure Council's asset portfolio is maintained

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 2021/22 to 2035/36. The plan is based on a higher 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.



Council is currently undertaking a major review of its Strategic Community Plan with development of a new plan being finalised in 2021. Following adoption of the new Strategic Community Plan a new Corporate Business Plan will also be developed that identifies and prioritises the principal strategies and activities the Council will undertake in response to the key goals and objectives stated in the Strategic Community Plan.

This Long Term Financial Plan (LTFP) has been specifically developed to aid Council in development of its new Community Strategic Plan and Corporate Business Plan, the LTFP will provide information on Council's current and anticipated future resources capacity enabling development of an achievable Corporate Business Plan.

The draft LTFP incorporates a number of high level assumptions regarding ongoing operational expenditure and income sources. It includes funding allocations for asset renewal programs and one-off Corporate Business Plan projects of both an operational and capital nature.

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, Winnejup 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 as at 30 June 2019 indicates a population of 4,740. The table below illustrates the estimated changes in population since 2014.

Year	2014	2015	2016	2017	2018	2019
Population	4,687	4,727	4,660	4,708	4,722	4,740

Data Source: Australian Bureau of Statistics



Key Services

The Shire delivers a wide range of services and facilities to the community. The revenues and expenditure of the Shire are required to be classified in accordance with legislation. The Local Government (Financial Management) Regulations 1996 (Schedule 1 Part 1) specify the minimum program classifications to be disclosed. A summary of those program and current activities are listed below.

PROGRAM NAME	OBJECTIVE	ACTIVITIES
GOVERNANCE	To provide a decision making process for the efficient allocation of scarce resources.	Administration and operation of facilities and services to members of the council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services. Development of policies, strategic planning and long term financial plans.
GENERAL PURPOSE FUNDING	To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY	To provide services to help ensure a safer community.	Supervision of various by-laws, fire prevention, emergency services and animal control.
HEALTH	To provide an operational framework for good community health.	Food quality, pest control, and support the operation of child health clinics.
EDUCATION AND WELFARE	To support disadvantaged persons, the elderly, children and youth.	Support with the provision of day care and pre-school facilities; assistance to playgroups, retirement villages, services for senior citizens and youth, and other voluntary services.
HOUSING	Help ensure adequate housing.	Maintenance of staff and rental housing.
COMMUNITY AMENITIES	Provide services required by the community.	Rubbish collection services, operation of refuse sites, environmental protection, administration of the town planning scheme, development of land, maintenance of cemeteries, maintenance and operation of public conveniences and storm water drainage maintenance.
RECREATION AND CULTURE	To establish and manage efficiently infrastructure and resources which will help the social wellbeing of the community.	Maintenance of halls, the leisure centre and various reserves; operation of library, heritage facilities and cultural activities.
TRANSPORT	To provide effective and efficient transport services to the community.	Construction and maintenance of streets, roads, bridges, cleaning and lighting of streets, depot maintenance and parking control.
ECONOMIC SERVICES	To help promote the Shire and improve its economic wellbeing.	The regulation and provision of tourism, area promotion, economic development, building control, and management of water standpipes.
OTHER PROPERTY AND SERVICES	To monitor and control operating accounts.	Private works, plant repairs and operation costs, business unit activities and directorate costs.

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, Sport and Cultural Industries 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 various levels of operating funding with modelling occurring to consider the impact on the Shire of these alternate funding levels.

To ascertain the effect of different funding levels through scenario modelling, a base scenario was developed with a rate yield increase of 3% above inflation. Two alternative scenarios were also developed from this base. The two scenarios incorporate rate yield increases of 2.5% and 3.5% 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 with additional funding being allocated to asset renewals.

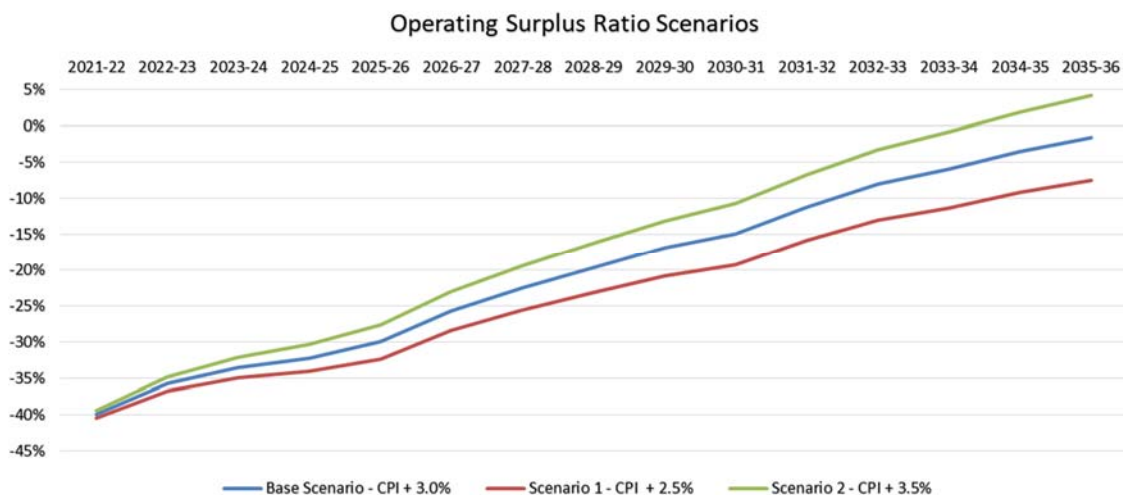
The table below reflects the accumulated impact on funding as a result of each scenario in comparison to the base scenario.

Additional / (Reduced) Funding Requirements Compared to Base Scenario

Funding Level	Accumulated Variance Over Life of the Plan	Average Variance per Annum
(Scenario one) 2.5% rate increase above inflation	(\$4,422,196)	(\$294,813)
(Scenario two) 3.5% rate increase above inflation	\$4,636,989	\$309,133

The chart below reflects the impact of the same change in total rates revenue on the Operating Surplus Ratio. The base scenario was selected as it achieves an improvement in the operating surplus ratio toward the target ratio levels set out in the Department of Local Government's published Advisory Standard while being mindful of the impact of rate increases on the community. The current target ratio levels contained in the Advisory Standard indicate a base level will be achieved when the ratio is above 0%.

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 31000:2018 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	Year 4	Years 5 -15
Inflation Estimate (Department of Treasury)	1.50%	1.75%	1.75%	2.00%	2.25%
Assumption Above or Below Inflation					
Income Category					
Rates	3.00%	3.00%	3.00%	3.00%	3.00%
Operating Grants, Subsidies & Contributions	0.00%	0.00%	0.00%	0.00%	0.00%
Fees & Charges - Statutory & Regulatory	-1.50%	-1.75%	-1.75%	-2.00%	-2.25%
Fees & Charges - Other (Discretionary)	2.00%	2.00%	2.00%	2.00%	2.00%
Interest Earnings - Unpaid Rates & Instalment Plans	-1.50%	-1.75%	-1.75%	-2.00%	-2.25%
Interest Earnings – Investments	-0.50%	-0.55%	-0.55%	-0.80%	-1.05%
Other Revenues (Including commissions)	0.00%	0.00%	0.00%	0.00%	0.00%
Expenditure Category					
Employee Costs - Salaries	0.00%	0.00%	0.25%	0.25%	0.25%
Employee Costs - Superannuation	0.00%	0.00%	0.25%	0.25%	0.25%
Employee Costs – Workers Compensation Insurance	0.00%	0.00%	0.25%	0.25%	0.25%
Employee Costs - Training	-0.20%	0.00%	0.25%	0.25%	0.25%
Employee Costs - Other	-1.50%	0.00%	0.00%	0.00%	0.00%
Utilities	1.50%	1.25%	1.25%	1.00%	0.75%
Subscriptions	0.00%	0.00%	0.00%	0.00%	0.00%
Vehicle Registrations and Statutory Charges	0.00%	0.00%	0.00%	0.00%	0.00%
Materials & Contracts	-1.50%	0.00%	0.00%	0.00%	0.00%
Insurance Expense	0.00%	0.00%	0.00%	0.00%	0.00%
Members Allowance	0.00%	0.00%	0.00%	0.00%	0.00%
Other Expenditure	-1.50%	0.00%	0.00%	0.00%	0.00%

Other Strategic Assumptions

Base operating forecasts for the 2020/21 financial year have been used as the starting point for preparation of the plan.

Income

- The General Purpose Funding grant will decrease by 2% for Years 1 to 5, increases in line with inflation forecasts have been applied in Years 6 to 15
- The Road General Purpose Funding grant and Main Roads Direct grant will increase by CPI for years 1-15
- 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. Any review of these depreciation rates and condition ratings may have a significant impact on future year depreciation expenses
- Council will continue to fund its ongoing capital works plans at the funding levels established in 2019/20 indexed annually by a combination of the CPI and wage price index
- The ongoing funding allocation for 'infrastructure' capital works has been split between asset renewal and upgrade/new at the rate of 75% renewal and 25% upgrade/new
- The ongoing funding allocation for 'building' capital works has been fully allocated to building renewals
- Year 1 of the plan incorporates funding of Corporate Business Plan (CBP) actions as identified in Council's current CBP. Year 2 includes an allocation of \$204,000 and from year 3 onwards an allocation of \$250,000 indexed annually by CPI for the remainder of the plan. Commencing in year 2 these allocations have been split between one-off projects of an operational nature and capital asset expenditure. 60% has been allocated to capital asset projects and 40% for operational projects. Operational projects can include items such as biannual election costs, development of strategic documents, concept plans, one off marketing and area promotion initiatives
- The impact of new capital projects on operating expenditure (i.e. increased: maintenance, repairs, insurance, utilities etc.) estimated at 1.5% of capital expenditure has been included to recognise whole-of-life costs
- Allocation of funds for Community Grants and Services Agreements will increase by 5% in Years 3, 8 and 12

Other

- Existing service levels will be maintained
- Provision of waste services will be fully funded by the raising of a waste rate under the provisions of the WARR Act. The rate will remain constant throughout the life of the plan with surplus funds being transferred to the Sanitation and Post Closure Reserves as loans are retired
- The same level of internal labor, overheads and plant usage will be allocated to the capital works program each year
- Funding of the plant and light fleet replacement program is fully funded by the use of reserves to ensure a constant level of net funding each year
- 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 proposed changes to the Strategic Community Plan and Corporate Business Plan. This enables the Shire to determine its capability to deliver any 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.

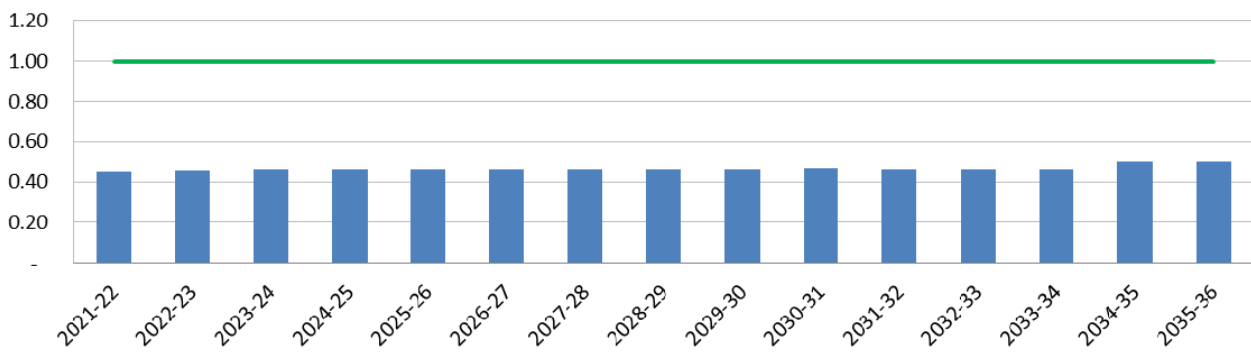
To maintain comparability across the Industry, these ratios and their respective target ranges have been derived from the Department of Local Government, Sport and Cultural Industries Long Term Financial Planning Framework and Guidelines, Department of Local Government, Sport and Cultural Industries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

Ratio Targets

The Department of Local Government, Sport and Cultural Industries 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.

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.

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**

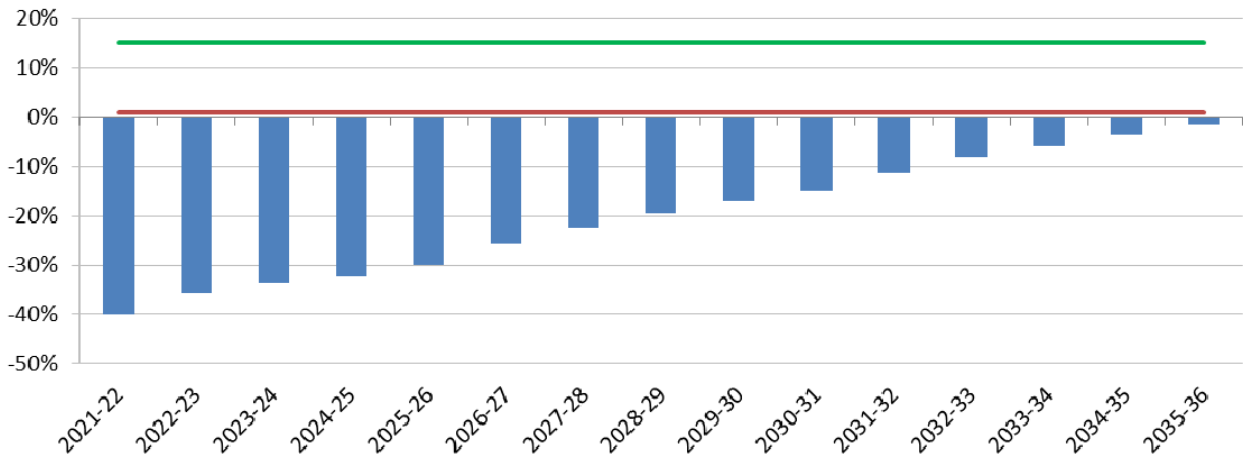
A ratio of greater than 100% indicates the Shire has more current assets than current liabilities.

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



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

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 with less reliance on grant funding for this purpose.

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%**

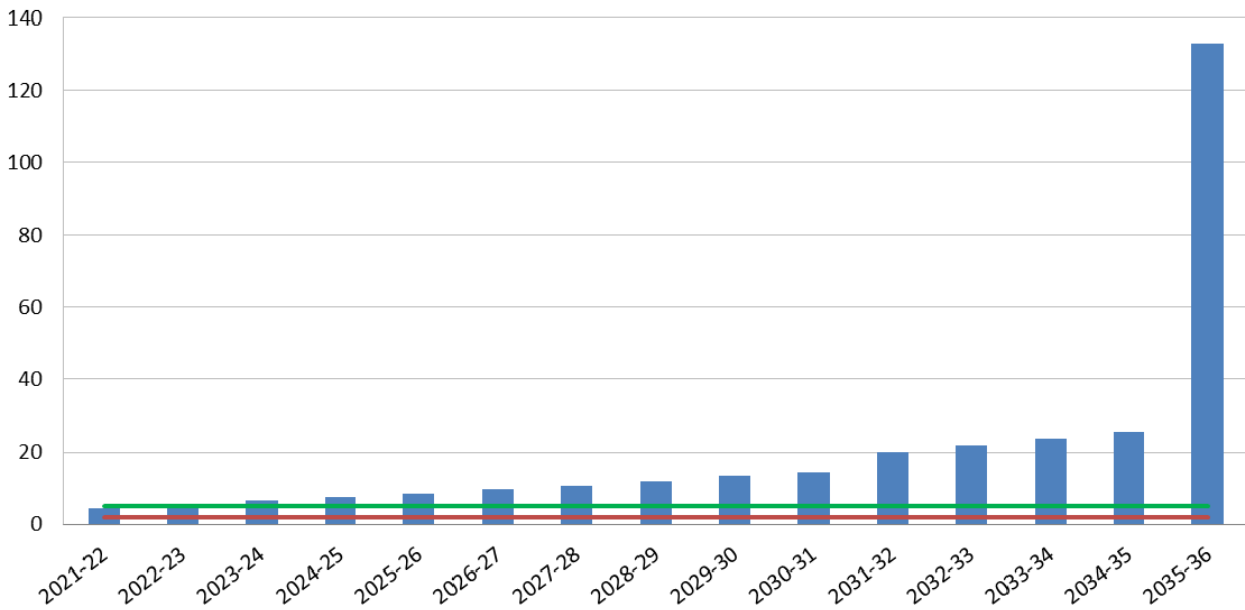
An intermediate standard is achieved if the ratio is between 60% and 90%.

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



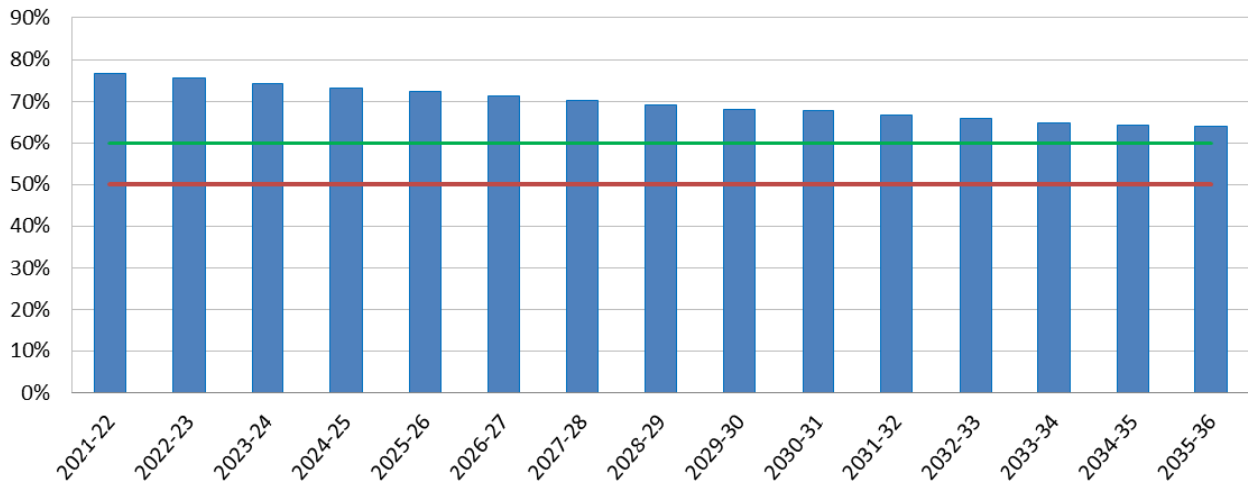
$$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$$

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 some capacity to borrow in the short to medium term with increasing capacity during the longer term.

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.

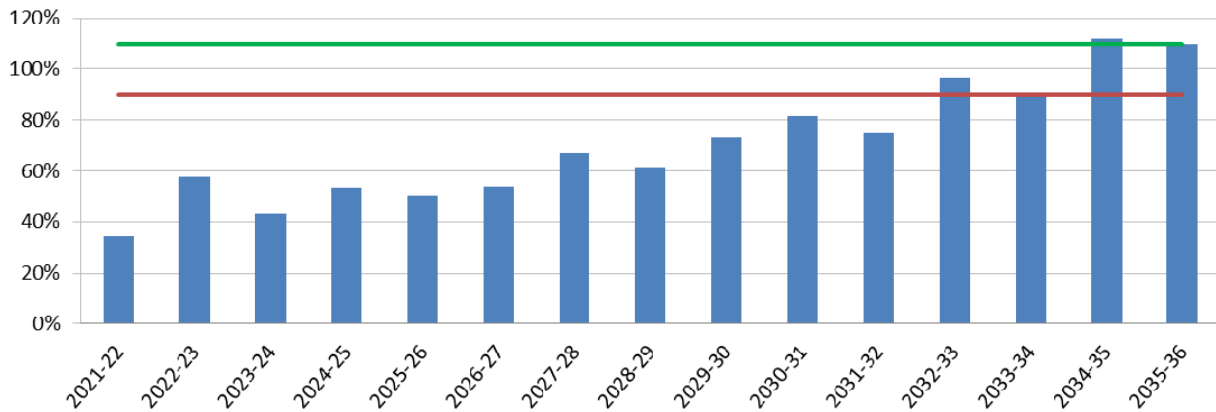
Standard Not Met – lower than 50%

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 advanced target range for the life of the plan.

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%

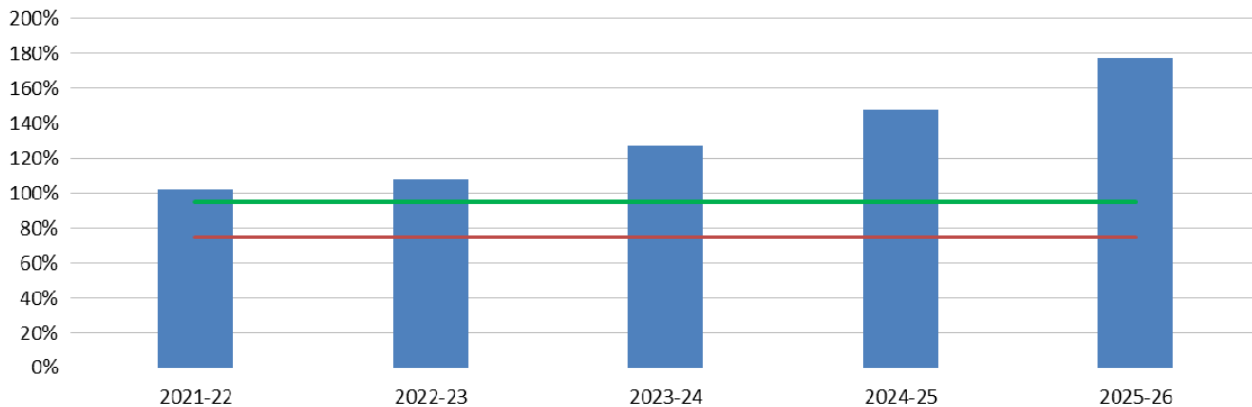
Basic Standard is met if asset sustainability ratio is between 90% and 110%.

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 in years 1 to 11 but improves in the later years with increased investment in asset renewals. When this ratio is read in conjunction with the Asset Renewal Funding Ratio and Asset Consumption 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



NPV of planned capital renewals over 10 years
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 intermediate standard with planned asset renewal expenditure being greater than required asset renewal expenditure as set out in Council’s 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.

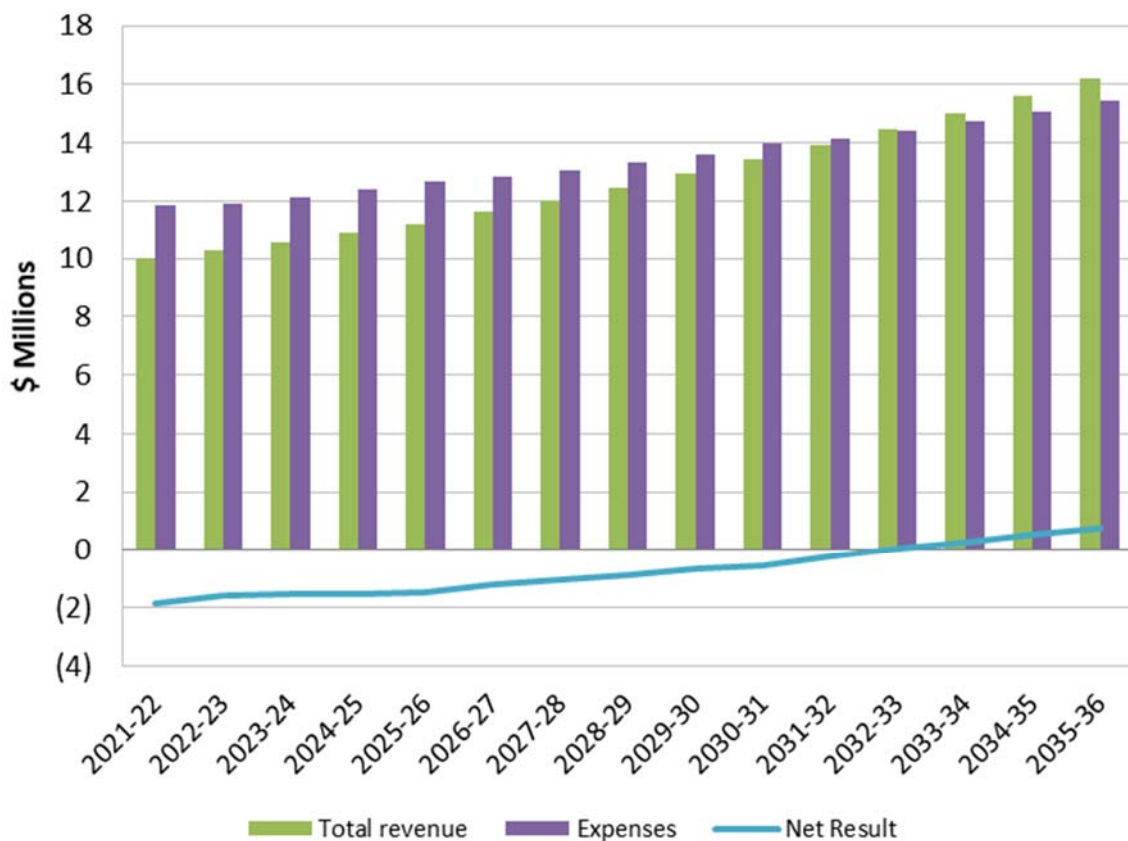
The plan shows a balanced budget for each of the fifteen financial years. There is a steady growth in net funding from operational activities arising from the proposed operating revenues and expenditures that enables funds to flow to the provision and renewal of community assets. These results enhance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

Operations

The chart below shows the operating revenues and operating 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 \$39.134m over the 15 years in untied operating grants, program specific grants, subsidies and contributions to maintain its current level of operations and services.

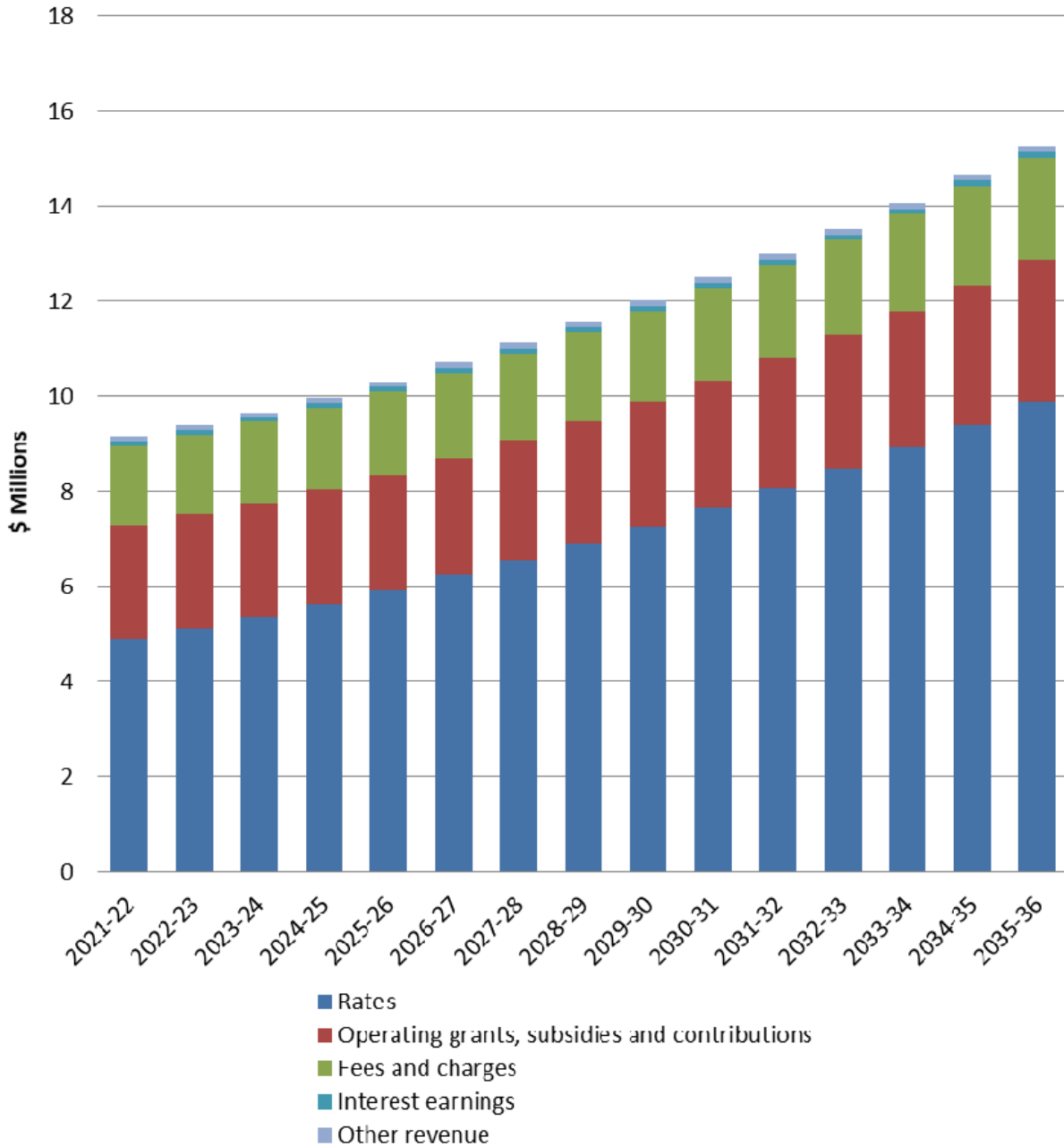
Forecast Comprehensive Income



Revenue

The breakdown of 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.

Forecast Operating Revenues



Rates

Rates are expected to generate \$4.89m in 2021/22 increasing to \$9.90m in 2035/36. Rate revenue is forecast to increase by 3% per annum above estimated inflation 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 \$2.40m in 2021/22 to \$2.98m in 2035/36. Based on indicative advice from the Western Australian Grants Commission received in 2019 it is estimated the Shire will receive a decrease in its operating grants for the first 5 years of the plan. It is estimated the level of operating grant revenue will not reach the levels experienced in 2018/19 until Year 7 of the plan.

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 Western Australia and the allocation methodology adopted by the WA Local Government Grants Commission.

Capital Grants

It has been forecast that the Roads to Recovery Grant and Regional Road Group funding will be maintained throughout the life of plan in line with historical levels and inflationary increases applied. These grants funds have been allocated to assist with delivery of Council's ongoing roads capital works program.

This Long Term Financial Plan (LTFP) has been specifically developed to aid Council in development of its new Community Strategic Plan and Corporate Business Plan, and will provide information on Council's current and anticipated future resources capacity to enable development of an achievable Corporate Business Plan. During the process of developing the Corporate Business Plan major projects will be identified along with anticipated funding sources. The Long Term Financial Plan will be updated to reflect the identification of capital projects to be funded with the assistance of grant funds.

Fees and Charges

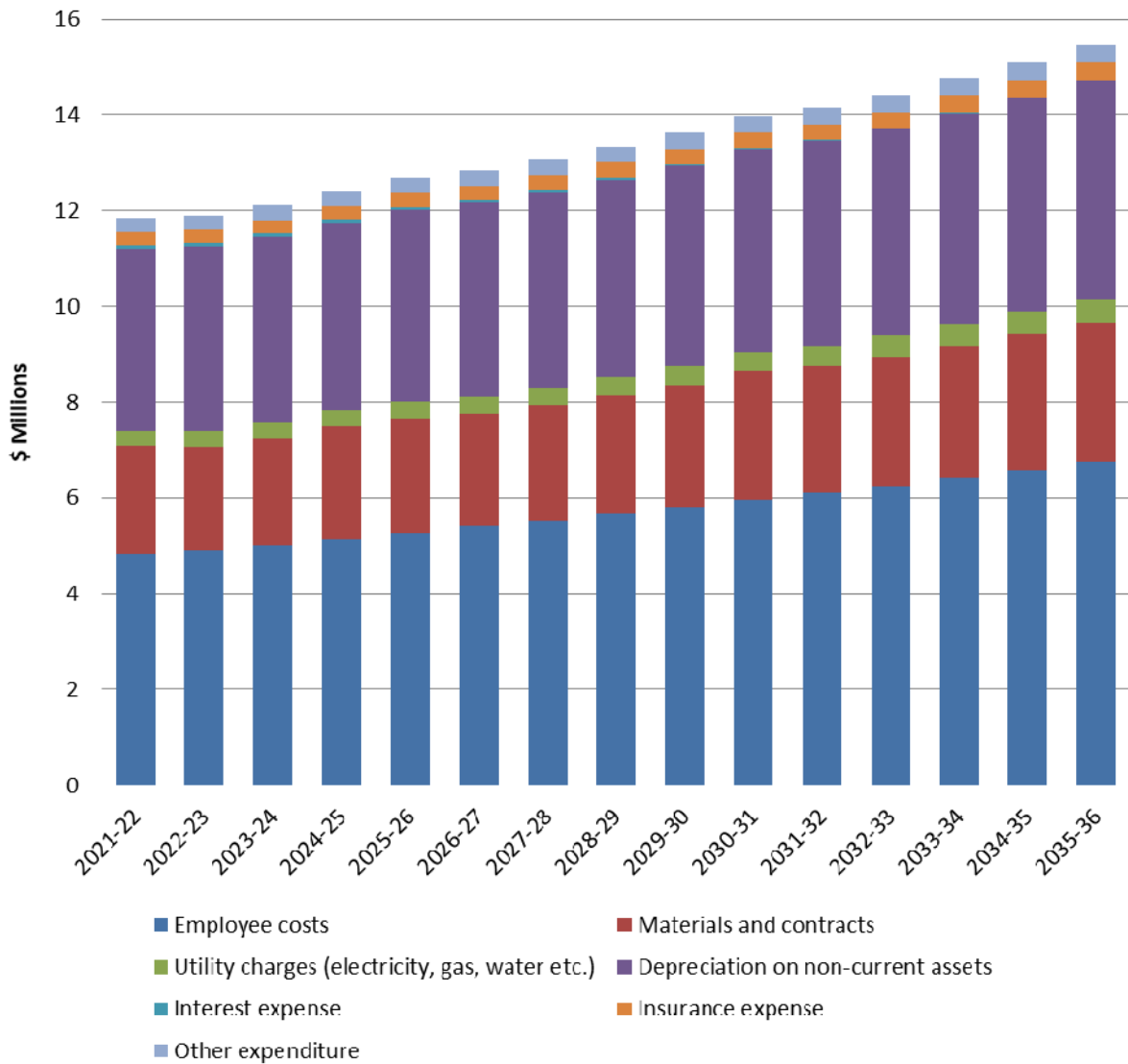
Discretionary fees and charges are planned to increase by 2% per annum above estimated inflation to match estimated additional costs in service delivery.

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

A breakdown of operating expenses in each of the 15 years is shown below.

Forecast Operating Expenditure



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.

Utilities

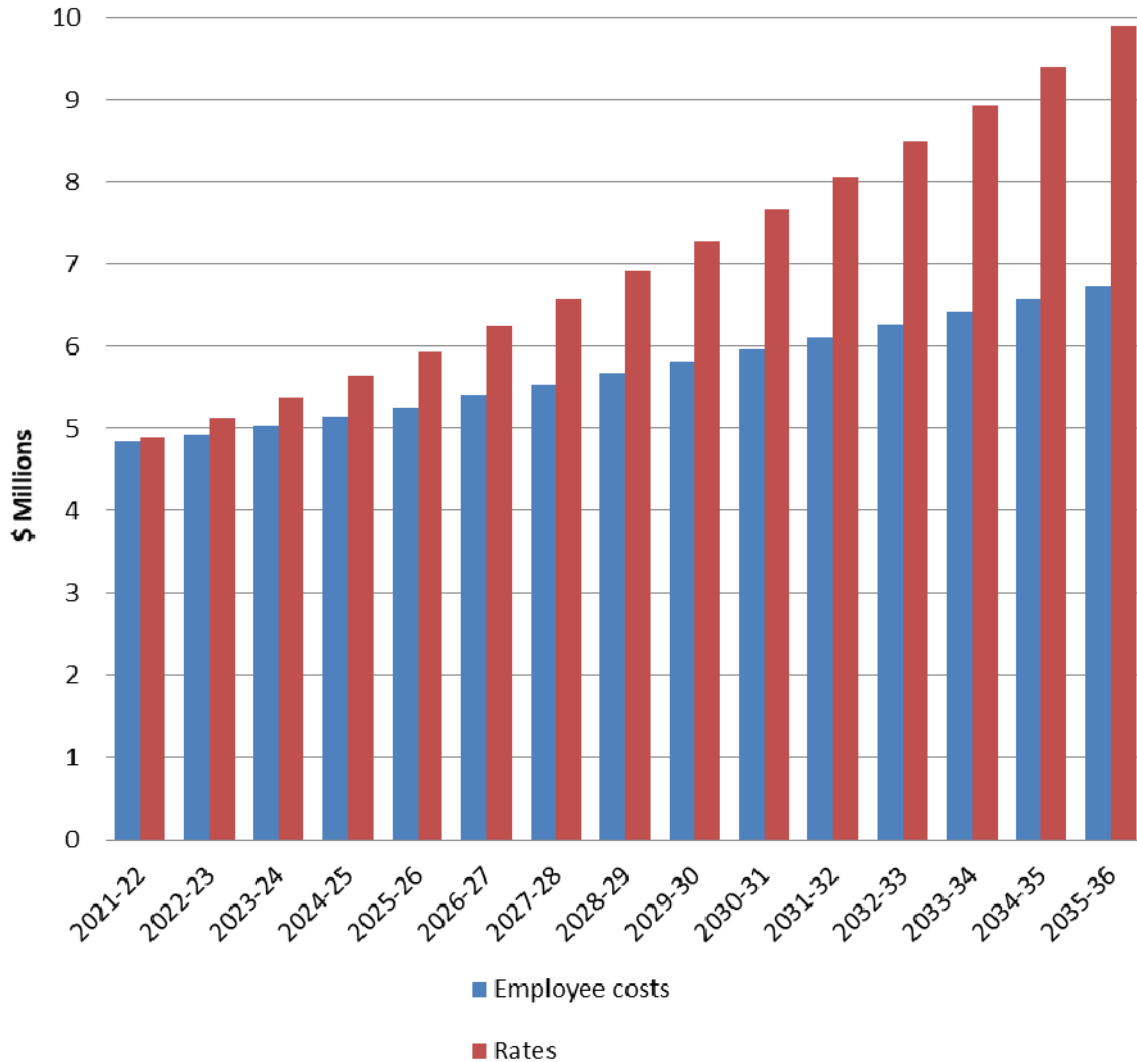
In line with recent trends utility costs are expected to increase greater than inflation estimates. For the life of the plan an annual increase of 3% has been assumed.

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.

The following chart shows employee costs versus rate revenue.

Employee Costs v Rates Revenue



Insurance

Insurance expenditure included in year one has been based on historical levels of insurance cover. The inflation indexation rate is considered a reasonable estimate to forecast insurance expenses for the remainder of the fifteen year period.

Depreciation

All assets are valued at fair value and depreciation is based on an assessment of the remaining useful life of each asset. The plan assumes an increase in the fair value of Council’s assets in line with inflation estimates and revaluation timelines as required by the Local Government (*Financial Management*) Regulations. 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

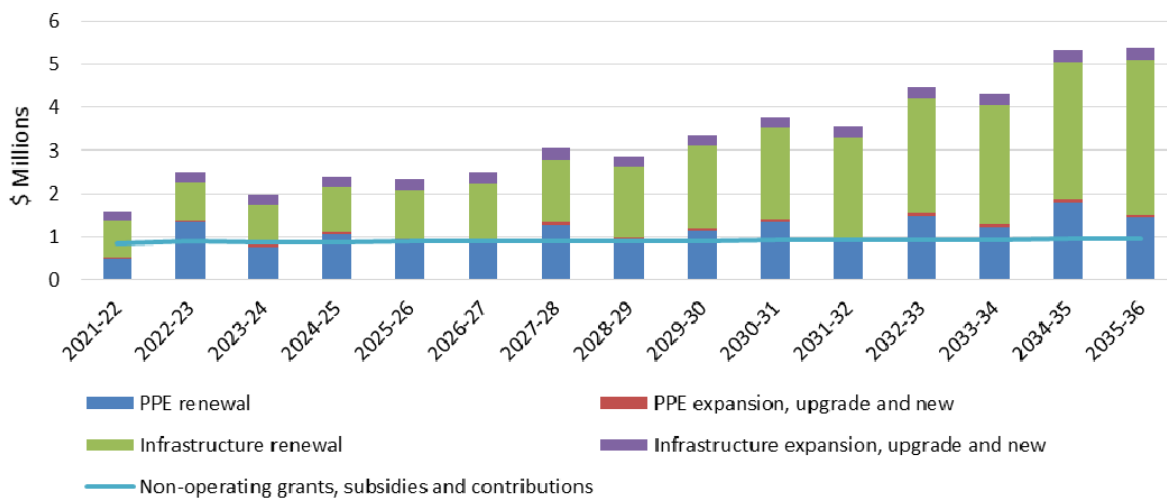
Forward Capital Works

The plan includes the following capital works funding allocations:

- Allocation for capital works plans at funding levels established in 2019/20 indexed annually by a combination of the CPI and wage price index.
- The ongoing funding allocation for 'infrastructure' capital works has been split between asset renewal and upgrade/new at the rate of 75% renewal and 25% upgrade/new.
- The ongoing funding allocation for 'building' capital works has been fully allocated to building renewals.
- Year 1 of the plan incorporates funding of Corporate Business Plan (CBP) actions as identified in Council's current CBP. Year 2 includes an allocation of \$204,000 and from year 3 onwards an allocation of \$250,000 indexed annually by CPI for the remainder of the plan. Commencing in year 2 these allocations have been split between one-off projects of an operational nature and capital asset expenditure. 60% has been allocated to capital works.
- Full funding of the plant and light fleet replacement program.

The Long Term Financial Plan will be updated with additional capital works identified during the development of the Corporate Business Plan along with identified funding sources.

Forecast Capital Expenditure



Financing

Borrowings

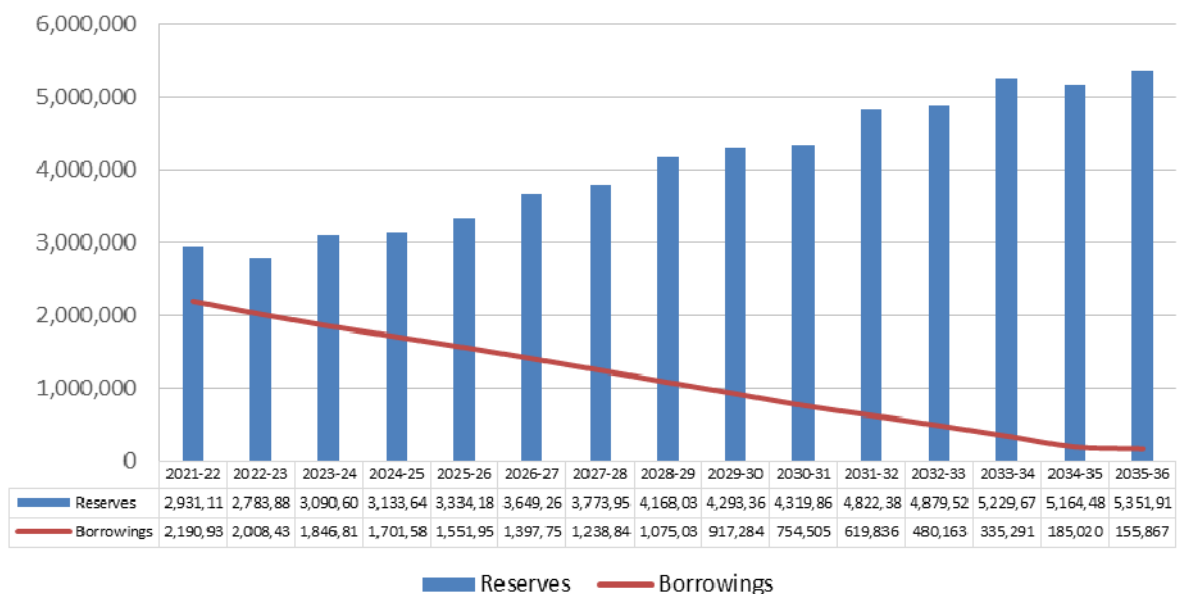
The total principal outstanding on all borrowings reduces over the life of the plan, this provides the Shire with increasing capacity to borrow. There are no new borrowings proposed for the duration of the plan. The Long Term Financial Plan will be updated with new borrowings identified during development of the Corporate Business Plan.

Cash Reserves

The balance of cash reserves are forecast to increase over the life of the plan. Dips in total reserve balances for individual 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. A statement detailing individual reserves is included in the Forecast Financial Statements.

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



Summary

The Long Term Financial Plan provides a sound framework that will allow the Council to set priorities within its resourcing capabilities to sustainably deliver the assets and services required by the community.

The Plan will be continuously reviewed to reflect the prevailing economic conditions and changing community needs placed on the Shire. In compiling the Plan, consideration has been given to the economic drivers that will influence the future cost of providing facilities and services. The values disclosed in the Plan therefore represent estimated future prices and costs.

One of the key challenges for the Shire is to ensure it achieves ongoing financial sustainability in order to provide appropriate services and infrastructure for the community into the future. The long term financial estimates are an integral part of Council's strategic planning process and represent a fifteen year rolling plan that informs the Corporate Business Plan to activate Strategic Community Plan priorities. It indicates the Shire's long term financial sustainability, allows early identification of financial issues and their longer term impacts. This plan addresses the operating and capital needs placed on the Shire over the next 15 years.

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 (page 27-28)

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 (page 29)

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.

Statement of Changes in Equity (page 30)

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 (page 31)

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

Statement of Funding (page 32)

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 (page 33)

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

Statement of Movements in Fixed Assets (page 34)

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 (page 35)

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

Reserves Forecast (page 36-39)

A summary of transfers to and from various cash reserves.

Forecast Ratio Analysis (page 40)

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

Capital Works Summary (page 41-55)

Information showing the allocation of funds to various capital works programs and corresponding funding sources.

Shire of Bridgetown-Greenbushes
Forecast Statement of Comprehensive Income - by Nature or Type
For the period 2021 - 2036

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revenues															
Rates	4,891,798	5,124,898	5,368,331	5,636,747	5,932,676	6,244,142	6,571,959	6,916,987	7,280,129	7,662,336	8,064,609	8,488,001	8,933,621	9,402,636	9,896,275
Operating grants, subsidies and contributions	2,401,768	2,399,552	2,398,147	2,400,574	2,407,005	2,458,913	2,511,989	2,566,259	2,621,749	2,678,488	2,736,505	2,795,826	2,856,482	2,918,503	2,981,920
Fees and charges	1,661,155	1,670,764	1,697,120	1,726,428	1,758,889	1,792,466	1,827,204	1,861,922	1,897,789	1,934,845	1,973,139	2,012,712	2,053,614	2,095,904	2,139,628
Interest earnings	93,221	96,067	95,038	97,184	97,487	98,890	101,095	101,968	104,729	105,601	105,789	109,308	109,706	112,159	111,705
Other revenue	109,180	110,528	111,897	113,485	115,301	117,160	119,057	121,000	122,986	125,018	127,096	129,220	131,393	133,614	135,885
	9,157,122	9,401,809	9,670,533	9,974,418	10,311,358	10,711,571	11,131,304	11,568,136	12,027,382	12,506,288	13,007,138	13,535,067	14,084,816	14,662,816	15,265,413
Expenses															
Employee costs	(4,842,689)	(4,927,431)	(5,025,761)	(5,138,624)	(5,266,880)	(5,398,335)	(5,533,064)	(5,671,160)	(5,812,711)	(5,957,797)	(6,106,497)	(6,258,907)	(6,415,130)	(6,575,242)	(6,739,349)
Materials and contracts	(2,238,071)	(2,151,333)	(2,209,849)	(2,349,318)	(2,391,390)	(2,356,933)	(2,410,074)	(2,464,416)	(2,549,555)	(2,685,627)	(2,635,389)	(2,695,278)	(2,756,538)	(2,852,603)	(2,917,276)
Utility charges (electricity, gas, water etc.)	(312,855)	(322,237)	(331,904)	(341,860)	(352,117)	(362,682)	(373,564)	(384,770)	(396,315)	(408,204)	(420,452)	(433,068)	(446,059)	(459,440)	(473,222)
Depreciation on non-current assets	(3,817,515)	(3,859,509)	(3,883,883)	(3,925,853)	(4,008,308)	(4,042,139)	(4,079,323)	(4,126,017)	(4,166,097)	(4,223,859)	(4,285,925)	(4,300,081)	(4,409,705)	(4,458,281)	(4,583,191)
Interest expense	(72,862)	(67,094)	(62,135)	(57,631)	(53,226)	(48,666)	(43,945)	(39,054)	(34,045)	(29,020)	(23,908)	(18,904)	(13,705)	(8,306)	(3,964)
Insurance expense	(268,537)	(273,235)	(278,013)	(283,572)	(289,953)	(296,477)	(303,148)	(309,965)	(316,942)	(324,072)	(331,361)	(338,815)	(346,438)	(354,231)	(362,196)
Other expenditure	(301,225)	(303,404)	(314,162)	(316,743)	(319,701)	(322,724)	(325,815)	(337,946)	(341,178)	(344,486)	(347,871)	(351,329)	(364,278)	(367,891)	(371,585)
	(11,853,754)	(11,904,243)	(12,105,707)	(12,413,601)	(12,681,575)	(12,827,956)	(13,068,933)	(13,333,328)	(13,616,843)	(13,973,065)	(14,151,403)	(14,396,382)	(14,751,853)	(15,075,994)	(15,450,783)
	(2,696,632)	(2,502,434)	(2,435,174)	(2,439,183)	(2,370,217)	(2,116,385)	(1,937,629)	(1,765,192)	(1,589,461)	(1,466,777)	(1,144,265)	(861,315)	(667,037)	(413,178)	(185,370)
Non-operating grants, subsidies and contributions	852,704	897,704	880,704	884,704	898,767	902,767	905,767	909,767	913,767	929,069	933,069	937,069	941,069	946,069	961,616
NET RESULT	(1,843,928)	(1,604,730)	(1,554,470)	(1,554,479)	(1,471,450)	(1,213,618)	(1,031,862)	(855,425)	(675,694)	(537,708)	(211,196)	75,754	274,032	532,891	776,246
Other Comprehensive Income	0	0	0	544,486	3,659,792	0	0	0	531,819	3,618,411	0	0	0	528,556	3,684,804
TOTAL COMPREHENSIVE INCOME	(1,843,928)	(1,604,730)	(1,554,470)	(1,009,993)	2,188,342	(1,213,618)	(1,031,862)	(855,425)	(143,875)	3,080,703	(211,196)	75,754	274,032	1,061,447	4,461,050

Shire of Bridgetown-Greenbushes
Forecast Statement of Comprehensive Income - by Program
For the period 2021 - 2036

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revenue															
Governance	378	388	398	409	421	433	446	459	473	487	502	517	533	549	566
General purpose funding	6,870,712	7,099,027	7,333,649	7,599,111	7,893,041	8,248,939	8,623,008	9,014,001	9,426,065	9,856,402	10,307,244	10,783,688	11,280,420	11,803,812	12,350,159
Law, order, public safety	459,411	465,351	471,397	478,415	486,456	494,685	503,106	511,723	520,541	529,562	538,794	548,239	557,905	567,797	577,922
Health	14,594	15,141	15,709	16,337	17,031	17,755	18,509	19,296	20,116	20,971	21,862	22,792	23,761	24,771	25,823
Education and welfare	5,947	6,051	6,156	6,279	6,420	6,564	6,711	6,862	7,016	7,174	7,335	7,500	7,668	7,840	8,017
Housing	33,098	33,132	33,167	33,203	33,240	33,278	33,317	33,357	33,398	33,441	33,485	33,530	33,577	33,625	33,674
Community amenities	1,091,627	1,086,879	1,098,388	1,111,227	1,125,473	1,140,132	1,155,219	1,169,531	1,184,202	1,199,245	1,214,674	1,230,496	1,246,726	1,263,378	1,280,466
Recreation and culture	261,502	268,885	277,453	286,982	297,549	308,547	319,989	331,895	344,285	357,177	370,593	384,553	399,080	414,203	429,943
Transport	180,970	184,046	187,179	190,812	194,974	199,233	203,594	208,057	212,625	217,299	222,084	226,982	231,995	237,128	242,381
Economic services	126,742	129,055	131,438	134,014	136,794	139,664	142,630	145,690	148,850	152,116	155,488	158,971	162,569	166,285	170,125
Other property and services	112,141	113,854	115,599	117,629	119,959	122,341	124,775	127,265	129,811	132,414	135,077	137,799	140,582	143,428	146,337
	9,157,122	9,401,809	9,670,533	9,974,418	10,311,358	10,711,571	11,131,304	11,568,136	12,027,382	12,506,288	13,007,138	13,535,067	14,084,816	14,662,816	15,265,413
Expenses Excluding Finance Costs															
Governance	(1,116,647)	(1,126,983)	(1,169,696)	(1,194,879)	(1,223,231)	(1,252,246)	(1,281,965)	(1,313,258)	(1,344,432)	(1,376,368)	(1,409,076)	(1,442,551)	(1,477,774)	(1,512,902)	(1,548,916)
General purpose funding	(122,898)	(125,045)	(127,416)	(198,791)	(133,243)	(136,411)	(139,653)	(142,974)	(146,377)	(228,304)	(153,425)	(157,075)	(160,811)	(164,637)	(168,553)
Law, order, public safety	(1,069,090)	(1,084,681)	(1,100,443)	(1,119,418)	(1,142,966)	(1,164,039)	(1,185,774)	(1,208,541)	(1,231,391)	(1,255,784)	(1,280,931)	(1,303,724)	(1,332,748)	(1,358,664)	(1,389,693)
Health	(151,015)	(153,553)	(156,796)	(160,174)	(164,015)	(167,949)	(171,983)	(176,432)	(180,668)	(185,011)	(189,460)	(194,023)	(199,030)	(203,822)	(208,734)
Education and welfare	(166,591)	(168,510)	(173,122)	(175,575)	(178,525)	(181,313)	(184,180)	(189,814)	(192,831)	(195,999)	(199,259)	(202,369)	(208,785)	(212,206)	(216,061)
Housing	(22,528)	(22,853)	(23,082)	(23,399)	(23,944)	(24,252)	(24,582)	(24,963)	(25,317)	(25,763)	(26,236)	(26,477)	(27,197)	(27,619)	(28,424)
Community amenities	(1,748,405)	(1,761,358)	(1,793,694)	(1,829,301)	(1,871,569)	(1,912,531)	(1,954,595)	(2,000,330)	(2,044,517)	(2,090,601)	(2,137,927)	(2,184,125)	(2,238,189)	(2,288,188)	(2,342,857)
Recreation and culture	(2,624,793)	(2,611,562)	(2,655,897)	(2,707,169)	(2,770,088)	(2,811,803)	(2,869,997)	(2,932,102)	(2,993,394)	(3,058,774)	(3,111,294)	(3,172,750)	(3,251,566)	(3,321,717)	(3,404,539)
Transport	(4,089,560)	(4,118,288)	(4,188,854)	(4,258,445)	(4,357,477)	(4,413,400)	(4,487,249)	(4,568,153)	(4,646,307)	(4,736,456)	(4,815,607)	(4,881,881)	(5,007,265)	(5,097,193)	(5,234,693)
Economic services	(639,132)	(636,709)	(632,439)	(645,888)	(661,260)	(676,652)	(692,448)	(709,488)	(726,082)	(743,201)	(760,761)	(778,412)	(798,001)	(816,778)	(836,543)
Other property and services	(30,233)	(27,607)	(22,133)	(42,931)	(102,031)	(38,694)	(32,562)	(28,219)	(51,482)	(47,784)	(43,519)	(34,091)	(36,782)	(63,962)	(67,806)
	(11,780,892)	(11,837,149)	(12,043,572)	(12,355,970)	(12,628,349)	(12,779,290)	(13,024,988)	(13,294,274)	(13,582,798)	(13,944,045)	(14,127,495)	(14,377,478)	(14,738,148)	(15,067,688)	(15,446,819)
Finance Costs															
Community amenities	(4,447)	(2,462)	(1,423)	(979)	(780)	(578)	(371)	(161)	0	0	0	0	0	0	0
Recreation and culture	(68,415)	(64,632)	(60,712)	(56,652)	(52,446)	(48,088)	(43,574)	(38,893)	(34,045)	(29,020)	(23,908)	(18,904)	(13,705)	(8,306)	(3,964)
	(72,862)	(67,094)	(62,135)	(57,631)	(53,226)	(48,666)	(43,945)	(39,054)	(34,045)	(29,020)	(23,908)	(18,904)	(13,705)	(8,306)	(3,964)
Non Operating Grants, Subsidies and Contributions															
Recreation and culture	0	20,000	0	0	0	0	0	0	0	0	0	0	0	0	0
Transport	852,704	877,704	880,704	884,704	898,767	902,767	905,767	909,767	913,767	929,069	933,069	937,069	941,069	946,069	961,616
	852,704	897,704	880,704	884,704	898,767	902,767	905,767	909,767	913,767	929,069	933,069	937,069	941,069	946,069	961,616
NET RESULT	(1,843,928)	(1,604,730)	(1,554,470)	(1,554,479)	(1,471,450)	(1,213,618)	(1,031,862)	(855,425)	(675,694)	(537,708)	(211,196)	75,754	274,032	532,891	776,246
Other Comprehensive Income	0	0	0	544,486	3,659,792	0	0	0	531,819	3,618,411	0	0	0	528,556	3,684,804
TOTAL COMPREHENSIVE INCOME	(1,843,928)	(1,604,730)	(1,554,470)	(1,009,993)	2,188,342	(1,213,618)	(1,031,862)	(855,425)	(143,875)	3,080,703	(211,196)	75,754	274,032	1,061,447	4,461,050

Shire of Bridgetown-Greenbushes
Forecast Statement of Financial Position
For the period 2021 - 2036

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	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	30 June 33	30 June 34	30 June 35	30 June 36
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
CURRENT ASSETS															
Unrestricted Cash and Equivalents	316,081	316,081	316,081	316,081	316,081	316,081	316,081	316,081	316,081	316,081	316,081	316,081	316,081	316,081	316,081
Restricted Cash and Cash Equivalent	3,021,113	2,873,883	3,180,602	3,223,647	3,424,186	3,739,265	3,863,956	4,258,039	4,383,360	4,409,869	4,912,386	4,969,526	5,319,672	5,254,480	5,441,910
Trade and Other Receivables	387,167	387,167	387,167	387,167	387,167	387,167	387,167	387,167	387,167	387,167	387,167	387,167	387,167	387,167	387,167
Inventories	20,406	20,406	20,406	20,406	20,406	20,406	20,406	20,406	20,406	20,406	20,406	20,406	20,406	20,406	20,406
TOTAL CURRENT ASSETS	3,744,767	3,597,537	3,904,256	3,947,301	4,147,840	4,462,919	4,587,610	4,981,693	5,107,014	5,133,523	5,636,040	5,693,180	6,043,326	5,978,134	6,165,564
NON-CURRENT ASSETS															
Other Receivables	235,742	235,742	235,742	235,742	235,742	235,742	235,742	235,742	235,742	235,742	235,742	235,742	235,742	235,742	235,742
Property Plant and Equipment	37,478,368	37,411,538	36,923,737	37,185,468	36,792,064	36,372,505	36,173,660	35,736,504	36,024,178	35,868,391	35,374,357	35,346,080	35,140,599	35,750,704	35,616,858
Infrastructure	167,225,596	165,652,426	164,117,417	162,657,419	164,888,992	163,625,660	162,509,037	161,532,879	160,818,255	163,865,457	163,511,109	163,418,327	163,402,822	163,769,085	168,147,398
TOTAL NON-CURRENT ASSETS	204,939,706	203,299,706	201,276,896	200,078,629	201,916,798	200,233,907	198,918,439	197,505,125	197,078,175	199,969,590	199,121,208	199,000,149	198,779,163	199,755,531	203,999,998
TOTAL ASSETS	208,684,473	206,897,243	205,181,152	204,025,930	206,064,638	204,696,826	203,506,049	202,486,818	202,185,189	205,103,113	204,757,248	204,693,329	204,822,489	205,733,665	210,165,562
CURRENT LIABILITIES															
Trade and Other Payables	813,654	813,654	813,654	813,654	813,654	813,654	813,654	813,654	813,654	813,654	813,654	813,654	813,654	813,654	813,654
Current Portion of Long-term Liabilities	182,500	161,621	145,229	149,634	154,194	158,915	163,806	157,754	162,779	134,669	139,673	144,872	150,271	29,153	29,806
Provisions	796,444	796,444	796,444	796,444	796,444	796,444	796,444	796,444	796,444	796,444	796,444	796,444	796,444	796,444	796,444
TOTAL CURRENT LIABILITIES	1,792,598	1,771,719	1,755,327	1,759,732	1,764,292	1,769,013	1,773,904	1,767,852	1,772,877	1,744,767	1,749,771	1,754,970	1,760,369	1,639,251	1,639,904
NON-CURRENT LIABILITIES															
Long-term Borrowings	2,008,437	1,846,816	1,701,587	1,551,953	1,397,759	1,238,844	1,075,038	917,284	754,505	619,836	480,163	335,291	185,020	155,867	126,061
Provisions	57,794	57,794	57,794	57,794	57,794	57,794	57,794	57,794	57,794	57,794	57,794	57,794	57,794	57,794	57,794
TOTAL NON-CURRENT LIABILITIES	2,066,231	1,904,610	1,759,381	1,609,747	1,455,553	1,296,638	1,132,832	975,078	812,299	677,630	537,957	393,085	242,814	213,661	183,855
TOTAL LIABILITIES	3,858,829	3,676,329	3,514,708	3,369,479	3,219,845	3,065,651	2,906,736	2,742,930	2,585,176	2,422,397	2,287,728	2,148,055	2,003,183	1,852,912	1,823,759
NET ASSETS	204,825,644	203,220,914	201,666,444	200,656,451	202,844,793	201,631,175	200,599,313	199,743,888	199,600,013	202,680,716	202,469,520	202,545,274	202,819,306	203,880,753	208,341,803
EQUITY															
Retained Surplus	112,369,486	110,911,986	109,050,797	107,453,273	105,781,284	104,252,587	103,096,034	101,846,526	101,045,511	100,481,294	99,767,581	99,786,195	99,710,081	100,308,164	100,896,980
Reserves - Cash Backed	2,931,113	2,783,883	3,090,602	3,133,647	3,334,186	3,649,265	3,773,956	4,168,039	4,293,360	4,319,869	4,822,386	4,879,526	5,229,672	5,164,480	5,351,910
Asset Revaluation Surplus	89,525,045	89,525,045	89,525,045	90,069,531	93,729,323	93,729,323	93,729,323	93,729,323	94,261,142	97,879,553	97,879,553	97,879,553	97,879,553	98,408,109	102,092,913
TOTAL EQUITY	204,825,644	203,220,914	201,666,444	200,656,451	202,844,793	201,631,175	200,599,313	199,743,888	199,600,013	202,680,716	202,469,520	202,545,274	202,819,306	203,880,753	208,341,803

Shire of Bridgetown-Greenbushes
Forecast Statement of Changes in Equity
For the period 2021 - 2036

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	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	30 June 33	30 June 34	30 June 35	30 June 36
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
RETAINED SURPLUS															
Opening Balance	114,620,144	112,369,486	110,911,986	109,050,797	107,453,273	105,781,284	104,252,587	103,096,034	101,846,526	101,045,511	100,481,294	99,767,581	99,786,195	99,710,081	100,308,164
Net Result	(1,843,928)	(1,604,730)	(1,554,470)	(1,554,479)	(1,471,450)	(1,213,618)	(1,031,862)	(855,425)	(675,694)	(537,708)	(211,196)	75,754	274,032	532,891	776,246
Amount transferred (to)/from Reserves	(406,730)	147,230	(306,719)	(43,045)	(200,539)	(315,079)	(124,691)	(394,083)	(125,321)	(26,509)	(502,517)	(57,140)	(350,146)	65,192	(187,430)
Closing Balance	112,369,486	110,911,986	109,050,797	107,453,273	105,781,284	104,252,587	103,096,034	101,846,526	101,045,511	100,481,294	99,767,581	99,786,195	99,710,081	100,308,164	100,896,980
RESERVES - CASH/INVESTMENT BACKED															
Opening Balance	2,524,383	2,931,113	2,783,883	3,090,602	3,133,647	3,334,186	3,649,265	3,773,956	4,168,039	4,293,360	4,319,869	4,822,386	4,879,526	5,229,672	5,164,480
Amount transferred to/(from) Retained Surplus	406,730	(147,230)	306,719	43,045	200,539	315,079	124,691	394,083	125,321	26,509	502,517	57,140	350,146	(65,192)	187,430
Closing Balance	2,931,113	2,783,883	3,090,602	3,133,647	3,334,186	3,649,265	3,773,956	4,168,039	4,293,360	4,319,869	4,822,386	4,879,526	5,229,672	5,164,480	5,351,910
ASSET REVALUATION SURPLUS															
Opening Balance	89,525,045	89,525,045	89,525,045	89,525,045	90,069,531	93,729,323	93,729,323	93,729,323	93,729,323	94,261,142	97,879,553	97,879,553	97,879,553	97,879,553	98,408,109
Total Other Comprehensive Income	0	0	0	544,486	3,659,792	0	0	0	531,819	3,618,411	0	0	0	528,556	3,684,804
Closing Balance	89,525,045	89,525,045	89,525,045	90,069,531	93,729,323	93,729,323	93,729,323	93,729,323	94,261,142	97,879,553	97,879,553	97,879,553	97,879,553	98,408,109	102,092,913
TOTAL EQUITY	204,825,644	203,220,914	201,666,444	200,656,451	202,844,793	201,631,175	200,599,313	199,743,888	199,600,013	202,680,716	202,469,520	202,545,274	202,819,306	203,880,753	208,341,803

Shire of Bridgetown-Greenbushes

Forecast Statement of Cashflows - for the period 2021 - 2036

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cash Flows From Operating Activities															
Receipts															
Rates	4,891,798	5,124,898	5,368,331	5,636,747	5,932,676	6,244,142	6,571,959	6,916,987	7,280,129	7,662,336	8,064,609	8,488,001	8,933,621	9,402,636	9,896,275
Operating grants, subsidies and contributions	2,401,768	2,399,552	2,398,147	2,400,574	2,407,005	2,458,913	2,511,989	2,566,259	2,621,749	2,678,488	2,736,505	2,795,826	2,856,482	2,918,503	2,981,920
Fees and charges	1,661,155	1,670,764	1,697,120	1,726,428	1,758,889	1,792,466	1,827,204	1,861,922	1,897,789	1,934,845	1,973,139	2,012,712	2,053,614	2,095,904	2,139,628
Interest earnings	93,221	96,067	95,038	97,184	97,487	98,890	101,095	101,968	104,729	105,601	105,789	109,308	109,706	112,159	111,705
Other revenue	109,180	110,528	111,897	113,485	115,301	117,160	119,057	121,000	122,986	125,018	127,096	129,220	131,393	133,614	135,885
	9,157,122	9,401,809	9,670,533	9,974,418	10,311,358	10,711,571	11,131,304	11,568,136	12,027,382	12,506,288	13,007,138	13,535,067	14,084,816	14,662,816	15,265,413
Payments															
Employee costs	(4,842,689)	(4,927,431)	(5,025,761)	(5,138,624)	(5,266,880)	(5,398,335)	(5,533,064)	(5,671,160)	(5,812,711)	(5,957,797)	(6,106,497)	(6,258,907)	(6,415,130)	(6,575,242)	(6,739,349)
Materials and contracts	(2,238,071)	(2,151,333)	(2,209,849)	(2,349,318)	(2,391,390)	(2,356,933)	(2,410,074)	(2,464,416)	(2,549,555)	(2,685,627)	(2,635,389)	(2,695,278)	(2,756,538)	(2,852,603)	(2,917,276)
Utility charges	(312,855)	(322,237)	(331,904)	(341,860)	(352,117)	(362,682)	(373,564)	(384,770)	(396,315)	(408,204)	(420,452)	(433,068)	(446,059)	(459,440)	(473,222)
Interest expenses	(72,862)	(67,094)	(62,135)	(57,631)	(53,226)	(48,666)	(43,945)	(39,054)	(34,045)	(29,020)	(23,908)	(18,904)	(13,705)	(8,306)	(3,964)
Insurance expenses	(268,537)	(273,235)	(278,013)	(283,572)	(289,953)	(296,477)	(303,148)	(309,965)	(316,942)	(324,072)	(331,361)	(338,815)	(346,438)	(354,231)	(362,196)
Other expenditure	(301,225)	(303,404)	(314,162)	(316,743)	(319,701)	(322,724)	(325,815)	(337,946)	(341,178)	(344,486)	(347,871)	(351,329)	(364,278)	(367,891)	(371,585)
	(8,036,239)	(8,044,734)	(8,221,824)	(8,487,748)	(8,673,267)	(8,785,817)	(8,989,610)	(9,207,311)	(9,450,746)	(9,749,206)	(9,865,478)	(10,096,301)	(10,342,148)	(10,617,713)	(10,867,592)
Net Cash Provided By (Used In) Operating Activities	1,120,883	1,357,075	1,448,709	1,486,670	1,638,091	1,925,754	2,141,694	2,360,825	2,576,636	2,757,082	3,141,660	3,438,766	3,742,668	4,045,103	4,397,821
Cash Flows from Investing Activities															
Payments for purchase of property, plant & equipment	(521,572)	(1,381,918)	(805,593)	(1,123,700)	(967,425)	(944,877)	(1,330,950)	(979,167)	(1,202,656)	(1,397,351)	(932,407)	(1,552,603)	(1,292,803)	(1,865,531)	(1,516,129)
Payments for construction of infrastructure	(1,061,400)	(1,121,058)	(1,173,824)	(1,264,505)	(1,360,451)	(1,544,275)	(1,711,870)	(1,875,124)	(2,162,784)	(2,373,910)	(2,622,242)	(2,918,717)	(3,032,233)	(3,455,141)	(3,854,965)
Non-operating grants, subsidies and contributions	852,704	897,704	880,704	884,704	898,767	902,767	905,767	909,767	913,767	929,069	933,069	937,069	941,069	946,069	961,616
Proceeds from sale of plant & equipment	51,800	283,467	118,344	205,105	141,191	129,904	278,965	141,588	158,112	274,398	117,106	292,298	136,317	414,579	228,240
Net Cash Provided By (Used In) Investing Activities	(678,468)	(1,321,805)	(980,369)	(1,298,396)	(1,287,918)	(1,456,481)	(1,858,088)	(1,802,936)	(2,293,561)	(2,567,794)	(2,504,474)	(3,241,953)	(3,247,650)	(3,960,024)	(4,181,238)
Cash Flows from Financing Activities															
Repayment of debentures	(203,195)	(182,500)	(161,621)	(145,229)	(149,634)	(154,194)	(158,915)	(163,806)	(157,754)	(162,779)	(134,669)	(139,673)	(144,872)	(150,271)	(29,153)
Net Cash Provided By (Used In) Financing Activities	(203,195)	(182,500)	(161,621)	(145,229)	(149,634)	(154,194)	(158,915)	(163,806)	(157,754)	(162,779)	(134,669)	(139,673)	(144,872)	(150,271)	(29,153)
Net Increase (Decrease) in Cash Held	239,220	(147,230)	306,719	43,045	200,539	315,079	124,691	394,083	125,321	26,509	502,517	57,140	350,146	(65,192)	187,430
Cash at beginning of year	3,097,974	3,337,194	3,189,964	3,496,683	3,539,728	3,740,267	4,055,346	4,180,037	4,574,120	4,699,441	4,725,950	5,228,467	5,285,607	5,635,753	5,570,561
Cash and Cash Equivalents at the End of Year	3,337,194	3,189,964	3,496,683	3,539,728	3,740,267	4,055,346	4,180,037	4,574,120	4,699,441	4,725,950	5,228,467	5,285,607	5,635,753	5,570,561	5,757,991
Reconciliation of Net Cash Provided By Operating Activities to Net Result															
Net Result	(1,843,928)	(1,604,730)	(1,554,470)	(1,554,479)	(1,471,450)	(1,213,618)	(1,031,862)	(855,425)	(675,694)	(537,708)	(211,196)	75,754	274,032	532,891	776,246
Depreciation	3,817,515	3,859,509	3,883,883	3,925,853	4,008,308	4,042,139	4,079,323	4,126,017	4,166,097	4,223,859	4,285,925	4,300,081	4,409,705	4,458,281	4,583,191
Grants/Contributions for the development of assets	(852,704)	(897,704)	(880,704)	(884,704)	(898,767)	(902,767)	(905,767)	(909,767)	(913,767)	(929,069)	(933,069)	(937,069)	(941,069)	(946,069)	(961,616)
Net Cash from Operating Activities	1,120,883	1,357,075	1,448,709	1,486,670	1,638,091	1,925,754	2,141,694	2,360,825	2,576,636	2,757,082	3,141,660	3,438,766	3,742,668	4,045,103	4,397,821

Shire of Bridgetown-Greenbushes

Forecast Statement of Funding - for the period 2021 - 2036

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
FUNDING FROM OPERATIONAL ACTIVITIES															
Revenues															
Rates	4,891,798	5,124,898	5,368,331	5,636,747	5,932,676	6,244,142	6,571,959	6,916,987	7,280,129	7,662,336	8,064,609	8,488,001	8,933,621	9,402,636	9,896,275
Operating grants, subsidies and contributions	2,401,768	2,399,552	2,398,147	2,400,574	2,407,005	2,458,913	2,511,989	2,566,259	2,621,749	2,678,488	2,736,505	2,795,826	2,856,482	2,918,503	2,981,920
Fees and charges	1,661,155	1,670,764	1,697,120	1,726,428	1,758,889	1,792,466	1,827,204	1,861,922	1,897,789	1,934,845	1,973,139	2,012,712	2,053,614	2,095,904	2,139,628
Interest earnings	93,221	96,067	95,038	97,184	97,487	98,890	101,095	101,968	104,729	105,601	105,789	109,308	109,706	112,159	111,705
Other revenue	109,180	110,528	111,897	113,485	115,301	117,160	119,057	121,000	122,986	125,018	127,096	129,220	131,393	133,614	135,885
	9,157,122	9,401,809	9,670,533	9,974,418	10,311,358	10,711,571	11,131,304	11,568,136	12,027,382	12,506,288	13,007,138	13,535,067	14,084,816	14,662,816	15,265,413
Expenses															
Employee costs	(4,842,689)	(4,927,431)	(5,025,761)	(5,138,624)	(5,266,880)	(5,398,335)	(5,533,064)	(5,671,160)	(5,812,711)	(5,957,797)	(6,106,497)	(6,258,907)	(6,415,130)	(6,575,242)	(6,739,349)
Materials and contracts	(2,238,071)	(2,151,333)	(2,209,849)	(2,349,318)	(2,391,390)	(2,356,933)	(2,410,074)	(2,464,416)	(2,549,555)	(2,685,627)	(2,635,389)	(2,695,278)	(2,756,538)	(2,852,603)	(2,917,276)
Utility charges (electricity, gas, water etc.)	(312,855)	(322,237)	(331,904)	(341,860)	(352,117)	(362,682)	(373,564)	(384,770)	(396,315)	(408,204)	(420,452)	(433,068)	(446,059)	(459,440)	(473,222)
Depreciation on non-current assets	(3,817,515)	(3,859,509)	(3,883,883)	(3,925,853)	(4,008,308)	(4,042,139)	(4,079,323)	(4,126,017)	(4,166,097)	(4,223,859)	(4,285,925)	(4,300,081)	(4,409,705)	(4,458,281)	(4,583,191)
Interest expense	(72,862)	(67,094)	(62,135)	(57,631)	(53,226)	(48,666)	(43,945)	(39,054)	(34,045)	(29,020)	(23,908)	(18,904)	(13,705)	(8,306)	(3,964)
Insurance expense	(268,537)	(273,235)	(278,013)	(283,572)	(289,953)	(296,477)	(303,148)	(309,965)	(316,942)	(324,072)	(331,361)	(338,815)	(346,438)	(354,231)	(362,196)
Other expenditure	(301,225)	(303,404)	(314,162)	(316,743)	(319,701)	(322,724)	(325,815)	(337,946)	(341,178)	(344,486)	(347,871)	(351,329)	(364,278)	(367,891)	(371,585)
	(11,853,754)	(11,904,243)	(12,105,707)	(12,413,601)	(12,681,575)	(12,827,956)	(13,068,933)	(13,333,328)	(13,616,843)	(13,973,065)	(14,151,403)	(14,396,382)	(14,751,853)	(15,075,994)	(15,450,783)
	(2,696,632)	(2,502,434)	(2,435,174)	(2,439,183)	(2,370,217)	(2,116,385)	(1,937,629)	(1,765,192)	(1,589,461)	(1,466,777)	(1,144,265)	(861,315)	(667,037)	(413,178)	(185,370)
Funding Position Adjustments															
Depreciation on non-current assets	3,817,515	3,859,509	3,883,883	3,925,853	4,008,308	4,042,139	4,079,323	4,126,017	4,166,097	4,223,859	4,285,925	4,300,081	4,409,705	4,458,281	4,583,191
Net Funding From Operational Activities	1,120,883	1,357,075	1,448,709	1,486,670	1,638,091	1,925,754	2,141,694	2,360,825	2,576,636	2,757,082	3,141,660	3,438,766	3,742,668	4,045,103	4,397,821
FUNDING FROM CAPITAL ACTIVITIES															
Inflows															
Proceeds on disposal	51,800	283,467	118,344	205,105	141,191	129,904	278,965	141,588	158,112	274,398	117,106	292,298	136,317	414,579	228,240
Non-operating grants, subsidies and contributions	852,704	897,704	880,704	884,704	898,767	902,767	905,767	909,767	913,767	929,069	933,069	937,069	941,069	946,069	961,616
Outflows															
Purchase of property plant and equipment	(521,572)	(1,381,918)	(805,593)	(1,123,700)	(967,425)	(944,877)	(1,330,950)	(979,167)	(1,202,656)	(1,397,351)	(932,407)	(1,552,603)	(1,292,803)	(1,865,531)	(1,516,129)
Purchase of infrastructure	(1,061,400)	(1,121,058)	(1,173,824)	(1,264,505)	(1,360,451)	(1,544,275)	(1,711,870)	(1,875,124)	(2,162,784)	(2,373,910)	(2,622,242)	(2,918,717)	(3,032,233)	(3,455,141)	(3,854,965)
Net Funding From Capital Activities	(678,468)	(1,321,805)	(980,369)	(1,298,396)	(1,287,918)	(1,456,481)	(1,858,088)	(1,802,936)	(2,293,561)	(2,567,794)	(2,504,474)	(3,241,953)	(3,247,650)	(3,960,024)	(4,181,238)
FUNDING FROM FINANCING ACTIVITIES															
Inflows															
Transfer from reserves	158,325	746,040	320,523	610,824	459,250	347,866	544,347	278,645	564,085	666,627	193,729	645,609	356,057	776,974	527,101
New borrowings	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Outflows															
Transfer to reserves	(565,055)	(598,810)	(627,242)	(653,869)	(659,789)	(662,945)	(669,038)	(672,728)	(689,406)	(693,136)	(696,246)	(702,749)	(706,203)	(711,782)	(714,531)
Repayment of past borrowings	(203,195)	(182,500)	(161,621)	(145,229)	(149,634)	(154,194)	(158,915)	(163,806)	(157,754)	(162,779)	(134,669)	(139,673)	(144,872)	(150,271)	(29,153)
Net Funding From Financing Activities	(609,925)	(35,270)	(468,340)	(188,274)	(350,173)	(469,273)	(283,606)	(557,889)	(283,075)	(189,288)	(637,186)	(196,813)	(495,018)	(85,079)	(216,583)
Estimated Surplus/Deficit July 1 B/Fwd	167,510	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 2021 - 2036

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Estimated Surplus/Deficit July 1 B/Fwd	167,510	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CURRENT ASSETS															
Unrestricted Cash and Equivalents	316,081	316,081	316,081	316,081	316,081	316,081	316,081	316,081	316,081	316,081	316,081	316,081	316,081	316,081	316,081
Restricted Cash and Cash Equivalent	3,021,113	2,873,883	3,180,602	3,223,647	3,424,186	3,739,265	3,863,956	4,258,039	4,383,360	4,409,869	4,912,386	4,969,526	5,319,672	5,254,480	5,441,910
Trade and Other Receivables	387,167	387,167	387,167	387,167	387,167	387,167	387,167	387,167	387,167	387,167	387,167	387,167	387,167	387,167	387,167
Inventories	20,406	20,406	20,406	20,406	20,406	20,406	20,406	20,406	20,406	20,406	20,406	20,406	20,406	20,406	20,406
CURRENT LIABILITIES															
Trade and Other Payables	(813,654)	(813,654)	(813,654)	(813,654)	(813,654)	(813,654)	(813,654)	(813,654)	(813,654)	(813,654)	(813,654)	(813,654)	(813,654)	(813,654)	(813,654)
Reserves	(2,931,113)	(2,783,883)	(3,090,602)	(3,133,647)	(3,334,186)	(3,649,265)	(3,773,956)	(4,168,039)	(4,293,360)	(4,319,869)	(4,822,386)	(4,879,526)	(5,229,672)	(5,164,480)	(5,351,910)
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 2021 - 2036

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
CAPITAL WORKS - INFRASTRUCTURE															
Infrastructure (excluding bridges)	882,400	917,058	966,824	1,053,505	1,145,451	1,325,275	1,489,870	1,649,124	1,932,784	2,138,910	2,383,242	2,675,717	2,785,233	3,203,141	3,597,965
Infrastructure - bridges	179,000	204,000	207,000	211,000	215,000	219,000	222,000	226,000	230,000	235,000	239,000	243,000	247,000	252,000	257,000
Total Capital Works - Infrastructure	1,061,400	1,121,058	1,173,824	1,264,505	1,360,451	1,544,275	1,711,870	1,875,124	2,162,784	2,373,910	2,622,242	2,918,717	3,032,233	3,455,141	3,854,965
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	224,350	238,445	243,748	244,756	248,526	249,794	251,075	252,372	253,681	257,581	258,918	260,269	261,633	263,010	267,038
Additions - Renewal	837,050	882,613	930,076	1,019,749	1,111,925	1,294,481	1,460,795	1,622,752	1,909,103	2,116,329	2,363,324	2,658,448	2,770,600	3,192,131	3,587,927
Total Capital Works - Infrastructure	1,061,400	1,121,058	1,173,824	1,264,505	1,360,451	1,544,275	1,711,870	1,875,124	2,162,784	2,373,910	2,622,242	2,918,717	3,032,233	3,455,141	3,854,965
Asset Movement Reconciliation															
Total Capital Works Infrastructure	1,061,400	1,121,058	1,173,824	1,264,505	1,360,451	1,544,275	1,711,870	1,875,124	2,162,784	2,373,910	2,622,242	2,918,717	3,032,233	3,455,141	3,854,965
Depreciation Infrastructure	(2,680,247)	(2,694,228)	(2,708,833)	(2,724,503)	(2,788,670)	(2,807,607)	(2,828,493)	(2,851,282)	(2,877,408)	(2,945,119)	(2,976,590)	(3,011,499)	(3,047,738)	(3,088,878)	(3,161,456)
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)	0	0	0	0	3,659,792	0	0	0	0	3,618,411	0	0	0	0	3,684,804
Net Movement in Infrastructure Assets	(1,618,847)	(1,573,170)	(1,535,009)	(1,459,998)	2,231,573	(1,263,332)	(1,116,623)	(976,158)	(714,624)	3,047,202	(354,348)	(92,782)	(15,505)	366,263	4,378,313
CAPITAL WORKS - PROPERTY, PLANT AND EQUIPMENT															
Buildings	270,746	345,377	346,693	362,829	379,346	406,922	432,981	458,627	498,283	528,369	564,040	605,258	626,353	681,921	733,966
Furniture and Equipment	29,201	0	8,438	31,778	73,676	10,159	0	37,815	11,295	19,011	35,034	0	48,138	24,022	59,986
Plant and Equipment	221,625	1,036,541	450,462	729,093	514,403	527,796	897,969	482,725	693,078	849,971	333,333	947,345	618,312	1,159,588	722,177
Total Capital Works Property, Plant and Equipment	521,572	1,381,918	805,593	1,123,700	967,425	944,877	1,330,950	979,167	1,202,656	1,397,351	932,407	1,552,603	1,292,803	1,865,531	1,516,129
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	45,000	42,840	54,354	55,441	56,688	57,964	59,268	60,601	61,965	63,359	64,785	66,242	67,733	69,257	70,815
Additions - Renewal	476,572	1,339,078	751,239	1,068,259	910,737	886,913	1,271,682	918,566	1,140,691	1,333,992	867,622	1,486,361	1,225,070	1,796,274	1,445,314
Total Capital Works Property, Plant and Equipment	521,572	1,381,918	805,593	1,123,700	967,425	944,877	1,330,950	979,167	1,202,656	1,397,351	932,407	1,552,603	1,292,803	1,865,531	1,516,129
Asset Movement Reconciliation															
Total Capital Works Property, Plant and Equipment	521,572	1,381,918	805,593	1,123,700	967,425	944,877	1,330,950	979,167	1,202,656	1,397,351	932,407	1,552,603	1,292,803	1,865,531	1,516,129
Depreciation Property, Plant and Equipment	(1,137,268)	(1,165,281)	(1,175,050)	(1,201,350)	(1,219,638)	(1,234,532)	(1,250,830)	(1,274,735)	(1,288,689)	(1,278,740)	(1,309,335)	(1,288,582)	(1,361,967)	(1,369,403)	(1,421,735)
Net Book Value of disposed/Written Off assets	(51,800)	(283,467)	(118,344)	(205,105)	(141,191)	(129,904)	(278,965)	(141,588)	(158,112)	(274,398)	(117,106)	(292,298)	(136,317)	(414,579)	(228,240)
Revaluation of Property, Plant and Equipment (Inflation)	0	0	0	544,486	0	0	0	0	531,819	0	0	0	0	528,556	0
Net Movement in Property, Plant and Equipment	(667,496)	(66,830)	(487,801)	261,731	(393,404)	(419,559)	(198,845)	(437,156)	287,674	(155,787)	(494,034)	(28,277)	(205,481)	610,105	(133,846)
CAPITAL WORKS - TOTALS															
Capital Works															
Total Capital Works Infrastructure	1,061,400	1,121,058	1,173,824	1,264,505	1,360,451	1,544,275	1,711,870	1,875,124	2,162,784	2,373,910	2,622,242	2,918,717	3,032,233	3,455,141	3,854,965
Total Capital Works Property, Plant and Equipment	521,572	1,381,918	805,593	1,123,700	967,425	944,877	1,330,950	979,167	1,202,656	1,397,351	932,407	1,552,603	1,292,803	1,865,531	1,516,129
Total Capital Works	1,582,972	2,502,976	1,979,417	2,388,205	2,327,876	2,489,152	3,042,820	2,854,291	3,365,440	3,771,261	3,554,649	4,471,320	4,325,036	5,320,672	5,371,094
Fixed Asset Movement															
Net Movement in Infrastructure Assets	(1,618,847)	(1,573,170)	(1,535,009)	(1,459,998)	2,231,573	(1,263,332)	(1,116,623)	(976,158)	(714,624)	3,047,202	(354,348)	(92,782)	(15,505)	366,263	4,378,313
Net Movement in Property, Plant and Equipment	(667,496)	(66,830)	(487,801)	261,731	(393,404)	(419,559)	(198,845)	(437,156)	287,674	(155,787)	(494,034)	(28,277)	(205,481)	610,105	(133,846)
Net Movement in Fixed Assets	(2,286,343)	(1,640,000)	(2,022,810)	(1,198,267)	1,838,169	(1,682,891)	(1,315,468)	(1,413,314)	(426,950)	2,891,415	(848,382)	(121,059)	(220,986)	976,368	4,244,467

Shire of Bridgetown-Greenbushes

Forecast Statement of Capital Funding - for the period 2021 - 2036

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Capital Expenditure															
Infrastructure (excluding bridges)	882,400	917,058	966,824	1,053,505	1,145,451	1,325,275	1,489,870	1,649,124	1,932,784	2,138,910	2,383,242	2,675,717	2,785,233	3,203,141	3,597,965
Infrastructure - bridges	179,000	204,000	207,000	211,000	215,000	219,000	222,000	226,000	230,000	235,000	239,000	243,000	247,000	252,000	257,000
Buildings	270,746	345,377	346,693	362,829	379,346	406,922	432,981	458,627	498,283	528,369	564,040	605,258	626,353	681,921	733,966
Furniture and Equipment	29,201	0	8,438	31,778	73,676	10,159	0	37,815	11,295	19,011	35,034	0	48,138	24,022	59,986
Plant and Equipment	221,625	1,036,541	450,462	729,093	514,403	527,796	897,969	482,725	693,078	849,971	333,333	947,345	618,312	1,159,588	722,177
Total - Capital Expenditure	1,582,972	2,502,976	1,979,417	2,388,205	2,327,876	2,489,152	3,042,820	2,854,291	3,365,440	3,771,261	3,554,649	4,471,320	4,325,036	5,320,672	5,371,094
Funded By:															
Capital Grants & Contributions															
Infrastructure (excluding bridges)	673,704	673,704	673,704	673,704	683,767	683,767	683,767	683,767	683,767	694,069	694,069	694,069	694,069	694,069	704,616
Infrastructure - bridges	179,000	204,000	207,000	211,000	215,000	219,000	222,000	226,000	230,000	235,000	239,000	243,000	247,000	252,000	257,000
Buildings	0	20,000	0	0	0	0	0	0	0	0	0	0	0	0	0
Total - Capital Grants & Contributions	852,704	897,704	880,704	884,704	898,767	902,767	905,767	909,767	913,767	929,069	933,069	937,069	941,069	946,069	961,616
Own Source Funding															
Infrastructure (excluding bridges)	208,696	243,354	293,120	379,801	461,684	641,508	806,103	965,357	1,249,017	1,444,841	1,689,173	1,981,648	2,091,164	2,509,072	2,893,349
Buildings	270,746	325,377	346,693	362,829	379,346	406,922	432,981	458,627	498,283	528,369	564,040	605,258	626,353	681,921	733,966
Furniture and Equipment	29,201	0	8,438	31,778	73,676	10,159	0	37,815	11,295	19,011	35,034	0	48,138	24,022	59,986
Plant and Equipment	169,825	753,074	332,118	523,988	373,212	397,892	619,004	341,137	534,966	575,573	216,227	655,047	481,995	745,009	493,937
Total - Own Source Funding	678,468	1,321,805	980,369	1,298,396	1,287,918	1,456,481	1,858,088	1,802,936	2,293,561	2,567,794	2,504,474	3,241,953	3,247,650	3,960,024	4,181,238
Borrowings															
Total - Borrowings	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other (Disposals & C/Fwd)															
Plant and Equipment	51,800	283,467	118,344	205,105	141,191	129,904	278,965	141,588	158,112	274,398	117,106	292,298	136,317	414,579	228,240
Total - Other (Disposals & C/Fwd)	51,800	283,467	118,344	205,105	141,191	129,904	278,965	141,588	158,112	274,398	117,106	292,298	136,317	414,579	228,240
Total Capital Funding	1,582,972	2,502,976	1,979,417	2,388,205	2,327,876	2,489,152	3,042,820	2,854,291	3,365,440	3,771,261	3,554,649	4,471,320	4,325,036	5,320,672	5,371,094

Shire of Bridgetown-Greenbushes

Reserves Forecast
For the period 2021 - 2036

Reserve Name/Purpose	Opening	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Balance	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
	Closing Reserve Balances															
Leave reserve	186,522	187,828	189,143	190,467	191,800	193,143	194,495	195,856	197,227	198,608	199,998	201,398	202,808	204,228	205,658	207,098
Plant reserve	194,946	371,311	112,413	183,601	27,792	106,615	173,592	128,071	282,836	147,963	161,978	397,116	276,957	368,249	125,418	232,739
Land and building reserve	555,399	559,287	563,202	567,144	571,114	575,112	579,138	583,192	587,274	591,385	595,525	599,694	603,892	608,119	612,376	616,663
Bush fire reserve	20,926	21,072	21,220	21,369	21,519	21,670	21,822	21,975	22,129	22,284	22,440	22,597	22,755	22,914	23,074	23,236
Maranup Ford Road maintenance reserve	5,383	5,421	5,459	5,497	5,535	5,574	5,613	5,652	5,692	5,732	5,772	5,812	5,853	5,894	5,935	5,977
Subdivision reserve	237,901	249,566	261,313	273,142	285,054	297,049	309,128	321,292	333,541	345,876	358,297	370,805	383,401	396,085	408,858	421,720
Sanitation reserve	50,911	108,034	177,380	258,248	347,626	434,507	518,832	600,537	678,952	759,485	836,500	909,881	979,506	1,045,256	1,107,006	1,164,630
Recreation centre floor and solar reserve	214,975	216,480	217,995	219,521	221,058	222,605	224,163	225,732	227,312	228,903	230,505	232,119	233,744	235,380	237,028	238,687
Refuse site post closure reserve	191,330	254,436	329,807	416,742	512,229	605,263	695,783	783,726	868,423	955,282	1,038,668	1,118,464	1,194,549	1,266,804	1,335,105	1,399,326
Drainage reserve	62,648	63,087	63,529	63,974	64,422	64,873	65,327	65,784	66,244	66,708	67,175	67,645	68,119	68,596	69,076	69,560
Community bus replacement reserve	61,627	62,058	62,492	62,929	63,370	63,814	64,261	64,711	65,164	65,620	66,079	66,542	67,008	67,477	67,949	68,425
SBS tower and infrastructure replacement reserve	32,350	32,576	32,804	33,034	33,265	33,498	33,732	33,968	206	207	208	209	210	211	212	213
Playground equipment reserve	38,242	42,360	46,507	50,683	54,888	59,122	63,386	67,680	72,004	76,358	80,743	85,158	89,604	94,081	98,590	103,130
Swimming pool reserve	4,535	4,567	4,599	4,631	4,663	4,696	4,729	4,762	4,795	4,829	4,863	4,897	4,931	4,966	5,001	5,036
Car park reserve	971	978	985	992	999	1,006	1,013	1,020	1,027	1,034	1,041	1,048	1,055	1,062	1,069	1,076
Building maintenance reserve	227,592	229,185	230,789	232,405	234,032	235,670	237,320	238,981	240,654	242,339	244,035	245,743	247,463	249,195	250,939	252,696
Strategic projects reserve	82,548	83,126	83,708	84,294	84,884	85,478	86,076	86,679	87,286	87,897	88,512	89,132	89,756	90,384	91,017	91,654
Matched grants reserve	50,100	50,451	50,804	51,160	51,518	51,879	52,242	52,608	52,976	53,347	53,720	54,096	54,475	54,856	55,240	55,627
Aged care infrastructure reserve	57,371	57,773	58,177	58,584	58,994	59,407	59,823	60,242	60,664	61,089	61,517	61,948	62,382	62,819	63,259	63,702
Equipment reserve	6,155	6,198	6,241	6,285	6,329	6,373	6,418	6,463	6,508	6,554	6,600	6,646	6,693	6,740	6,787	6,835
Assets & GRV Valuations reserve	52,026	76,390	101,345	126,901	58,092	32	26,530	53,810	81,890	81,283	2,201	31,832	62,337	93,737	93,074	92,378
Bridgetown Leisure Centre reserve	41,197	41,485	41,775	42,067	42,361	42,658	42,957	43,258	43,561	43,866	44,173	44,482	44,793	45,107	45,423	45,741
Trails reserve	31,837	32,060	32,284	32,510	32,738	32,967	33,198	33,430	33,664	33,900	34,137	34,376	34,617	34,859	35,103	35,349
Light fleet vehicle reserve	86,540	144,821	59,135	73,430	128,156	99,748	118,040	62,658	115,918	180,494	82,639	137,975	109,618	169,422	187,819	116,714
Blackspot works reserve	30,351	30,563	30,777	30,992	31,209	31,427	31,647	31,869	32,092	32,317	32,543	32,771	33,000	33,231	33,464	33,698
Total	2,524,383	2,931,113	2,783,883	3,090,602	3,133,647	3,334,186	3,649,265	3,773,956	4,168,039	4,293,360	4,319,869	4,822,386	4,879,526	5,229,672	5,164,480	5,351,910
Transfers to/(from) Reserves		389,059	(167,747)	287,231	21,411	178,602	291,739	99,146	367,665	96,142	(3,542)	472,278	23,382	315,990	(101,801)	151,275
Reserve Interest Reinvested		17,671	20,517	19,488	21,634	21,937	23,340	25,545	26,418	29,179	30,051	30,239	33,758	34,156	36,609	36,155

Shire of Bridgetown-Greenbushes

Reserves Forecast
For the period 2021 - 2036

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Reserve Name/Purpose	Transfers into Reserves														
Leave reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Plant reserve	293,000	298,128	303,345	309,412	316,373	323,492	330,770	338,213	345,822	353,603	361,560	369,695	378,013	386,518	395,215
Land and building reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bush fire reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Maranup Ford Road maintenance reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Subdivision 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
Sanitation reserve	56,767	68,590	79,626	87,570	84,448	81,283	78,073	74,211	75,780	71,699	67,525	63,256	58,893	54,433	49,875
Recreation centre floor and solar reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Refuse site post closure reserve	61,767	73,590	84,626	92,570	89,448	86,283	83,073	79,211	80,780	76,699	72,525	68,256	63,893	59,433	54,875
Drainage reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Community bus replacement reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SBS tower and infrastructure replacement reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Playground equipment reserve	3,850	3,850	3,850	3,850	3,850	3,850	3,850	3,850	3,850	3,850	3,850	3,850	3,850	3,850	3,850
Swimming pool reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Car park reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Building maintenance reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Strategic projects reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Matched grants reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aged care infrastructure reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Equipment reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assets & GRV Valuations reserve	24,000	24,420	24,847	25,344	27,915	26,498	27,094	27,703	28,327	28,964	29,616	30,282	30,964	31,660	32,373
Bridgetown Leisure Centre reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Trails reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Light fleet vehicle reserve	98,000	99,715	101,460	103,489	105,818	108,199	110,633	113,122	115,668	118,270	120,931	123,652	126,434	129,279	132,188
Blackspot works reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals	547,384	578,293	607,754	632,235	637,852	639,605	643,493	646,310	660,227	663,085	666,007	668,991	672,047	675,173	678,376

Shire of Bridgetown-Greenbushes

Reserves Forecast
For the period 2021 - 2036

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Reserve Name/Purpose	Transfers from Reserves														
Leave reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Plant reserve	118,000	559,625	232,944	466,506	237,745	257,261	377,506	184,344	482,675	340,624	127,556	492,634	288,660	631,927	288,772
Land and building reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bush fire reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Maranup Ford Road maintenance reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Subdivision reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sanitation reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Recreation centre floor and solar reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Refuse site post closure reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drainage reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Community bus replacement reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SBS tower and infrastructure replacement reserve	0	0	0	0	0	0	0	34,000	0	0	0	0	0	0	0
Playground equipment reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Swimming pool reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Car park reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Building maintenance reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Strategic projects reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Matched grants reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aged care infrastructure reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Equipment reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assets & GRV Valuations reserve	0	0	0	95,041	86,382	0	0	0	29,507	108,615	0	0	0	32,979	33,721
Bridgetown Leisure Centre reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Trails reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Light fleet vehicle reserve	40,325	186,415	87,579	49,277	135,123	90,605	166,841	60,301	51,903	217,388	66,173	152,975	67,397	112,068	204,608
Blackspot works reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals	158,325	746,040	320,523	610,824	459,250	347,866	544,347	278,645	564,085	666,627	193,729	645,609	356,057	776,974	527,101

Shire of Bridgetown-Greenbushes

Reserves Forecast
For the period 2021 - 2036

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Reserve Name/Purpose	Interest Earnings														
Leave reserve	1,306	1,315	1,324	1,333	1,343	1,352	1,361	1,371	1,381	1,390	1,400	1,410	1,420	1,430	1,440
Plant reserve	1,365	2,599	787	1,285	195	746	1,215	896	1,980	1,036	1,134	2,780	1,939	2,578	878
Land and building reserve	3,888	3,915	3,942	3,970	3,998	4,026	4,054	4,082	4,111	4,140	4,169	4,198	4,227	4,257	4,287
Bush fire reserve	146	148	149	150	151	152	153	154	155	156	157	158	159	160	162
Maranup Ford Road maintenance reserve	38	38	38	38	39	39	39	40	40	40	40	41	41	41	42
Subdivision reserve	1,665	1,747	1,829	1,912	1,995	2,079	2,164	2,249	2,335	2,421	2,508	2,596	2,684	2,773	2,862
Sanitation reserve	356	756	1,242	1,808	2,433	3,042	3,632	4,204	4,753	5,316	5,856	6,369	6,857	7,317	7,749
Recreation centre floor and solar reserve	1,505	1,515	1,526	1,537	1,547	1,558	1,569	1,580	1,591	1,602	1,614	1,625	1,636	1,648	1,659
Refuse site post closure reserve	1,339	1,781	2,309	2,917	3,586	4,237	4,870	5,486	6,079	6,687	7,271	7,829	8,362	8,868	9,346
Drainage reserve	439	442	445	448	451	454	457	460	464	467	470	474	477	480	484
Community bus replacement reserve	431	434	437	441	444	447	450	453	456	459	463	466	469	472	476
SBS tower and infrastructure replacement reserve	226	228	230	231	233	234	236	238	1	1	1	1	1	1	1
Playground equipment reserve	268	297	326	355	384	414	444	474	504	535	565	596	627	659	690
Swimming pool reserve	32	32	32	32	33	33	33	33	34	34	34	34	35	35	35
Car park reserve	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7
Building maintenance reserve	1,593	1,604	1,616	1,627	1,638	1,650	1,661	1,673	1,685	1,696	1,708	1,720	1,732	1,744	1,757
Strategic projects reserve	578	582	586	590	594	598	603	607	611	615	620	624	628	633	637
Matched grants reserve	351	353	356	358	361	363	366	368	371	373	376	379	381	384	387
Aged care infrastructure reserve	402	404	407	410	413	416	419	422	425	428	431	434	437	440	443
Equipment reserve	43	43	44	44	44	45	45	45	46	46	46	47	47	47	48
Assets & GRV Valuations reserve	364	535	709	888	407	0	186	377	573	569	15	223	436	656	652
Bridgetown Leisure Centre reserve	288	290	292	294	297	299	301	303	305	307	309	311	314	316	318
Trails reserve	223	224	226	228	229	231	232	234	236	237	239	241	242	244	246
Light fleet vehicle reserve	606	1,014	414	514	897	698	826	439	811	1,263	578	966	767	1,186	1,315
Blackspot works reserve	212	214	215	217	218	220	222	223	225	226	228	229	231	233	234
Totals	17,671	20,517	19,488	21,634	21,937	23,340	25,545	26,418	29,179	30,051	30,239	33,758	34,156	36,609	36,155

Shire of Bridgetown-Greenbushes
Forecast Ratio Analysis
For the period 2021 - 2036

	Target Range		Average	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
				2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36
LIQUIDITY RATIOS																		
Current Ratio	> 1.00	> 1.20	0.47	0.45	0.46	0.46	0.46	0.46	0.46	0.46	0.46	0.46	0.47	0.47	0.47	0.47	0.50	0.51
OPERATING RATIOS																		
Operating Surplus Ratio	> 1.00%	> 15.00%	(20.07%)	(39.92%)	(35.74%)	(33.49%)	(32.21%)	(29.99%)	(25.64%)	(22.48%)	(19.61%)	(16.90%)	(14.92%)	(11.14%)	(8.02%)	(5.94%)	(3.52%)	(1.51%)
Own Source Revenue Coverage Ratio	> 40.00%	> 60.00%	67.81%	56.99%	58.82%	60.07%	61.01%	62.33%	64.33%	65.95%	67.51%	69.07%	70.33%	72.58%	74.60%	76.11%	77.90%	79.50%
BORROWINGS RATIOS																		
Debt Service Cover Ratio	> 2	> 5	21.14	4.32	5.71	6.75	7.61	8.34	9.73	10.77	11.83	13.61	14.53	19.96	21.80	23.69	25.56	132.92
FIXED ASSET RATIOS																		
Asset Sustainability Ratio	> 90.00%	> 110.00%	70.70%	34.41%	57.56%	43.29%	53.19%	50.46%	53.97%	66.98%	61.59%	73.21%	81.69%	75.39%	96.39%	90.61%	111.89%	109.82%
Asset Consumption Ratio	> 50.00%	> 60.00%	69.66%	76.61%	75.52%	74.34%	73.29%	72.40%	71.28%	70.25%	69.15%	68.21%	67.73%	66.71%	65.89%	64.99%	64.28%	64.21%
Asset Renewal Funding Ratio	> 75.00%	> 95.00%	132.51%	102.05%	108.16%	127.18%	147.88%	177.29%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Shire of Bridgetown-Greenbushes

Forecast Statement of Capital Funding - for the period 2021 - 2036

Row Labels	New Service/ Expansion/ Upgrade Expenditure	Renewal Expenditure	Financing - Reserves Utilised	Financing - New Borrowings	Financing - Grants and Contributions	Financing - Proceeds on Sale of assets	Financing - General Revenue
2021-22							
Buildings							
Allocation for CBP Actions - Building Renewals							
Allocation for CBP Actions - Building Upgrades/New							
CBP Action 2.5.1.6	45,000						45,000
Increase in Asset Renewal Funding Allocation - Buildings							
Annual Works Plan - Building Renewal Works		225,746					225,746
Furniture and Equipment							
Furniture & Equipment Renewals		29,201					29,201
Plant and Equipment							
Equipment Renewals		11,500					11,500
Plant & Light Fleet Renewals		210,125	158,325			51,800	
Infrastructure - bridges							
Annual Works Plan - Bridge Renewals		179,000			179,000		
Infrastructure (excluding bridges)							
CBP Action 1.1.7.4	5,000						5,000
Allocation for CBP Actions - Infrastructure Renewals							
Allocation for CBP Actions - Infrastructure Upgrades/New							
Annual Works Plan - Infrastructure (excluding Bridges) Renewals		658,050			658,050		
Annual Works Plan - Infrastructure (excluding Bridges) Upgrade/New	219,350				15,654		203,696
Increase in Asset Renewal Funding Allocation - Infrastructure (excluding bridges)							
2021-22 Total	269,350	1,313,622	158,325		852,704	51,800	520,143

Shire of Bridgetown-Greenbushes

Forecast Statement of Capital Funding - for the period 2021 - 2036

Row Labels	New Service/ Expansion/ Upgrade Expenditure	Renewal Expenditure	Financing - Reserves Utilised	Financing - New Borrowings	Financing - Grants and Contributions	Financing - Proceeds on Sale of assets	Financing - General Revenue
2022-23							
Buildings							
Allocation for CBP Actions - Building Renewals		42,840					42,840
Allocation for CBP Actions - Building Upgrades/New CBP Action 3.2.1.8	42,840	30,000			20,000		42,840
Increase in Asset Renewal Funding Allocation - Buildings Annual Works Plan - Building Renewal Works		229,697					10,000
							229,697
Furniture and Equipment							
Furniture & Equipment Renewals							
Plant and Equipment							
Equipment Renewals		7,034					7,034
Plant & Light Fleet Renewals		1,029,507	746,040			283,467	
Infrastructure - bridges							
Annual Works Plan - Bridge Renewals		204,000			204,000		
Infrastructure (excluding bridges)							
Allocation for CBP Actions - Infrastructure Renewals		18,360					18,360
Allocation for CBP Actions - Infrastructure Upgrades/New	18,360						18,360
Annual Works Plan - Infrastructure (excluding Bridges) Renewals		660,253			660,253		
Annual Works Plan - Infrastructure (excluding Bridges) Upgrade/New	220,085				13,451		206,634
Increase in Asset Renewal Funding Allocation - Infrastructure (excluding bridges)							
2022-23 Total	281,285	2,221,691	746,040		897,704	283,467	575,765

Shire of Bridgetown-Greenbushes

Forecast Statement of Capital Funding - for the period 2021 - 2036

Row Labels	New Service/ Expansion/ Upgrade Expenditure	Renewal Expenditure	Financing - Reserves Utilised	Financing - New Borrowings	Financing - Grants and Contributions	Financing - Proceeds on Sale of assets	Financing - General Revenue
2023-24							
Buildings							
Allocation for CBP Actions - Building Renewals		54,354					54,354
Allocation for CBP Actions - Building Upgrades/New	54,354						54,354
Increase in Asset Renewal Funding Allocation - Buildings		4,269					4,269
Annual Works Plan - Building Renewal Works		233,716					233,716
Furniture and Equipment							
Furniture & Equipment Renewals		8,438					8,438
Plant and Equipment							
Equipment Renewals		11,595					11,595
Plant & Light Fleet Renewals		438,867	320,523			118,344	
Infrastructure - bridges							
Annual Works Plan - Bridge Renewals		207,000			207,000		
Infrastructure (excluding bridges)							
CBP Action 3.2.1.7		10,000					10,000
Allocation for CBP Actions - Infrastructure Renewals		13,294					13,294
Allocation for CBP Actions - Infrastructure Upgrades/New	23,294						23,294
Annual Works Plan - Infrastructure (excluding Bridges) Renewals		661,363			661,363		
Annual Works Plan - Infrastructure (excluding Bridges) Upgrade/New	220,454				12,341		208,113
Increase in Asset Renewal Funding Allocation - Infrastructure (excluding bridges)		38,419					38,419
2023-24 Total	298,102	1,681,315	320,523		880,704	118,344	659,846

Shire of Bridgetown-Greenbushes
Forecast Statement of Capital Funding - for the period 2021 - 2036

Row Labels	New Service/ Expansion/ Upgrade Expenditure	Renewal Expenditure	Financing - Reserves Utilised	Financing - New Borrowings	Financing - Grants and Contributions	Financing - Proceeds on Sale of assets	Financing - General Revenue
2024-25							
Buildings							
Allocation for CBP Actions - Building Renewals		55,441					55,441
Allocation for CBP Actions - Building Upgrades/New	55,441						55,441
Increase in Asset Renewal Funding Allocation - Buildings		13,556					13,556
Annual Works Plan - Building Renewal Works		238,391					238,391
Furniture and Equipment							
Furniture & Equipment Renewals		31,778					31,778
Plant and Equipment							
Equipment Renewals		7,704					7,704
Plant & Light Fleet Renewals		721,389	515,783			205,105	501
Infrastructure - bridges							
Annual Works Plan - Bridge Renewals		211,000			211,000		
Infrastructure (excluding bridges)							
Allocation for CBP Actions - Infrastructure Renewals		23,760					23,760
Allocation for CBP Actions - Infrastructure Upgrades/New	23,760						23,760
Annual Works Plan - Infrastructure (excluding Bridges) Renewals		662,986			662,986		
Annual Works Plan - Infrastructure (excluding Bridges) Upgrade/New	220,996				10,718		210,278
Increase in Asset Renewal Funding Allocation - Infrastructure (excluding bridges)		122,003					122,003
2024-25 Total	300,197	2,088,008	515,783		884,704	205,105	782,613

Shire of Bridgetown-Greenbushes

Forecast Statement of Capital Funding - for the period 2021 - 2036

Row Labels	New Service/ Expansion/ Upgrade Expenditure	Renewal Expenditure	Financing - Reserves Utilised	Financing - New Borrowings	Financing - Grants and Contributions	Financing - Proceeds on Sale of assets	Financing - General Revenue
2025-26							
Buildings							
Allocation for CBP Actions - Building Renewals		56,688					56,688
Allocation for CBP Actions - Building Upgrades/New	56,688						56,688
Increase in Asset Renewal Funding Allocation - Buildings		22,215					22,215
Annual Works Plan - Building Renewal Works		243,755					243,755
Furniture and Equipment							
Furniture & Equipment Renewals		73,676					73,676
Plant and Equipment							
Equipment Renewals							
Plant & Light Fleet Renewals		514,403	372,868			141,191	344
Infrastructure - bridges							
Annual Works Plan - Bridge Renewals		215,000			215,000		
Infrastructure (excluding bridges)							
Allocation for CBP Actions - Infrastructure Renewals		24,295					24,295
Allocation for CBP Actions - Infrastructure Upgrades/New	24,295						24,295
Annual Works Plan - Infrastructure (excluding Bridges) Renewals		672,691			672,691		
Annual Works Plan - Infrastructure (excluding Bridges) Upgrade/New	224,231				11,076		213,155
Increase in Asset Renewal Funding Allocation - Infrastructure (excluding bridges)		199,939					199,939
2025-26 Total	305,214	2,022,662	372,868		898,767	141,191	915,050

Shire of Bridgetown-Greenbushes

Forecast Statement of Capital Funding - for the period 2021 - 2036

Row Labels	New Service/ Expansion/ Upgrade Expenditure	Renewal Expenditure	Financing - Reserves Utilised	Financing - New Borrowings	Financing - Grants and Contributions	Financing - Proceeds on Sale of assets	Financing - General Revenue
2026-27							
Buildings							
Allocation for CBP Actions - Building Renewals		57,964					57,964
Allocation for CBP Actions - Building Upgrades/New	57,964						57,964
Increase in Asset Renewal Funding Allocation - Buildings		41,754					41,754
Annual Works Plan - Building Renewal Works		249,240					249,240
Furniture and Equipment							
Furniture & Equipment Renewals		10,159					10,159
Plant and Equipment							
Equipment Renewals		49,708					49,708
Plant & Light Fleet Renewals		478,088	347,866			129,904	318
Infrastructure - bridges							
Annual Works Plan - Bridge Renewals		219,000			219,000		
Infrastructure (excluding bridges)							
Allocation for CBP Actions - Infrastructure Renewals		24,842					24,842
Allocation for CBP Actions - Infrastructure Upgrades/New	24,842						24,842
Annual Works Plan - Infrastructure (excluding Bridges) Renewals		674,855			674,855		
Annual Works Plan - Infrastructure (excluding Bridges) Upgrade/New	224,952				8,912		216,040
Increase in Asset Renewal Funding Allocation - Infrastructure (excluding bridges)		375,784					375,784
2026-27 Total	307,758	2,181,394	347,866		902,767	129,904	1,108,615

Shire of Bridgetown-Greenbushes

Forecast Statement of Capital Funding - for the period 2021 - 2036

Row Labels	New Service/ Expansion/ Upgrade Expenditure	Renewal Expenditure	Financing - Reserves Utilised	Financing - New Borrowings	Financing - Grants and Contributions	Financing - Proceeds on Sale of assets	Financing - General Revenue
2027-28							
Buildings							
Allocation for CBP Actions - Building Renewals		59,268					59,268
Allocation for CBP Actions - Building Upgrades/New	59,268						59,268
Increase in Asset Renewal Funding Allocation - Buildings		59,597					59,597
Annual Works Plan - Building Renewal Works		254,848					254,848
Furniture and Equipment							
Furniture & Equipment Renewals							
Plant and Equipment							
Equipment Renewals		73,976					73,976
Plant & Light Fleet Renewals		823,993	544,347			278,965	681
Infrastructure - bridges							
Annual Works Plan - Bridge Renewals		222,000			222,000		
Infrastructure (excluding bridges)							
Allocation for CBP Actions - Infrastructure Renewals		25,400					25,400
Allocation for CBP Actions - Infrastructure Upgrades/New	25,400						25,400
Annual Works Plan - Infrastructure (excluding Bridges) Renewals		677,025			677,025		
Annual Works Plan - Infrastructure (excluding Bridges) Upgrade/New	225,675				6,742		218,933
Increase in Asset Renewal Funding Allocation - Infrastructure (excluding bridges)		536,370					536,370
2027-28 Total	310,343	2,732,477	544,347		905,767	278,965	1,313,741

Shire of Bridgetown-Greenbushes

Forecast Statement of Capital Funding - for the period 2021 - 2036

Row Labels	New Service/ Expansion/ Upgrade Expenditure	Renewal Expenditure	Financing - Reserves Utilised	Financing - New Borrowings	Financing - Grants and Contributions	Financing - Proceeds on Sale of assets	Financing - General Revenue
2028-29							
Buildings							
Allocation for CBP Actions - Building Renewals		60,601					60,601
Allocation for CBP Actions - Building Upgrades/New	60,601						60,601
Increase in Asset Renewal Funding Allocation - Buildings		76,843					76,843
Annual Works Plan - Building Renewal Works		260,582					260,582
Furniture and Equipment							
Furniture & Equipment Renewals		37,815					37,815
Plant and Equipment							
Equipment Renewals		96,146	34,000				62,146
Plant & Light Fleet Renewals		386,579	244,645			141,588	346
Infrastructure - bridges							
Annual Works Plan - Bridge Renewals		226,000			226,000		
Infrastructure (excluding bridges)							
Allocation for CBP Actions - Infrastructure Renewals		25,972					25,972
Allocation for CBP Actions - Infrastructure Upgrades/New	25,972						25,972
Annual Works Plan - Infrastructure (excluding Bridges) Renewals		679,198			679,198		
Annual Works Plan - Infrastructure (excluding Bridges) Upgrade/New	226,400				4,569		221,831
Increase in Asset Renewal Funding Allocation - Infrastructure (excluding bridges)		691,582					691,582
2028-29 Total	312,973	2,541,318	278,645		909,767	141,588	1,524,291

Shire of Bridgetown-Greenbushes

Forecast Statement of Capital Funding - for the period 2021 - 2036

Row Labels	New Service/ Expansion/ Upgrade Expenditure	Renewal Expenditure	Financing - Reserves Utilised	Financing - New Borrowings	Financing - Grants and Contributions	Financing - Proceeds on Sale of assets	Financing - General Revenue
2029-30							
Buildings							
Allocation for CBP Actions - Building Renewals		61,965					61,965
Allocation for CBP Actions - Building Upgrades/New	61,965						61,965
Increase in Asset Renewal Funding Allocation - Buildings		107,908					107,908
Annual Works Plan - Building Renewal Works		266,445					266,445
Furniture and Equipment							
Furniture & Equipment Renewals		11,295					11,295
Plant and Equipment							
Equipment Renewals							
Plant & Light Fleet Renewals		693,078	534,578			158,112	388
Infrastructure - bridges							
Annual Works Plan - Bridge Renewals		230,000			230,000		
Infrastructure (excluding bridges)							
Allocation for CBP Actions - Infrastructure Renewals		26,556					26,556
Allocation for CBP Actions - Infrastructure Upgrades/New	26,556						26,556
Annual Works Plan - Infrastructure (excluding Bridges) Renewals		681,374			681,374		
Annual Works Plan - Infrastructure (excluding Bridges) Upgrade/New	227,125				2,393		224,732
Increase in Asset Renewal Funding Allocation - Infrastructure (excluding bridges)		971,173					971,173
2029-30 Total	315,646	3,049,794	534,578		913,767	158,112	1,758,983

Shire of Bridgetown-Greenbushes

Forecast Statement of Capital Funding - for the period 2021 - 2036

Row Labels	New Service/ Expansion/ Upgrade Expenditure	Renewal Expenditure	Financing - Reserves Utilised	Financing - New Borrowings	Financing - Grants and Contributions	Financing - Proceeds on Sale of assets	Financing - General Revenue
2030-31							
Buildings							
Allocation for CBP Actions - Building Renewals		63,359					63,359
Allocation for CBP Actions - Building Upgrades/New	63,359						63,359
Increase in Asset Renewal Funding Allocation - Buildings		129,211					129,211
Annual Works Plan - Building Renewal Works		272,440					272,440
Furniture and Equipment							
Furniture & Equipment Renewals		19,011					19,011
Plant and Equipment							
Equipment Renewals		16,890					16,890
Plant & Light Fleet Renewals		833,081	558,012			274,398	671
Infrastructure - bridges							
Annual Works Plan - Bridge Renewals		235,000			235,000		
Infrastructure (excluding bridges)							
Allocation for CBP Actions - Infrastructure Renewals		27,154					27,154
Allocation for CBP Actions - Infrastructure Upgrades/New	27,154						27,154
Annual Works Plan - Infrastructure (excluding Bridges) Renewals		691,280			691,280		
Annual Works Plan - Infrastructure (excluding Bridges) Upgrade/New	230,427				2,789		227,638
Increase in Asset Renewal Funding Allocation - Infrastructure (excluding bridges)		1,162,895					1,162,895
2030-31 Total	320,940	3,450,321	558,012		929,069	274,398	2,009,782

Shire of Bridgetown-Greenbushes
Forecast Statement of Capital Funding - for the period 2021 - 2036

Row Labels	New Service/ Expansion/ Upgrade Expenditure	Renewal Expenditure	Financing - Reserves Utilised	Financing - New Borrowings	Financing - Grants and Contributions	Financing - Proceeds on Sale of assets	Financing - General Revenue
2031-32							
Buildings							
Allocation for CBP Actions - Building Renewals		64,785					64,785
Allocation for CBP Actions - Building Upgrades/New	64,785						64,785
Increase in Asset Renewal Funding Allocation - Buildings		155,900					155,900
Annual Works Plan - Building Renewal Works		278,570					278,570
Furniture and Equipment							
Furniture & Equipment Renewals		35,034					35,034
Plant and Equipment							
Equipment Renewals		22,212					22,212
Plant & Light Fleet Renewals		311,121	193,729			117,106	286
Infrastructure - bridges							
Annual Works Plan - Bridge Renewals		239,000			239,000		
Infrastructure (excluding bridges)							
Allocation for CBP Actions - Infrastructure Renewals		27,765					27,765
Allocation for CBP Actions - Infrastructure Upgrades/New	27,765						27,765
Annual Works Plan - Infrastructure (excluding Bridges) Renewals		693,460			693,460		
Annual Works Plan - Infrastructure (excluding Bridges) Upgrade/New	231,153				609		230,544
Increase in Asset Renewal Funding Allocation - Infrastructure (excluding bridges)		1,403,099					1,403,099
2031-32 Total	323,703	3,230,946	193,729		933,069	117,106	2,310,745

Shire of Bridgetown-Greenbushes

Forecast Statement of Capital Funding - for the period 2021 - 2036

Row Labels	New Service/ Expansion/ Upgrade Expenditure	Renewal Expenditure	Financing - Reserves Utilised	Financing - New Borrowings	Financing - Grants and Contributions	Financing - Proceeds on Sale of assets	Financing - General Revenue
2032-33							
Buildings							
Allocation for CBP Actions - Building Renewals		66,242					66,242
Allocation for CBP Actions - Building Upgrades/New	66,242						66,242
Increase in Asset Renewal Funding Allocation - Buildings		187,936					187,936
Annual Works Plan - Building Renewal Works		284,838					284,838
Furniture and Equipment							
Furniture & Equipment Renewals							
Plant and Equipment							
Equipment Renewals		8,723					8,723
Plant & Light Fleet Renewals		938,622	645,609			292,298	715
Infrastructure - bridges							
Annual Works Plan - Bridge Renewals		243,000			243,000		
Infrastructure (excluding bridges)							
Allocation for CBP Actions - Infrastructure Renewals		28,390					28,390
Allocation for CBP Actions - Infrastructure Upgrades/New	28,390						28,390
Annual Works Plan - Infrastructure (excluding Bridges) Renewals		695,638			694,069		1,569
Annual Works Plan - Infrastructure (excluding Bridges) Upgrade/New	231,879						231,879
Increase in Asset Renewal Funding Allocation - Infrastructure (excluding bridges)		1,691,420					1,691,420
2032-33 Total	326,511	4,144,809	645,609		937,069	292,298	2,596,344

Shire of Bridgetown-Greenbushes

Forecast Statement of Capital Funding - for the period 2021 - 2036

Row Labels	New Service/ Expansion/ Upgrade Expenditure	Renewal Expenditure	Financing - Reserves Utilised	Financing - New Borrowings	Financing - Grants and Contributions	Financing - Proceeds on Sale of assets	Financing - General Revenue
2033-34							
Buildings							
Allocation for CBP Actions - Building Renewals		67,733					67,733
Allocation for CBP Actions - Building Upgrades/New	67,733						67,733
Increase in Asset Renewal Funding Allocation - Buildings		199,640					199,640
Annual Works Plan - Building Renewal Works		291,247					291,247
Furniture and Equipment							
Furniture & Equipment Renewals		48,138					48,138
Plant and Equipment							
Equipment Renewals		125,605					125,605
Plant & Light Fleet Renewals		492,707	356,057			136,317	333
Infrastructure - bridges							
Annual Works Plan - Bridge Renewals		247,000			247,000		
Infrastructure (excluding bridges)							
Allocation for CBP Actions - Infrastructure Renewals		29,028					29,028
Allocation for CBP Actions - Infrastructure Upgrades/New	29,028						29,028
Annual Works Plan - Infrastructure (excluding Bridges) Renewals		697,814			694,069		3,745
Annual Works Plan - Infrastructure (excluding Bridges) Upgrade/New	232,605						232,605
Increase in Asset Renewal Funding Allocation - Infrastructure (excluding bridges)		1,796,758					1,796,758
2033-34 Total	329,366	3,995,670	356,057		941,069	136,317	2,891,593

Shire of Bridgetown-Greenbushes

Forecast Statement of Capital Funding - for the period 2021 - 2036

Row Labels	New Service/ Expansion/ Upgrade Expenditure	Renewal Expenditure	Financing - Reserves Utilised	Financing - New Borrowings	Financing - Grants and Contributions	Financing - Proceeds on Sale of assets	Financing - General Revenue
2034-35							
Buildings							
Allocation for CBP Actions - Building Renewals		69,257					69,257
Allocation for CBP Actions - Building Upgrades/New	69,257						69,257
Increase in Asset Renewal Funding Allocation - Buildings		245,607					245,607
Annual Works Plan - Building Renewal Works		297,800					297,800
Furniture and Equipment							
Furniture & Equipment Renewals		24,022					24,022
Plant and Equipment							
Equipment Renewals							
Plant & Light Fleet Renewals		1,159,588	743,995			414,579	1,014
Infrastructure - bridges							
Annual Works Plan - Bridge Renewals		252,000			252,000		
Infrastructure (excluding bridges)							
Allocation for CBP Actions - Infrastructure Renewals		29,681					29,681
Allocation for CBP Actions - Infrastructure Upgrades/New	29,681						29,681
Annual Works Plan - Infrastructure (excluding Bridges) Renewals		699,987			694,069		5,918
Annual Works Plan - Infrastructure (excluding Bridges) Upgrade/New	233,329						233,329
Increase in Asset Renewal Funding Allocation - Infrastructure (excluding bridges)		2,210,463					2,210,463
2034-35 Total	332,267	4,988,405	743,995		946,069	414,579	3,216,029

Shire of Bridgetown-Greenbushes

Forecast Statement of Capital Funding - for the period 2021 - 2036

Row Labels	New Service/ Expansion/ Upgrade Expenditure	Renewal Expenditure	Financing - Reserves Utilised	Financing - New Borrowings	Financing - Grants and Contributions	Financing - Proceeds on Sale of assets	Financing - General Revenue
2035-36							
Buildings							
Allocation for CBP Actions - Building Renewals		70,815					70,815
Allocation for CBP Actions - Building Upgrades/New	70,815						70,815
Increase in Asset Renewal Funding Allocation - Buildings		287,835					287,835
Annual Works Plan - Building Renewal Works		304,501					304,501
Furniture and Equipment							
Furniture & Equipment Renewals		59,986					59,986
Plant and Equipment							
Equipment Renewals							
Plant & Light Fleet Renewals		722,177	493,380			228,240	557
Infrastructure - bridges							
Annual Works Plan - Bridge Renewals		257,000			257,000		
Infrastructure (excluding bridges)							
Allocation for CBP Actions - Infrastructure Renewals		30,349					30,349
Allocation for CBP Actions - Infrastructure Upgrades/New	30,349						30,349
Annual Works Plan - Infrastructure (excluding Bridges) Renewals		710,067			704,616		5,451
Annual Works Plan - Infrastructure (excluding Bridges) Upgrade/New	236,689						236,689
Increase in Asset Renewal Funding Allocation - Infrastructure (excluding bridges)		2,590,511					2,590,511
2035-36 Total	337,853	5,033,241	493,380		961,616	228,240	3,687,858
Grand Total	4,671,508	44,675,673	6,809,757		13,694,612	2,971,414	25,871,398



Annual Report & Annual Financial Report

for the year ending 30 June 2020

Our Vision

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



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PART 1 - OVERVIEW

Information about this Report

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

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

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

Our Shire

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

The Shire includes the townsites of:

- Bridgetown
- Greenbushes
- North Greenbushes
- Hester
- Yornup

Within the Shire are the following localities:

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

The Shire is bordered by:

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

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

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

The Shire of Bridgetown-Greenbushes Administration Office is located at
1 Steere Street Bridgetown

(PO Box 271, Bridgetown 6255)

Phone: 97610 800

Fax: 97612 023

Email: btnshire@bridgetown.wa.gov.au

Website: www.bridgetown.wa.gov.au

Our Council and Organisational Structure

Elected Members

In 2019/20 the Council consisted of:

1 July 2019 – 19 October 2019

North Ward

Cr Tony Pratico (*President*)

Cr Pat Scallan

South Ward

Cr Julia Boyle

Cr Doreen Mackman

Cr Joann Moore

Cr John Nicholas

Cr Peter Quinby

Cr Alan Wilson (*Deputy President*)

Note due to the resignation of former councillor Chris Wallace on 22 January 2019 and Council resolving and obtaining approval from the Electoral Commissioner not to fill the vacant position prior to the October 2019 election there were only 8 councillors for this period.

19 October 2019 – 30 June 2020

North Ward

Cr Tony Pratico

Cr Joann Moore

South Ward

Cr John Bookless

Cr Julia Boyle

Cr Barbara Johnson (*Deputy President*)

Cr Jenny Mountford

Cr John Nicholas (*President*)

Cr Peter Quinby

Cr Alan Wilson



Council Meetings

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

Councillor Attendance at Meetings – 1 July 2019 to 30 June 2020

Councillor	No. of Council Meetings During Term	No. Attended	No. of Concept Forum Meetings During Term	No. Attended	No. of Electors Meetings During Term	No. Attended
John Bookless	17	17	8	8	1	1
Julia Boyle	17	16	8	8	1	1
Barbara Johnson	11	11	5	5	1	1
Doreen Mackman	6	6	3	3	0	0
Joann Moore	17	17	8	8	1	1
Jenny Mountford	11	11	5	5	1	1
John Nicholas	17	17	8	8	1	1
Tony Pratico	17	17	8	8	1	1
Peter Quinby	11	11	5	5	1	1
Pat Scallan	6	5	3	1	0	0
Alan Wilson	17	15	8	7	1	1

Council Concept Forums

Council Concept Forums are typically held on the 2nd Thursday each month excluding the months of January and December each year and the month of October every 2nd year, coinciding with ordinary local government elections. Therefore there wasn't a Concept Forum held in October 2019. Also, due to COVID-19 a Concept Forum wasn't held in April 2020.

Council Concept Forums involve councillors and staff meeting to propose, discuss and formulate philosophies, ideas, strategies and concepts for the development of the local government and the district. Such forums often involve projects that are in the early planning stage and are sometime away from being presented to Council for decision. In discussing such issues, staff look for guidance from the elected members as they research the matter and draft the report. Councillors and staff are also looking to present ideas and concepts for future consideration. Examples of the type of issues concept forums may cover include –

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

Committees

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

In 2019/20 ten (10) Advisory Committees functioned, these being:

- Access & Inclusion Advisory Committee
- Audit Committee
- Bush Fire Advisory Committee
- CEO Performance Review Committee
- Emergency Planning & Preparedness Advisory Committee (July 2019 -October 2019)
- Local Emergency Management Committee
- Roadwise Advisory Committee
- Sustainability Advisory Committee
- Trails Development Advisory Committee
- Youth Services Advisory Committee (July 2019 – May 2020)

Objectives - Access & Inclusion Advisory Committee

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



Objectives - Audit Committee

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

Objectives - Bush Fire Advisory Committee

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

Objectives - CEO Performance Review Committee

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

Emergency Planning & Preparedness Advisory Committee

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

Note this Committee was disbanded by Council in October 2019.

Objectives - Local Emergency Management Committee (LEMC)

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

Objectives - Roadwise Advisory Committee

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

Objectives - Sustainability Advisory Committee

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

Objectives - Trails Development Advisory Committee

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

Objectives - Youth Services Advisory Committee

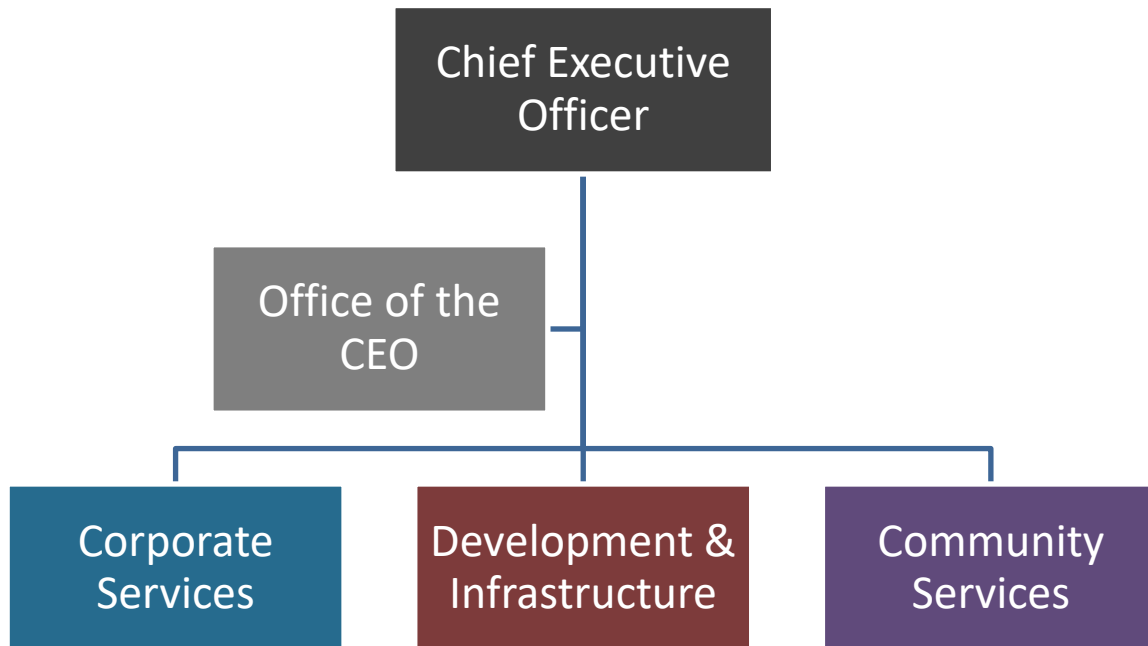
1. To advise Council on the establishment of priorities and review of progress on the implementation of the strategies identified in the relevant Youth Plan.
2. To formally report to Council annually on the implementation of the Youth Plan.
3. To recommend to Council any changes to the priorities identified in the Youth Plan either as part of the annual review process, or if necessary at other times of the year.

Note Council placed this Committee into recess in May 2020.



Organisational Structure

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



Under the current structure the staff in the 'Office of the CEO' report directly to the CEO. All other departments report to an Executive Manager, being:

- Executive Manager Corporate Services – Michelle Larkworthy
- Executive Manager Development & Infrastructure – Gilbert Arlandoo
- Executive Manager Community Services – Elizabeth Dennis



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

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
Ranger & Regulatory Services

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)
Shire Building Maintenance
Cleaning of Shire Facilities

Development & Infrastructure

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
Planning & Development Approvals
Town Planning Schemes and
Amendments
Subdivisions
Road Names
Heritage
Building Approvals
Environmental Health
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

President's Report

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

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

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

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

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

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

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

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

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

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

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

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

I would like to thank my fellow Councillors for their support during 2019/2020 particularly through the difficult days of the Pandemic and for their tireless efforts throughout the year.

Similarly, I would like to express my appreciation to the Chief Executive Officer, Tim Clynch and his senior management team of Michelle Larkworthy, Elizabeth Denniss and Gilbert Arlandoo. Their professionalism, dedicated and persistence to the delivery on action and projects and the day to day governance of the Shire ensure that we remain a well-respected, high performing local government organisation now and into the future.

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



John Nicholas JP
Shire President

Chief Executive Officer's Report

Note this report is limited to reporting during the period from 1 July 2019 to 30 June 2020.

During 2019/20 the following meetings of Council were held:

- 12 Ordinary Council meetings;
- 5 Special Council Meetings;
- 10 Council Concept Forums; and
- 1 Annual General Meeting of Electors.

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

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

There were a number of events, issues and projects that occurred during 2019/20 and these are commented on below:

Council Elections

Ordinary Council elections were held on Saturday 19 October 2019. Two vacancies applied for the North Ward and four vacancies for the South Ward.

Council had previously resolved to conduct the 2019 elections as a postal election, appointing the Electoral Commissioner to be responsible for the conduct of the election.

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

Candidates for the two vacancies in North Ward were Dennis Lingane, Tony Pratico and Joann Moore. At the conclusion of the count, the Returning Officer declared Tony Pratico elected for a four year term and Joann Moore elected for a two year term.

Candidates for the four vacancies in the South Ward were Peter Quinby, Doreen Mackman, John Nicholas, Lani Carroll-Newton, Barbara Johnson, Anita Iuretigh, Jenny Mountford and Andrew Matthews. At the conclusion of the count, the Returning Officer declared Jenny Mountford, Barbara Johnson, Peter Quinby and John Nicholas elected for 4 year terms.

The full results are set out in the following tables:

North Ward

Candidates	Votes	Percentage
Lingane, Dennis	89	17.49%
Pratico, Tony	262	51.47%
Moore, Joann	158	31.04%
Total Valid Votes	509	100%
Total number of Electors	697	
Formal Ballot Papers	312	
Informal Ballot Papers	0	
Turnout Rate		44.76%

South Ward

Candidates	Votes	Percentage
Quinby, Peter	622	14.45%
Mackman, Doreen	495	11.50%
Nicholas, John	574	13.33%
Carroll-Newton, Lani	278	6.46%
Johnson, Barbara	680	15.80%
Iuretigh, Anita	488	11.34%
Mountford, Jenny	776	18.03%
Matthews, Andrew	392	9.11%
Total Valid Votes	4,305	100%
Total number of Electors	2,804	
Formal Ballot Papers	1,290	
Informal Ballot Papers	8	
Turnout Rate		46.29%

After 18 years' service as a councillor for the North Ward Pat Scallan chose not to recontest the 2019 Council elections. Doreen Mackman unsuccessfully contested the election for the South Ward and left her position of councillor after 8 years' service to the community.

Election of President and Deputy President

Following the ordinary local government elections a Special Council meeting was held on 21 October 2019 for the purpose of swearing in the newly elected councillors and for the Council to elect a President and Deputy President.

Three nominations for President were received from Cr Bookless, Cr Nicholas and Cr Wilson and a secret ballot resulted in Cr Nicholas being declared elected.

Two nominations for Deputy President were received from Cr Bookless and Cr Johnson and a secret ballot resulted in Cr Johnson being declared elected.

COVID-19

COVID-19 was declared a pandemic by the World Health Organisation on 11th March 2020. On 16 March 2020 the Government of Western Australia declared a State of Emergency. A series of restrictions were subsequently imposed on individuals and businesses, affecting the social, cultural and economic well-being of our community. As a result, on 8 May 2020, the Local Government (COVID-19 Response) Ministerial Order 2020 was gazetted.

At a Special Council Meeting held 6 April 2020 Council considered its response to COVID-19 resolved amongst other things to:

- Formally acknowledge the impacts both economically and socially that COVID-19 is having on its community.
- Endorse a Community Response Plan and 2020/21 Budget Framework document.
- Foreshadowed in its (at that time) imminent review of its Long Term Financial Plan and Corporate Business Plan Council consider bringing forward capital projects that drive economic stimulus, job creation and community benefit.



Some minor amendments to the COVID-19 Community Response Plan and 2020/21 Budget Framework document were made by Council at subsequent meetings. The initiatives or components of the Community Response Plan and 2020/21 Budget Framework document were:

1. Zero rate increases for 2020/21. Note this doesn't factor in changes to GRV values occurring due to development of land. Note under the Long Term Financial Plan implementing a zero rate increase for 2020/21 will forego a forecast 4.1% rates increase.
2. Waive all penalty interest for late payment of current rates arrears from 1 April 2020 to 30 June 2020.
3. Encourage flexible payment plans for current rates arrears and future 2020/21 rates subject to such plan showing rates paid in full by 30 June 2021. No administration fees to be applied for duration of payment plans entered into from 1 April 2020 to 31 December 2020.
4. Reduce penalty interest charges from 1 July 2020 for late payment of 2020/21 rates (including ESL) and any other prior rates arrears, from 11% to 5.5%, subject to the ratepayer entering into an approved payment plan for full payment of rates by 30

June 2021. Note if no payment plan is entered into by 31 December 2020 then interest of 8% is to apply. Note the imposition of these penalty interest charges doesn't apply to those ratepayers that on application have been determined to meet the criteria within Council's COVID-19 Financial Hardship Policy.

5. No administration fees and reduce interest from 5.5% to 3% on the statutory 4 rate instalment option for payment of 2020/21 rates.
6. Where approved rates payment plans don't provide for full payment of outstanding rates by 30 June 2021 8% interest will be applicable from 1 July 2020.
7. Where a ratepayer is determined to meet the criteria within Council's COVID-19 Financial Hardship Policy no interest on rates arrears is to be applied.
8. Suspend debt recovery for unpaid rates not on instalments or approved payment plans until 31.12.20. Note this doesn't mean a write off of debt.
9. Zero increase to fees and charges for 2020/21.
10. Refund of 2019/20 alfresco dining fees from 1 April 2020 to 30 June 2020.
11. Waiving of 2020/21 alfresco dining fees.
12. Refund of annual health food premises surveillance fees for 2019/20 (note doesn't include event stallholders).
13. Waiving of annual health food premises surveillance fees for 2020/21 (note doesn't include event stallholders).
14. Waiving of visitor centre administration fee for cancelled accommodation bookings.
15. Refund of 50% of 2019/20 temporary caravan park (linked to events) licence fees as 2 of the 4 special events linked to this licence were cancelled due to COVID-19.
16. Waive lease fee for Leisure Centre health & fitness room from 1 April 2020 with assumption that use of fitness room will be able to recommence 1 October 2020.
17. Extend existing Leisure Centre membership periods by the period of time the facility is unable to be accessed.
18. Discount 2020/21 Visitor Centre Membership Fees by 50%.
19. Waiving of fees for extension of planning approvals and building permits until 30 June 2021 in acknowledgement that construction times will likely be drawn out.
20. Refund of unused fees/charges for sporting clubs (assumes no football or soccer in 2020/21 but cricket and harness racing will proceed).
21. Where community grants, service agreements or other donations have been earmarked in 2019/20 budget for delivery of events subsequently cancelled due to COVID-19 the grant recipients are able to claim for cash expenses incurred in planning for the event up to the amount of the grant.

In recognition of the financial impacts to the organisation due to COVID-19 the Shire employees agreed to a wage freeze in 2019/20.

The support by staff for a wage freeze vote spoke volumes for our positive culture and showed that the Shire staff was united in recognising the challenges that arose from COVID-19.

Councillors also responded to the challenge and agreed to take a one-off 10% reduction in their fees/allowances in 2020/21.

Councillors and staff demonstrated an ongoing commitment in response to COVID-19, continuing to provide services to our community in what was a very challenging period.

Due to public gathering restrictions two council meetings and one concept forum were held electronically with councillors attended remotely using 'zoom' technology. Perhaps reflecting the take up of technology in the community councillors and staff were able to use the electronic platform to good effect and orderly debate and proper consideration of all matters occurred at these meetings.

Our community demonstrated great resilience during the COVID-19 'restrictions' earlier in the year. Shire staff and councillors sought to engage with community members during this period to monitor how people were coping during this unprecedented time, particularly with situation reports changing so frequently. This included visiting local businesses, residents, community groups and sporting groups.

Thanks to the efforts of the Western Australian Local Government Association the local government sector had excellent communications with the State Government with local government being a good conduit to the community. Weekly webinars were held for several months with a series of State Government Ministers and staff providing information to the sector and answering relevant questions.

I am pleased to confirm that the Shire Administration Office remained open to the public throughout the height of the pandemic with a number of precautions being in place to protect customers and staff.



Due to Government directives we, together with all other local governments, had to close our library, visitor centre, leisure centre and halls for a 72 day period. Other than these facilities our normal service levels/delivery were maintained. Permanent staff in the closed facilities continued to be employed throughout the period. The Library “Click and Collect” service was one example of finding new ways to serve the community.

The re-opening facilities and services occurred with very little notice or lead in time, requiring management of new mandated requirements in terms of social distancing, customer registration requirements, redefining entry and exit points to our facilities and of course hygiene. COVID-19 safety plans were developed for our facilities and staff also assisted groups and individuals to develop plans for local business, events, activities and gatherings

Importantly, we wanted to ‘stay connected’ during the COVID-19 restrictions, while complying with State Government mandates. We did this by regular video messaging from our Shire President and Deputy President as well as providing online resources in the areas of local business support/shopping/home delivery; art and culture; sport and recreation. We also ensure that we were posting accurate and regular updates regarding the pandemic on our Facebook page, using reliable sources only (State and Federal Government sources). We wanted our website and Facebook page to be a point of connectivity and accurate information during very isolating and challenging times.

As always our community responded with resilience, humour, strength and care. We interviewed a number of business owners, community groups and sporting groups to share their stories and experiences during the pandemic. Those interviews were shared in video format on our website and Facebook page.

As a result of the improved use of technology to stay connected and engaged with our community, we decided to review our approach future engagement and communications as we enter the brave new world post COVID.

Regional Cooperation

The Shire of Bridgetown-Greenbushes continued to be a member of the Warren Blackwood Alliance of Councils (WBAC) together with the Shires of Manjimup and Nannup. In late 2018/19 the Shire of Donnybrook-Balingup had joined on a 12 month trial and this was formalised in 2019/20 with that Shire becoming a full member.

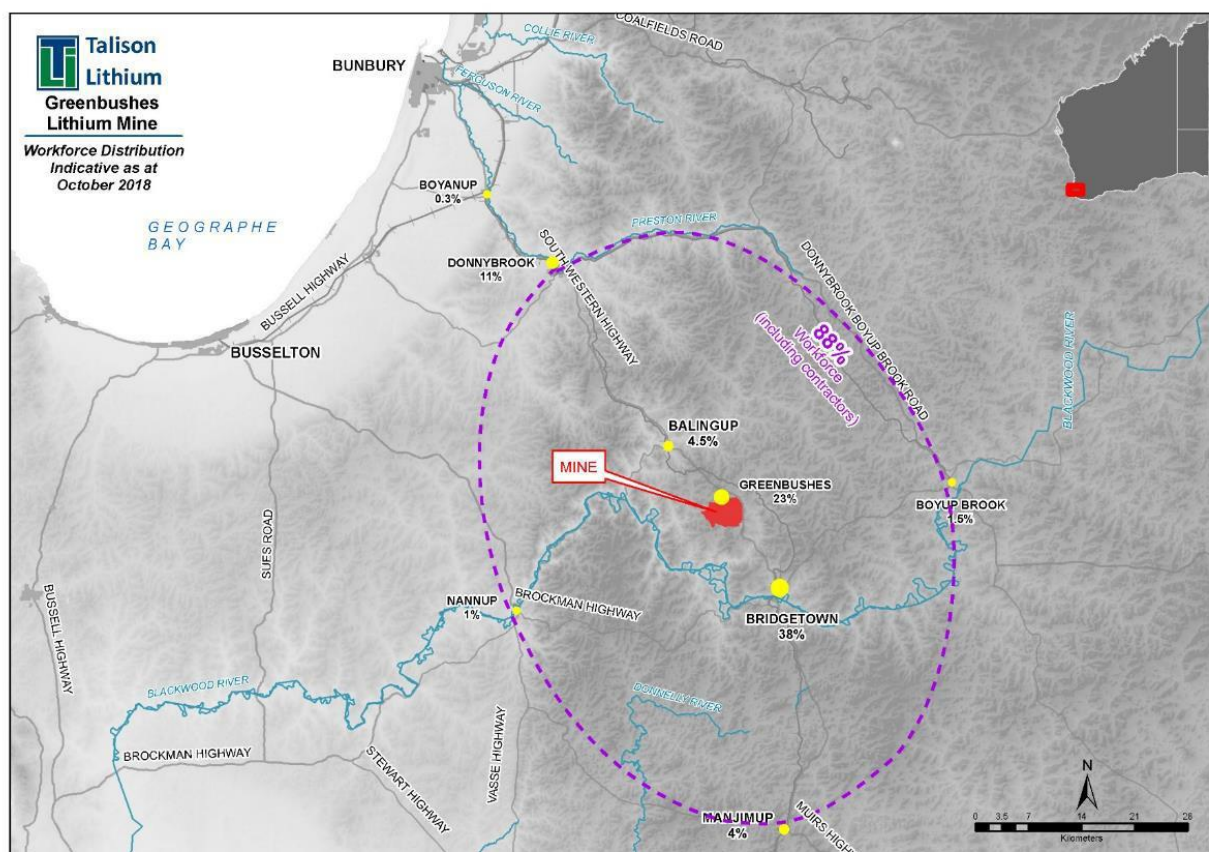
The Shire of Bridgetown-Greenbushes was also an active member of the South West Zone of the Western Australian Local Government Association, a representative group of all 12 local governments of the South West Region.

Shire of Bridgetown-Greenbushes Growth Strategy

The Talison Lithium expansion project is likely to see a doubling of operational workforce numbers from around 500 to approximately 1,000 workers.

Talison Lithium has a residential operations workforce. Approximately 88% of their operations staff resides within a 30 minute drive of the mine. Therefore their operations

workforce is predominantly residing within a circle from Donnybrook in the north, Boyup Brook in the east, Manjimup in the south and Nannup in the west.



Approximately 61% of the staff resides in the Shire of Bridgetown-Greenbushes (38% in Bridgetown and surrounds and 23% in Greenbushes/North Greenbushes). The next highest town for current Talison Lithium operations staff is Donnybrook at 11%.

If the distribution of new employees were to remain consistent with current settlement patterns then there is potential for approximately 300 new workers at the mine to be residing within our Shire. Noting advice from Talison Lithium that the majority of its workers have families and are seeking a residential mining job the local impacts of the mine expansion project are significant. Using the ABS statistic of 2.6 persons per household the approximate 300 new workers could result in a potential population increase within the Shire of Bridgetown-Greenbushes of over 800 persons by 2023/24. This potentially represents an 18% population increase in this time.

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

In order to maximise this opportunity, the Shire of Bridgetown-Greenbushes has developed a regional growth strategy featuring four key priority areas (listed below) intended to drive town population growth, create jobs, generate economic activity and increase revenue to the State Government.

Economic Development

There is a significant opportunity for WA to assist in the expansion of lithium in the global battery value chain, in line with the State's Future Battery Industry Strategy.

A strategically located light industrial area near the Talison Greenbushes lithium mine would help to drive industrial growth and boost job creation in the region. Employment and training opportunities will also provide local people with regular and secure employment while delivering portable skills that have both national and international application.

The industrial area can be designed to house a range of small businesses servicing the mine, including transport, logistics, construction and equipment hire. There is also strong potential to promote new industry growth in innovation and R&D based around the lithium industry, further cementing our local comparative advantage.

Youth and Recreation

Improving the sport and recreation opportunities for our youth will help to boost tourism to the Shire and will increase the liveability of the town, through better levels of physical fitness, health and mental health for our residents. Under the Growth Strategy Council proposes the following upgrades:

- *Blackwood River Foreshore* – Incorporates upgrading the scenic Old Rectory Walk along the Blackwood River and extending the existing Bridgetown Art Trail to capitalise on the growth in trail and art tourism and draw even more art enthusiasts to the town.
- *Greenbushes Recreation Precinct* – Incorporates improvements to the precinct to transform it into a district-level sporting facility, improving sporting opportunities for both players and spectators. Upgrades to the nearby transit camping area are also planned, to increase affordable camping and attract more tourists to local festivals such as the Blues and Winter Festival.
- *Bridgetown Youth Precinct* – Incorporates the creation of an accessible space for at risk young people and families to engage, connect and participate in a range of activities and events.



Safety and Industry

While the expansion of the Talison mine has led to a number of benefits for our community, it has also increased freight demand on the roads, affecting local access and safety. Ensuring the safety of our community, particularly school children, is a priority for Council.

While feasibility is being assessed for the recommissioning of rail for the additional lithium movements, Council proposes an immediate upgrade to accommodate traffic movement in the town centre, ensuring the safety of locals and truck drivers. This investment, including an upgrade to the Greenbushes CBD Parking precinct, will ensure the continued critical connection of foot traffic through the town centre and safer access to shops, supporting our retail and commercial spaces.

Council has asked the State Government to commit to ensuring continued prosperity and liveability for the people of the Shire, as well as promoting greater tourism and local business investment. Council believes these proposals will help to:

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

In 2019/20 the focus of the Growth Strategy has been to progress planning and design of the various projects and secure funding to facilitate delivery of the projects. Specifically planning occurred for the Blackwood River Foreshore Project, Town Hall/Civic Centre Revitalization Project, Bridgetown and Greenbushes Railway Stations Restoration Projects and the redevelopment of the Bridgetown Youth Precinct. The intention of Council is to deliver (construct) all these projects in 2020/21.

On 28 January 2020, the Australian Government announced that it would provide funding under the Drought Communities Program (DCP) - Extension to a further 52 councils experiencing hardship due to the drought. The Shire of Bridgetown-Greenbushes is one of those councils. An amount of \$1 million was allocated to the Shire of Bridgetown-Greenbushes.

The objectives of the Drought Communities Program are to deliver support to targeted drought affected regions of Australia by funding:

- Local community infrastructure
- Other drought relief projects

Funding will target infrastructure and other projects that:

- Provide employment for people whose work opportunities have been impacted by drought
- Stimulate local community spending
- Use local resources, business and suppliers
- Provide lasting benefit to communities and the agricultural industries on which they depend.

Council earmarked the DCP funding to four of its Growth Strategy Projects, being the Blackwood River Foreshore Upgrade Project, Town Hall/Civic Centre Revitalization Project

and the Bridgetown & Greenbushes Railway Stations Restoration Projects. As at 30 June 2020 additional funding was being sought from the State Government. Planning of the above projects as well as the Bridgetown Youth Precinct Project occurred throughout 2019/20 with the following status as at 30 June 2020:

- Blackwood River Foreshore Upgrade Project – community consultation completed; detailed design plans completed; business case being developed; part funding secured; construction to commence either late 2020 or early 2021 with completion to occur by 30 June 2021.
- Town Hall/Civic Centre Revitalization Project - detailed design plans being prepared; business case being developed; part funding secured; construction to commence either late 2020 or early 2021 with completion to occur by 30 June 2021.
- Bridgetown & Greenbushes Railway Stations Restoration Projects – Majority of planning and design completed; part funding secured; construction to commence either late 2020 or early 2021 with completion to occur by 30 June 2021.
- Bridgetown Youth Precinct Project – community consultation with specific focus on youth sector consultation completed; conceptual design completed; funding to be secured.

Late in 2019/20 grant funding of \$40,000 was received from the South West Development Commission for preparation of business cases for some of the growth strategy projects. This amount was matched by \$5,000 Shire funds.



Bridgetown Leisure Centre Initiatives

The 24 hour gym at the Bridgetown Leisure Centre (BLC) was expanded during the year. The total project value was \$324,600 and was part funded by a Sports Australia Grant of \$108,200. This project doubled the size of the existing gym space at the BLC to allow for increased

seniors, children and teen 'gym fit' programs. The floor space increased from 85m² to 170m².

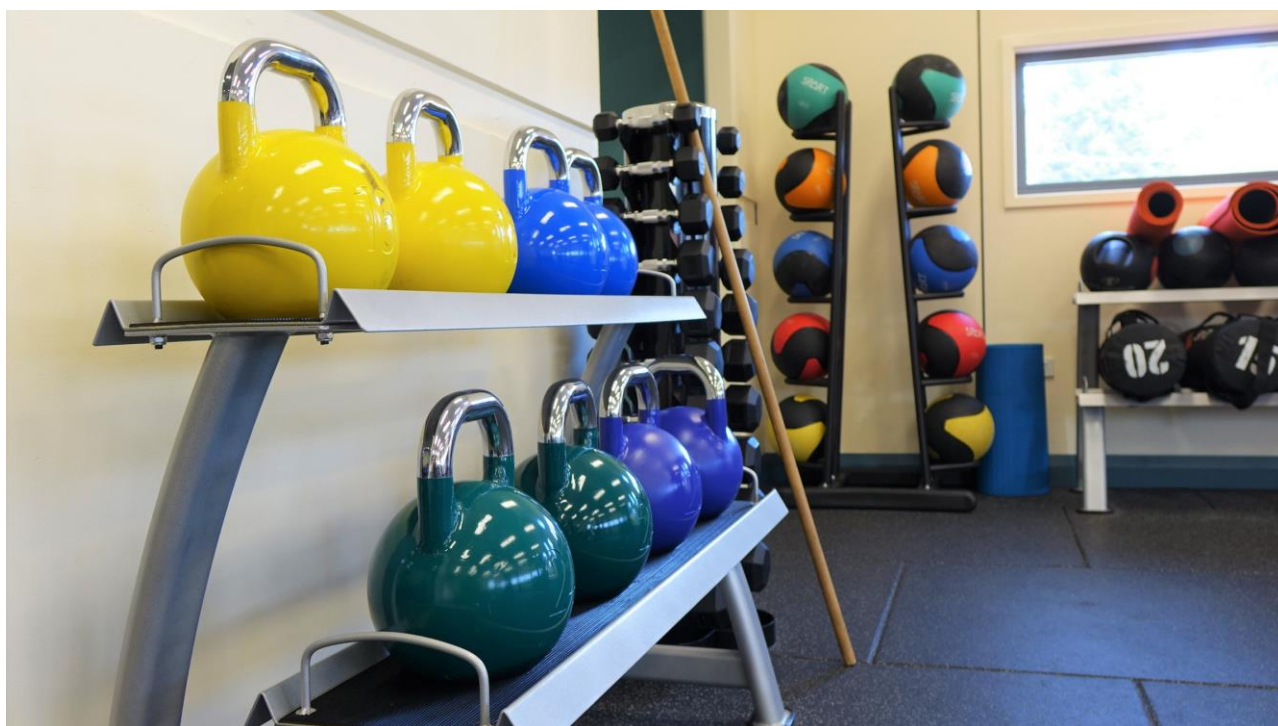
The gym expansion was the result of extensive consultation with user groups and whole of community. The project included the installation of photovoltaic systems on the roof of the building, landscaping and the lease of new gym equipment. This project complemented the minor modifications made back in 2016 which allowed for the gym to be available 24 hours to the public. The increased access at that time saw an increase in the demand and use/membership of the gym by approximately 64%.

The expansion of the gym saw the facility extend in a westerly direction to bring the gym portion of the building closer to the aquatic complex. This achieved a sense of increased integration of the two formerly separate facilities, provided enhanced floor space for the users of the gym (personal exercise space and space for equipment), further enhancing the health and recreation facilities available to the community.

The upper mezzanine level has now been leased to a private service provider - Health on Hampton - to provide health and fitness classes to the community that the BLC does not offer. This arrangement allows for a comprehensive range of health and fitness options to be available to the community from the BLC facility.

Importantly, the expansion of the gym included installation of photovoltaic systems. The 30KW system saves approximately \$11,000 per annum on electricity bills and has a return on investment of approximately 3 years.

It has been great to see the gym membership increase by 40% as a result of the expansion.



Risk Management

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

An organisational risk management framework has been developed including an organisational risk register, risk management policy which includes risk assessment and acceptance criteria. All organisational risks are assessed and reported at a corporate level according to the adopted assessment and acceptance criteria to allow consistency and informed decision making. The risk register addresses risks in the following areas:

- Asset Sustainability Practices
- Business & Community Disruption
- External Theft & Fraud
- Management of Facilities, Venues and Events
- Failure to Fulfil Compliance Requirements
- Document Management Processes
- IT & Communications Systems and Infrastructure
- Misconduct
- Employment Practices
- Engagement Practices
- Environment Management
- Errors, Omissions & Delays
- Project Management
- Safety and Security Practices
- Supplier/Contract Management

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

Regulation 17 of the Local Government (Audit) Regulations 1996 requires the CEO to review every three years the appropriateness and effectiveness of a local government's systems and procedures in relation to risk management, internal control and legislative compliance. A review was undertaken in 2019/20 and this found that Council's risk management, internal controls and legislative compliance systems and procedures were appropriate and effectively maintain significant controls. There were however a number of recommendations/improvements still made and these will be actioned over the next three years.

In December 2017 Council adopted a 'Ratio Improvement Action Plan' that comprised the following:

- A full review of Council's asset depreciation expenditure is undertaken. Specifically, a review of each individual Council asset (at component level) of its condition, useful life, remaining useful life and residual value.
- An assessment as to whether the Shire is revenue short or expenditure long by undertaking a comparison of neighbouring and similar sized Shires in relation to the level of own source revenue (i.e. rates, fees and charges) compared to expenditure.

- Development of a policy to guide future Council decisions in relation to the allocation of funds to renewal works versus upgrade works.
- That various scenarios are modelled during the next review of Council's Long Term Financial Plan in relation to achieving minimum ratio benchmarks.

Items contained in the above plan are being progressed over several years Council and its Auditor acknowledging that improving the Operating Surplus Ratio to meet the Department's benchmark is unlikely in the short term to medium term but Council should demonstrate improvement towards achieving the benchmark through its integrated planning processes. Progressive reporting on the Ratio Improvement Action Plan occurs to the Audit Committee.

The Shire's Occupational Health & Safety Committee meets on a regular basis consistent with legislation. The Shire participates in a regional occupational safety and health program which provides for specialist input into our safety processes.



Policy Review/Development

The annual review of policies was presented to the November 2019 Council meeting of the Standing Committee. This resulted in 12 policies being amended. Separate to the annual policy review the following policies were either prepared or reviewed in 2019/20:

Policy No.	Name of Policy	Date
A.14	Light Fleet Vehicle Purchasing	Amended February 2020
TP.17	Relocatable Storage Units	Amended April 2020
M.3	Councillor Training/Conferences and Continuing Professional Development	Adopted April 2020 to replace former Policy
M.40	Attendance at Events and Functions	Adopted April 2020
F.6	Purchasing	Amended April 2020
P.2	Holiday Accommodation	Amended April 2020
F.24	COVID-19 Financial Hardship	Adopted April 2020 Amended May 2020
I.16	Placement of Memorial Plaques	Amended June 2020

Review of Local Visitor Servicing

In 2018/19 Council had commenced a review of how visitor information services are delivered in the Shire. This encompasses a review of the best model for delivering these services and the best location (building) to deliver the services from. Council's reasons for reviewing local visitor information services were two-fold. One being to ensure that the functions and services of the visitor centre don't conflict with those of the recently established 'Southern Forests Blackwood Valley Tourism Association' (SFBVTA). The other reason is to arrest the declining financial performance of the existing visitor centre that is funded by the Shire (and thus the ratepayer).

In 2018/19 Council had resolved to review its model for delivering visitor information services commencing with a comprehensive community consultation/engagement program to discuss some options for different management models and locations (including the existing visitor centre building) for delivering visitor information services. Between March and 30 June 2019 a number of consultations were conducted on this issue with these being reported to the November 2019 Concept Forum where it was agreed that a business plan(s) be prepared for the outsourcing of visitor information services with the Bridgetown Greenbushes Business & Tourism Association (BGBTA) and Bridgetown Community Resource Centre to be formally approached to commence discussions on their interest in taking on visitor servicing. Discussions were held with both of these groups and during that process the BGBTA informed the Shire that it was withdrawing its interest in managing the visitor centre but maintained an interest in managing the jigsaw gallery. Summaries of the consultations were presented to the May 2020 Concept Forum where it was agreed that for the development of a business case and it is proposed that a twofold approach be taken as follows:

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

Funding was provided in Council's 2019/20 budget to engage a consultant to work with both groups and the Shire on preparing a business plan and these funds were to be carried forward into 2020/21 with completion of the business case to occur in that year.



Works Program

Set out below were the main features of the 2019/20 works program:

Road Works

- Winnejup Road (progressive reconstruction)
- Glentulloch Road (continuation of reconstruction commenced last year)
- Dalmore Road (gravel resheeting)
- Huitson Road (gravel resheeting)
- Eastcott Road (gravel resheeting)
- Campbells Road (gravel resheeting)
- Blackwood Park Road (gravel resheeting)
- Blackwood West Terrace (Minor widening and drainage works)
- Seaton Ross Road (minor shoulder widening)
- Kangaroo Gully Road (widening at intersection of Claret Ash Drive)
- Chevis Court (asphalt overlay intersection with Turner Road)
- Brockman Street (asphalt overlay)
- Doust Street (asphalt overlay between Mattamattup Street and Ford Road)
- Kandalee Road (gravel sheeting and drainage works)
- Taylors Road (widening and gravel sheeting)
- Farrell Street (gravel sheet selected locations)
- 2nd coat seals for previous year's works on Brockman Highway, Winnejup Road, Tweed Road and Glentulloch Road.

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

Drainage Works

- Mockerdillup Road (drainage and vegetation clearing)
- Huggett Place
- Lakeview Crescent
- Whittells Road
- Eedle Terrace
- Dean Street

Bridge Works

- Donnelly Mill Road
- Winnejup Road



Community Grants, Service Agreements and Other Donations

In 2019/20 Council continued to provide significant levels of financial assistance to the community, being the sum of \$160,000 in service agreements, community grants and donations. Some of the larger amounts were \$42,366 for the community landcare officer project, \$25,000 partial donation of rates for Geegeelup Village, \$11,892 support for Blues at Bridgetown, \$10,000 support for Henri Nouwen House and \$8,000 support for the Bridgetown Family and Community Centre.

Development Issues

In 2019/20 the Shire of Bridgetown-Greenbushes issued a total of 176 building permits with a development value of \$15,101,665 which included 37 new residences. This compares to the statistics for 2018/19, being 138 permits with a construction value of \$20,066,894* (38 new residences).

A total of 108 development (planning) approvals were issued (compared to 114 in 2018/19). This does not include scheme amendments, structure plans or subdivision applications.

**2018/19 included one permit valued at \$7million (for the Geegeelup Village expansion project) which is why the figure is lower in 2019/20.*

Changes to Parking Bays in Bridgetown CBD

In September 2019 new ACROD parking bays were installed next to the lawyer's office in Hampton Street and in the lower level of the Civic Centre car park. With the new ACROD bays being installed the former infirm parking bays on Hampton Street and the upper level of the Civic Centre car park were removed and replaced with ordinary parking bays.

These changes were the culmination of a 3 year parking review undertaken by Council. The review began as a result of a community consultation with seniors to develop the Age Friendly Community Plan, and included a number of complaints from infirm parking bay users regarding the difficulties associated with using those bays. Council's Access & Inclusion Committee, which contains a number of community representatives also advocated for the replacement of the infirm bays with proper ACROD parking bays.

The review identified a number of issues associated with the infirm parking bays, being:

- The infirm parking bays were exposing users and Council to risk as a result of the failure to meet Australian Standards required for disability parking bays. In particular, the standards relating to parallel parking (width, length, shared access area and kerbing/ramp requirements).
- Infirm parking bays were sign posted for people with disability (blue wheel chair) without the elements that provide for the safety of the users of ACROD parking bays, particularly those with mobility issues and/or wheel chairs.
- At the time of the review there were 6 active infirm parking permit holders entitled to use the infirm bays and 248 active ACROD parking permit holders that are entitled to use the infirm parking bays and ACROD parking bays.

- The same requirements and costs are necessary to obtain an infirm parking permit and an ACROD permit. ACROD permits can be used throughout Western Australia whereas infirm parking permits couldn't be used outside this Shire.

Council engaged an "Access and Inclusion" consultant to identify the best locations to install the ACROD parking bays. Due to its width Hampton Street isn't able to accommodate ACROD bays as the passing traffic is too close to the sides of the parking bays.

There are significant constraints which prohibit the installation of ACROD bays off the main street, as both car parks (behind IGA and the car park next to the bakery) and their pathway connections do not meet minimum standards for gradient.

There are now 7 ACROD parking bays managed by the Shire, 2 at the Bridgetown Leisure Centre, 1 at the Library, 2 in railway car park, 1 in Civic Centre car park and 1 adjacent to the lawyer's office in Hampton Street.

To compensate for the loss of infirm parking bays Council reduced the time limit for parking along the front of IGA from 2 hours to 1 hour to increase parking turnover and access to IGA. Council also reduced the time limit for the parking bays either side of the nib at the Northern end of IGA (old infirm bays outside of the Pharmacy and IGA) from 2 hours to 20 minute parking to increase access for people with mobility issues that want to be close to IGA and the Pharmacy.

Access and inclusion and community safety is of the upmost importance to Council. Opportunities to install other ACROD bays in and around Hampton Street will continue to be assessed.

Other Notable Items

- Australia Day events were held in Bridgetown and Greenbushes, the latter hosted by the Greenbushes Ratepayers and Residents Association. Winners of the 2020 Citizen of the Year Awards, more commonly known as the 'Australia Day Awards' were:
 - Citizen of the Year – Pat Scallan
 - Citizen of the Year – Youth (under 25 years) – Blair Bermingham
 - Citizen of the Year – Senior (over 65 years) – Barbara Dickson
 - Active Citizenship – Group or Event – Mystery Tour of Life (Roadwise Committee)
- Acquisition of land along Geegelup Brook continued in accordance with Council's applicable policy.
- Funding of \$45,320 was provided towards the 2nd year operations of the Southern Forest Blackwood Valley Tourism Association.
- Council commenced a review of wards and councillor representation with the outcomes to be determined in 2020/21.
- There was a significant amount of legislation impacting the local government sector progressed in 2019/20 by the State Government, including the review of the Local Government Act. Council monitored these reviews and contributed feedback at times

and also liaised with the Western Australian Local Government Association on the whole of sector position on these matters.

- Council approved plans for a proposed mine access road connecting South Western Highway to the entrance of the Talison Lithium mine. The approval of multiple State Government agencies is also required and Talison Lithium doesn't propose to commence construction of the road for 2-3 years.
- The Shire of Bridgetown-Greenbushes was one many local governments identified by the Department of Fire and Emergency Services (DFES) to participate in the Bushfire Risk Management Program. The Shire of Bridgetown-Greenbushes received Mitigation Activity grant funding of \$273,535 to undertake bushfire mitigation works on 30 sites within the Shire district. Council also funds its own mitigation program.
- The Shire continued to participate in a regional waste management study with other local governments of the south-west so that future options to use a regional site can be considered.
- In May 2019 Council had accepted a \$15,000 payment from the Water Corporation for a public art project, being the painting of murals and installation of a sculpture and landscaping at the sewerage pump station and surrounding area behind the Bridgetown Mini Mart. This project was completed in early 2020 and adds to the 'Bridgetown Art Trail' that was developed in 2018/19
- Council continued its partnership with the Bridgetown Harness Racing Club for the progressive reconstruction of horse stalls at Bridgetown Sportsground.
- Council endorsed a CCTV plan proposing the placement of new CCTV infrastructure at Bridgetown Sportsground Precinct, Bridgetown Skate Park, Bridgetown Tennis Club/Repertory Theatre Precinct (Hampton Street CBD Precinct, Bridgetown Library and Bridgetown Leisure Centre. Funding opportunities for the new CCTV is being sought, acknowledging that applicable funding isn't released on a regular basis.



- After many years dedicated service Michael Campbell stepped down from the position of the Shire's Chief Bush Fire Control Officer. Michael's dedication and leadership to our large number of bush fire volunteers was exemplary and he left with the appreciation of volunteers and community members. Greg Kennedy assumed the position of Chief Bush Fire Control Officer and being deputy for some years. Chris Doherty was subsequently elected as Deputy Chief Bush Fire Control Officer. I take this opportunity to thank all volunteers that contribute to the well-being of our fantastic community – from emergency service volunteers to those that assist community and sporting groups – so many in our community freely provide their time to assist others.



Appreciation

I thank all staff for their efforts during 2019/20. The whole of the Shire staff is responsible for a diverse range of duties and handle them most effectively and efficiently.

Finally, in conclusion I would also like to express appreciation for the efforts of all the councillors in 2019/20 for their work on behalf of the community.

Tim Clynh
Chief Executive Officer

PART 2 – PLAN FOR THE FUTURE

Council's Integrated Planning Framework

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

The core components are:

1. Strategic Community Plan

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

2. Corporate Business Plan

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

3. Annual Budget

- Financial statements and policies for one year

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

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

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

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

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

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

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

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

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

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

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

Integrated Planning provides for:

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

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

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

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



Overview of Council's Strategic Community Plan

Council adopted its current Strategic Community Plan 2019 at its ordinary meeting held on 29 April 2019.

The Integrated Planning Framework and Guidelines of the Department of Local Government, Sport and Cultural Industries states that at a minimum a desk top review of the Strategic Community Plan should be undertaken every two years, and a full review and renewed long-term visioning process be conducted every four years thus ensuring the community priorities and aspirations are kept up to date and relevant. Council in its 'Integrated Planning Review Cycle' recognises this approach and schedules desktop reviews and full reviews in 2 yearly intervals. A desktop review was conducted in 2018/19 with the next full review of the Strategic Community Plan scheduled for 2020/21.

The Strategic Community Plan prioritises community aspirations giving consideration to:

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

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

Council's current Strategic Community Plan has five (5) 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; and
5. Our leadership will be visionary, collaborative and accountable.

Objectives have been developed for each of the key goals and under each of these sit a number of strategies. The following page contains an overview of the Strategic Community Plan's key goals and objectives.

The Strategic Community Plan shares the vision and aspirations of our community and will influence how the Council resources and delivers it's planning and operations. The Plan is used in a number of ways, including:

- Guiding Council priority-setting and decision-making;
- A mechanism for the on-going interaction of local planning initiatives;
- Inform decision-making at other agencies and organisations, including community and State Government;
- Provide a rationale to pursue grants and other resources to demonstrate how specific projects align with the aspirations of the community and within the strategic direction outlined in the Strategic Community Plan;

- Inform potential investors and developers of the community’s key priorities, and the ways in which it seeks to grow and develop; and
- Engage local businesses, community groups and residents in various ways to contribute to the Shire’s future.

Under the 2019 desktop review process no changes were made to the vision, key goals and objectives.

The 2019 desktop review of the Strategic Community Plan was carried out by the Council and its Executive Leadership Team. This culminated in a Council Workshop held on 4 April 2019. In undertaking this review Council was cognisant that significant changes to its strategic directions and delivery of services shouldn’t be made via the Strategic Community Plan without a focused and specific community engagement program. On this basis the majority of modifications made to the 2017 version of the Strategic Community Plan to the 2019 version were for the purpose of updating grammar, tense and population statistics.

Notwithstanding the above, Council has made one change to strategies under the existing five key goal areas, being the addition of the following new strategy on page 31:

Key Goal 2: Our natural environment is valued, conserved and enjoyed.
 Objective 2.1: Value, protect and enhance our natural environment.
New Strategy 2.1.6: Recognise and respond to the impacts of climate change.

Notwithstanding that specific community engagement didn’t occur as part of the desktop review process Council determined that including a new strategy on climate change was consistent with community attitudes and concerns about the effects of climate change.

The next comprehensive review of the Plan is scheduled for 2020/21 and as at 30 June 2020 Council had developed its community engagement process for the review.



Overview of the Strategic Community Plan

Key Goals & 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 townsite 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	

Overview of Council's Corporate Business Plan

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

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

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

The process used for the review of the Corporate Business Plan (CBP) was:

1. At a Council strategic planning workshop held on 27 May 2019 it was agreed that the existing CBP contains far too many actions and in particular there were a large number of actions that were either operational in description or were not able to be effectively measured. The consensus at the workshop was that at this review of the CBP these types of actions should be removed in order to make the CBP a more focused and concise document.
2. The Executive Leadership Team assessed the current CBP and identified items that had been achieved, items that required a change to the intended delivery timeline and/or costs and new initiatives that would assist Council in delivery of its Strategic Community Plan. At the same time actions considered to be either operational in description or are not able to be effectively measured were identified for deletion from the CBP. This doesn't mean that these actions won't be delivered – instead they are seen as operational in nature.
3. The proposed changes to the actions contained in the CBP were presented to a Council Concept Forum held on 13 June 2019 where some changes were made.
4. All the changes to "Actions" agreed at the Council Concept Forum have been incorporated into an updated CBP together with minor changes to the balance of the CBP, including updated dates, councillor details and updated information on the organisational structure.
5. The updated CBP was presented to the ordinary meeting of Council held on 27 June 2020 where it was adopted with some further minor modifications being made.

A number of existing actions were reworded to clarify, amend or make clearer the intended outcomes. Also some timelines for actions have been amended.

The determination of what can be funded in each of the first 4 years of the CBP has been done with regard to the current LTFP with funding of new initiatives limited to the amounts specified in the table below (assuming no new loans will be taken out).

Year	Available Funding
2019/20	\$264,644
2020/21	\$142,372
2021/22	\$211,361
2022/23	\$339,681

Below is a summary of the changes made to the Action Tables from the former CBP to the new CBP adopted in June 2020:

Deleted Actions

- Former 1.1.1.1 – Support the establishment of job creation enterprises.
- Former 1.1.1.2 – Preserve priority agricultural areas.
- Former 1.1.2.1 – In partnership with the business community investigate potential to promote Bridgetown as a small conference destination.
- Former 1.1.2.2 – Determine the need for financial incentives for business to develop land in the LIA.
- Former 1.1.2.2 – Develop a Shire of Bridgetown-Greenbushes Economic Development Strategy.
- Former 1.1.2.6 – Partner with Talison Lithium to prepare an infrastructure plan to present to government on the infrastructure related impacts of the mine expansion project.
- Former 1.1.2.8 – Support the promotion of the Shire as a tourist destination.
- Former 1.1.5.2 – Continue to work with Water Corporation for the provision of infrastructure to improve and secure the continuity of potable water.
- Former 1.1.6.1 – Lobby Government on fixing mobile phone blackspots.
- Former 1.1.8.3 – Implement Local Trails Plan.
- Former 1.1.9.1 – In partnership with the local tourism sector and Shires of Manjimup and Nannup, proceed with the establishment of a Local Tourism Organisation (LTO).
- Former 1.1.9.2 – Review local visitor servicing to take into account establishment of the LTO and the associated financial implications (loss of revenue and financial contributions to LTO).
- Former 1.1.10.1 – Support festivals and events that promote local businesses and encourage community participation.
- Former 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.
- Former 1.2.1.3 – As part of the review of the Workforce Plan identify how a “can do” approach to development will be achieved.
- Former 1.2.2.1 – Support regular gatherings of local business to provide information; facilitate networking and demonstrate leadership.
- Former 1.2.3.1 – Attend and participate in "Business After 5" functions.
- Former 1.2.3.2 - Have Council representation on the BGBTA.
- Former 1.2.4.1 - Implement the recommendations of the 2016 Local Purchasing Audit.
- Former 2.1.1.2 – Undertake a stormwater drainage audit.
- Former 2.1.2.1 – Maintain financial support of the community landcare service.
- Former 2.1.2.2 - Work with local landcare groups in informing the community about the importance of weed control.
- Former 2.1.3.1 – Support local landcare groups in initiatives that improve the health of the Blackwood River.
- Former 2.1.5.1 – Ensure the Local Trails Masterplan identifies opportunities for trails adjacent to waterways.
- Former 2.2.1.3 – Maintain parkland infrastructure.
- Former 2.2.1.4 - Support establishment of “friends of” groups for parks, gardens and reserves.
- Former 2.2.2.1 - Install a demonstration of the use of Waterwise plants in one of the Shire’s flower beds.
- Former 2.2.2.2 - Install flow meters on the Shire’s main parks and garden water users.
- Former 2.2.3.1 - Have regard to conservation and natural environment in fire mitigation planning for Shire reserves.
- Former 2.2.3.3 - Implement reserve management or conservation plans.
- Former 2.2.5.1 - Audit all playgrounds and skate parks for safety and Australian standards compliance.
- Former 2.3.1.1 - Investigate the installation of energy and water saving equipment at Shire’s facilities.
- Former 2.3.2.1 - Consider environmental sustainability principles in planning for new Shire buildings.
- Former 2.3.2.2 - Budget on an annual basis the retrofitting of energy efficient or water efficient fittings or infrastructure on existing Shire buildings.
- Former 2.4.1.1 - Provide relevant information in Shire welcome packs and on Shire website.
- Former 2.4.1.2 - Feature regular articles on relevant topics in Council newsletter.
- Former 2.4.2.1 - Support the growth of community gardens.
- Former 2.4.2.2 - Feature regular articles on relevant topics in Council newsletter.
- Former 2.4.2.3 - Promote the reduction of water and energy use to the community.
- Former 2.5.1.1 - Monitor regional initiatives and opportunities.

- Former 2.5.1.3 - Operate the Bridgetown Waste Disposal Site within legislative standards.
- Former 2.5.1.5 - Operate the inert waste site.
- Former 2.5.1.6 - Develop a new liquid waste disposal facility.
- Former 2.5.1.7 - Conduct a post closure clean-up of the former green waste facility at Greenbushes.
- Former 2.5.1.8 - Develop an extension to existing waste cell.
- Former 2.5.2.1 - Develop waste information fact sheets and other initiatives to raise community awareness of the benefits of reduced waste outputs.
- Former 2.5.2.2 - Process construction and inert waste for reuse.
- Former 2.6.1.1 - Explore and encourage development of high density blocks for smaller/mixed housing options with sensitivity to natural environment and landscape.
- Former 2.6.1.2 - Development application process allows a balance between sensitively developed places and progressive development.
- Former 3.1.1.1 - Implement conservation plans for key shire owned heritage buildings.
- Former 3.1.1.4 - Relocate the Greenbushes Railway Station to the Greenbushes Discovery Centre for development as a new module.
- Former 3.1.2.2 - Street and footpath sweeping to be focused on Bridgetown Town Centre and street sweeping to be introduced into Greenbushes Town Centre.
- Former 3.1.3.1 - Celebrate the 150 year anniversary of Bridgetown in 2018.
- Former 3.2.1.1 - Plan for a youth precinct and hang out space in Bridgetown by completing and enhancing the skate park, creating linkages with the leisure centre, library and improving amenities such as shade, seating, landscaping and Wi Fi.
- Former 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.
- Former 3.2.1.3 - Renovate the Bridgetown Civic Centre and Shire Administration building.
- Former 3.2.1.6 - Replace parks and recreational equipment and facilities as per Replacement Plan.
- Former 3.2.1.7 - Investigate grant opportunities for replacement of pool solar system.
- Former 3.2.2.1 – Programs are targeted at all age groups and regularly change to encourage ongoing participation.
- Former 3.2.2.2 – Provide advocacy and support for existing youth group activities to continue.
- Former 3.2.2.3 – Work in partnership with clubs to ensure sporting facilities are fit for purpose and improved based on need/funding.
- Former 3.2.2.4 - Host community movie nights (summer only).
- Former 3.2.5.1 - Maintain the Shire's building inventory.
- Former 3.2.5.2 - Upgrade where required the Shire's buildings where a demonstrated need is identified.
- Former 3.3.1.1 - Annually review the 10 year strategic road works plan.
- Former 3.3.1.2 - Renew roads and drainage as identified under the 10 year strategic road works plan.
- Former 3.3.1.3 - Upgrade roads and drainage as identified under the 10 year strategic road works plan.
- Former 3.3.2.1 - Identify black spot eligible projects.
- Former 3.3.3.1 - Renew, upgrade or construct footpaths, trails and cycleways.
- Former 3.3.4.1 - Source gravel from private land for road works, using powers under the Local Government Act.
- Former 4.1.1.3 - Promote the availability of community grants and service agreements.
- Former 4.1.2.1 - Support a community based approach to the provision of art and culture development
- Former 4.1.2.2 - Deliver programs at the Bridgetown Leisure Centre that cater for the community's demographic needs.
- Former 4.1.2.3- Deliver programs at the Bridgetown Library that cater for the community's demographic needs.
- Former 4.1.2.4 - In partnership with the community drivers of the project, deliver the Bridgetown Art Trail.
- Former 4.2.1.1 - Support and encourage a range of recreational and social activities that appeal to different interests amongst young people.
- Former 4.2.1.2 – Encourage the delivery of arts, cultural and music experiences specifically designed for young people.
- Former 4.2.1.3 – Provide advocacy and support for existing youth group(s) activities to continue.
- Former 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.
- Former 4.2.1.5 - Transport options are incorporated into all youth programs delivered by the Shire.
- Former 4.2.1.6 - Encourage local clubs and groups to address transport barriers to participation (carpooling, roster, bus).
- Former 4.2.1.7 - Ensure youth programs are rotated in locations throughout the Shire.

- Former 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.
- Former 4.2.2.3 - The needs of young people with disability are considered when planning and delivering youth events and activities.
- Former 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.
- Former 4.2.3.3 - Collaborate with and support youth groups on projects aligned with goals and strategies of Council's Youth Plan.
- Former 4.2.4.1 - Seek collaboration between schools and the Bridgetown-Greenbushes Tourism & Business Association to encourage local businesses to increase local work experience opportunities.
- Former 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.
- Former 4.2.4.3 - Explore the potential for the Community Resource Centres and Library to develop a homework club and tutoring services.
- Former 4.2.4.4 - Provide an annual administrative traineeship opportunities for youth within the Shire organization.
- Former 4.2.5.2 - Identify activities that will support young people to look after their well-being.
- Former 4.2.5.4 - Run an annual consultation activity to ensure the current views and ideas from local young people are heard.
- Former 4.2.5.5 - Support the youth leadership group to engage with their peers to understand changing youth needs and concerns.
- Former 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.
- Former 4.2.6.3 - Partner with housing providers and other agencies to provide seniors with information about housing and service options.
- Former 4.2.7.2 - Lobby state and federal government regarding affordability and accessibility of in-home care services.
- Former 4.2.9.1 - Consider recommendations for improvements from the Access and Inclusion Committee.
- Former 4.2.10.1 - Advocate on behalf of the community on health and educational needs.
- Former 4.4.1.1 - Hold an annual volunteers thank you function.
- Former 4.4.1.2 - Coordinate the Australia Day Awards.
- Former 4.4.2.1 - Support and promote volunteer telephone services to connect with socially and physically isolated residents.
- Former 4.4.2.2 - Support volunteer and community groups with advice regarding funding, governance and strategic planning.
- Former 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.
- Former 4.4.2.4 - Engage with partners to support volunteers and community groups e.g. prison early release program.
- Former 4.5.1.1 - Annually review emergency arrangements.
- Former 4.5.1.2 - Review the Shire's risk management profile.
- Former 4.5.1.3 - Support the Local Emergency Management Advisory Committee and Bush Fire Advisory Committee.
- Former 4.5.3.1 - Work with relevant Government agencies to identify and secure funding for improvements to mobile phone blackspots.
- Former 4.6.6.1 - Rehabilitate, protect and conserve Shire controlled land through hazard reduction.
- Former 4.6.2.1 - Conduct pre fire season community briefings.
- Former 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.
- Former 4.6.2.3 - Shire website to include information regarding fire retardant plant species, weed control, eradication and hazard reduction on private property.
- Former 4.6.2.4 - Shire Welcome Pack to promote importance of volunteer bush fire brigades - encourage volunteers.
- Former 4.6.2.5 - Continue to promote and advise the community that bush fire services are volunteer based.
- Former 4.6.2.6 - Use social media to provide fire protection information.
- Former 4.6.3.1 - Review the design and contents of the Shire's Fire Break Order to make requirements clearer and more 'user friendly'.
- Former 4.6.3.2 - Annually review Fire Break Order.

- Former 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.
- Former 4.6.4.1 - Continue to provide support to volunteer emergency services.
- Former 4.6.4.2 – Monitor Shire owned equipment and appliances for fit for purpose.
- Former 4.6.4.3 – Review appliance suitability when due for replacement under ESL Grant Scheme.
- Former 4.6.4.5 - Annual budget submissions are made to DFES for operational and capital funding.
- Former 4.7.3.2 - Arrange regular contact with law enforcement agencies to discuss crime prevention planning and programs.
- Former 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.
- Former 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.
- Former 5.1.1.4 - Promote in the Insight newsletter any forthcoming Council elections including articulating the benefits and responsibilities of being a councillor.
- Former 5.1.2.2 - Acknowledge and promote the value of seniors.
- Former 5.1.3.1 - Regularly review community engagement strategies and policies.
- Former 5.1.3.2 – Provide regular feedback to the community following consultation periods.
- Former 5.1.3.3 - Inform the community regarding regulatory requirements.
- Former 5.1.3.5 - Establish a call-waiting information service for the Shire Admin office telephone system.
- Former 5.1.4.2 - Reconstruct the Shire website.
- Former 5.1.5.1 - Provide advice and direction to community groups to identify funding sources.
- Former 5.2.2.2 - Monitor complaints regarding staff behaviour.
- Former 5.2.2.3 – Maintain a strong relationship between Council and the administration through good information and communication.
- Former 5.2.2.4 - Senior Management Group to establish formal budget monitoring processes.
- Former 5.2.3.2 - Implement succession planning in key parts of the organisational structure.
- Former 5.2.3.3- Develop a new archives storage facility that meets legislative requirements.
- Former 5.2.3.7 - Review the organisational structure.
- Former 5.2.3.8 - Ensure the provision of appropriate furniture and equipment for effective operations.
- Former 5.2.3.9 - Regularly review levels of delegated authority to match responsibility.
- Former 5.2.3.10 - Maintain a safe workplace via appropriate occupational health and safety systems and procedures.
- Former 5.2.3.13 - Develop a project management framework.
- Former 5.2.3.15 - Ensure provision of adequate plant and fleet as per Plant & Fleet Replacement Plan.
- Former 5.2.4.2 - Further develop and maintain online communication tools such as Facebook, Shire Bytes email service and website.
- Former 5.2.4.3 - Operate an effective Customer Service Request process where customers receive timely advice on the status of their request.
- Former 5.2.5.2 - Hold the December Council meeting in Greenbushes.
- Former 5.2.6.1 - Establish targets and monitor performance for income streams.
- Former 5.2.6.4 - Limit entry into services and activities provided by others unless there is adequate compensation or available resources.
- Former 5.2.6.5 - Manage debt so annual repayments don't impinge on ability to fund service delivery.
- Former 5.2.7.3 - Conduct a local red-tape reduction strategy.
- Former 5.2.8.1 - Conduct health inspections of food premises, accommodation outlets, etc.
- Former 5.2.8.2 - Provide effective regulatory services.
- Former 5.3.1.16 - Prepare a Works Equipment Replacement Plan.
- Former 5.3.2.2 - Periodically review the use of Shire buildings to ensure their use is optimised.
- Former 5.3.2.3 - Review access to and management of all Shire standpipes.
- Former 5.3.3.1 - Monitor opportunities for outsourcing of selected services.
- Former 5.4.1.1 - Correspond and meet with regional partners to discuss potential shared services.
- Former 5.4.2.1 - Actively participate in the WALGA South West Zone.
- Former 5.4.3.1 - Correspond and meet with regional partners to discuss projects and issues of concern.

New and Amended Actions

- Preparing and implementing a plan to present to Government on the infrastructure requirements linked to the expected population growth associated with the Talison Lithium project;
- Reviewing the management model and location for the Visitor Centre;
- Partnering with Landcorp for development of land for light industry;

- Completion of the Warren Blackwood Stock Route (trail);
- Lobbying of State Government regarding residential development of un-sewered land;
- Funding and support of the Southern Forests Blackwood Valley Tourist Association;
- Development of a policy to simplify compliance to bush fire guidelines;
- Development of an economic development strategy;
- Identify opportunities and mechanisms for the establishment of local supplier panels;
- Preparation of a climate change strategy;
- Restoration of the Bridgetown Railway Station and identification of its future use;
- Complete planning and subsequently proceed with implementation for youth precinct, river foreshore, Greenbushes Sportsground Precinct and Bridgetown car parking projects;
- Develop the public open space at Highland Estate;
- Advocate for a safety audit of the Hampton Street precinct;
- Preparation of a development plan for the waste site;
- Implement recommendations contained in the 2019 Workforce Plan;
- Investigate solutions for improving water supply at Bridgetown Sportsground; and
- Investigate options for conversion of agendas and other information to digital formats.

In addition to the above changes numerous existing Actions were modified to more accurately describe the intent of the Action.

Where no specific actions have been identified for a strategy a comment has been inserted either explaining that actioning the strategy is viewed as an operational task and doesn't require specific actions, or that no specific actions for the strategy have been identified for the next 4 years.

The layout of our Corporate Business Plan reflects the same five key goal areas as identified by our 10+ Year Strategic Community Plan. 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 (2024/25 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.

A total of 145 actions are contained in the Corporate Business Plan for implementation of the 90 strategies contained in the Strategic Community Plan.

Corporate Business Plan – Annual Reporting

Part 4 at the end of the Annual Report is a copy of an annual reporting spreadsheet for the year ending 30 June 2020, showing how the specific actions within the Corporate Business Plan were implemented in 2019/20.

Major initiatives or actions that were either fully or substantially completed in 2019/20 include (note many of these are discussed in more detail elsewhere in this Annual Report):

- Review the Strategic Community Plan incorporating extensive community engagement and consultation
- A concise Growth Strategy developed to inform relevant State Government Ministers of the opportunities associated with the Talison Lithium mine expansion
- Completed construction of the gym extension project
- Implementation of local trails plan
- Construction/implementation of the regional bridle trail
- Continuation of work on developing our asset management plans
- Continuation of fair value requirements
- Annual Road, Footpath and Drainage construction programs
- Plant replacement in accordance with Plant Replacement Plan
- Implementation of the Youth Friendly Community Plan
- Implementation of the Age Friendly Community Plan
- Implementation of the Disability Access and Inclusion Plan
- Review of the Municipal Inventory (heritage buildings)
- Progressive acquisition of land adjacent to Geegelup Brook
- Implementation of a Shire fire management plan
- Provision of community grants and service agreements in a competitive funding process for local community groups and organisations
- Maintained financial support of the community landcare service
- Continued a review of visitor information services, including management model and potential outsourcing of Visitor Centre management



- Completed planning for installation of a caravan dump point in Bridgetown
- Commenced planning, including stakeholder consultation, for redevelopment of the skate park and surrounding youth precinct
- Commenced redevelopment of the Bridgetown northern information bay upgrade
- Key components of the draft Local Planning Strategy and Bushfire Hazard Strategy were prepared
- Upgraded horse stalls at Bridgetown Sportsground
- Continued preparation of a Local Planning Strategy
- Continued to investigate and negotiate acquisition of land in Greenbushes commercial area to allow for upgrade of parking and rear laneway near roadhouse
- Worked with the Southern Forest Blackwood Valley Tourism Association in its first year of operations including provision of funding
- Prepared concept and design plans for the Blackwood River Foreshore Project
- Investigated possible regional solutions and initiatives relating to waste management as a member of the South West Waste Group
- Delivered a Youth Awards program to recognize and celebrate the achievements of young people in the community
- Review and enforcement of annual firebreak order
- Publication of the “Insight” newsletter until it was determined to discontinue publication and distribution of the newsletter
- Hosting of community events such as Australia Day Breakfast, volunteers function and community Christmas party
- Hosted community movie nights over summer
- Supported the development of external funded public art
- Participated in the Mitigation Activity Fund program for the purpose of conducting mitigation activities on Shire controlled land
- Implemented the recommendations of the 2019 Workforce Plan which incorporated a comprehensive review of the Shire’s organizational structure



- Worked with our local government partners as a member of the Warren Blackwood Alliance of Councils
- Contributed to the development of the Warren Blackwood Sub-Regional Growth Plan
- Commenced work on establishing a hierarchy of park maintenance and associated service levels for all parks and reserves
- Worked with DBCA and Water Corporation on the process for acquiring vesting of the Dumpling Gully waterbodies
- Completed base concept planning for the Greenbushes Sportsground Upgrade project incorporating the sportsground, free camping area and Dumpling Gully waterbodies
- Completed planning for the renovation and reuse of the Bridgetown Railway Station.
- Worked with Grow Greenbushes on how to progress relocation of the Greenbushes Railway Station to the Greenbushes Discovery Centre
- Developed plans (after consultation) for the redevelopment of the Bridgetown Youth Precinct
- Progressed concept planning for a playground in Highland Estate
- Prepared a business plan to guide Implementation of the 2018 Shire Energy Audit
- Implemented the recommendations of the Access and Inclusion Plan
- Participated in the 40km/h speed trial for Hampton Street as a member of a State Government working group
- Developed new ACROD parking bays in CBD to replace existing on-street infirm parking bays
- Developed a CCTV Plan
- Reviewed systems for risk management, internal controls and legislative compliance as required under Audit Regulation 17
- Reviewed the Business Continuity Plan
- Reviewed the structure and scope of Ranger Services



Major initiatives or actions in the Corporate Business Plan proposed to be undertaken in 2020/21 include:

- Lobby government for delivery of growth strategy projects
- Deliver the Blackwood River Foreshore Project
- Deliver the Bridgetown Town Hall Revitalization Project
- Deliver the Bridgetown Railway Station Restoration Project
- Complete planning for the Bridgetown Youth Precinct Upgrade Project
- Relocate the Greenbushes Railway Station to the Greenbushes Discovery Centre
- Finalize land tenure of the Bridgetown Railway Station building
- Complete planning and land acquisition for the Greenbushes Town Centre Safety Project (car park)
- Complete planning for the Greenbushes Sportsground Project
- Commence planning for the Geegelup Brook Beautification Project
- Further investigate alternative water solutions for irrigation of Bridgetown Sportsground
- Determine the management model for the visitor centre
- Construction of a caravan dump point in Bridgetown
- Continue to fund the Southern Forests Blackwood Valley Tourism Association
- Implementation of local trails plan
- Completion of construction of the regional bridle trail
- Continuation of work on developing our asset management plans
- Continuation of fair value requirements
- Annual Road, Footpath and Drainage construction programs
- Plant replacement in accordance with Plant Replacement Plan
- Implementation of the Age Friendly Community Plan
- Implementation of the Disability Access and Inclusion Plan



- Implementation of the Youth Friendly Community Plan
- Continued preparation of a Local Planning Strategy
- Progressive acquisition of land adjacent to Geegelup Brook
- Provision of community grants and service agreements in a competitive funding process for local community groups and organisations
- Maintain financial support of the community landcare service
- Acquire vesting of the Dumpling Gully waterbodies from the Water Corporation
- Prepare development plan for a new playground at Highlands Estate
- Review and enforcement of annual firebreak order
- Hosting of community events such as Australia Day Breakfast, volunteers function and community Christmas party
- Complete the upgrade of the northern information bay in Bridgetown
- Review directional signage to car parking
- Conduct a post closure clean-up of the former inert waste site
- Prepare a development plan for the waste site
- Liaise with the contractor for delivery of state government container deposit scheme
- Participate in the Mitigation Activity Fund program for the purpose of conducting mitigation activities on Shire controlled land
- Investigate sites for development of light industrial area(s)
- Continuation of the summer evening outdoor film festival
- Implement the new Events Procedure
- Prepare a climate change strategy
- Landscape the western side of the railway car park
- Review car parking and requirements at the Bridgetown Leisure Centre
- Review dog exercise areas including the need for fenced areas
- Conduct an electrical capacity assessment of Bridgetown Sportsground Precinct
- Review Council's Public Art Strategy
- Review format of annual Volunteer Function
- Review the Records Management Plan
- Prepare plans for depot workshop improvements
- Prepare a local public health plan
- Establish generator back up at admin office to ensure business continuity during power outages
- Conduct a statutory review of Local Laws

Asset Management Planning

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

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

The Asset Management Plans include improvement plans that outline the actions required to reduce the potential of a funding gap between the required level of renewal/upgrade of

assets as compared to the actual funding currently being provided through the Budget and Long Term Financial Planning process.

Extensive work on asset management planning continued in 2019/20. Asset Management Plans are 'living' documents and need to be regularly updated and actions noted in the associated improvement plans. Improvements are required in the quality of data held for 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'.

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'.

During 2018 a project that focused on improving the quality of data held for Council's building assets was undertaken. As a result of new condition data and useful life estimates at component level being incorporated into the latest plan the reported funding 'gap' has decreased from \$16million to \$4.4million.

Key components of each individual AMP have been consolidated into a single document titled Shire of Bridgetown-Greenbushes Consolidated Asset Management Plan 2018-2038. This document was presented to Council's ordinary meeting held 27 June 2020 and was endorsed.



Long Term Financial Planning

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

The LTFP is based on:

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

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

The LTFP:

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

Linked to the LTFP a Ratio Action Plan was endorsed by Council in December 2017. The Plan addressed fair value accounting and the effect on Council's depreciation expense and ratio performance. The action plan has been developed to improve Council's ratio performance in meeting the Department of Local Government, Sport and Cultural Industries' financial ratio benchmarks.

Workforce Planning

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

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

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

people in the right place and at the right time to deliver on objectives and realistic expectations. The plan is to address gaps between current and future workforce capability, identify areas of skill or capacity shortage, and outline strategies to address them.

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

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

In addition to the outcomes associated with the review of the organisational structure the Workforce Plan identifies 13 strategies for implementation, including implementing the organisational restructure, reviewing roles, tasks, responsibilities and position descriptions, reviewing service levels ranger services, compilation and implementation of an organisation wide training and development plan, conducting a review of casual employee arrangements and conducting a safety and compliance assessment of the depot workshop.

Council adopted its current Workforce Plan at its ordinary meeting held on 28 February 2019.

Since March 2019 the CEO has been providing councillors with progress reports on the implementation of the Workforce Plan with the report being submitted to the Concept Forum. Council also set a new performance criterion in the CEO's contract of employment requiring him to report on at least a bi-annual basis *describing the progress made on implementation of the Workforce Plan*. This report addresses that performance criterion.

Although not specifically referenced in the Workforce Plan other internal (structural) reviews were undertaken in 2019/20 for Development Services, Leisure Centre, Library and the Visitor Centre.



PART 3 – REGULATORY REQUIREMENTS

Compliance Audit Return

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

The compliance audit return for the 2019 year was presented to the Audit Committee on 17 March 2020 and to Council's ordinary meeting held on 26 March 2020 meeting. Each year the Compliance Audit Return covers various categories and for the 2019 Return, the areas covered were:

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

After completing the responses to the 104 questions contained in the 2019 Compliance Audit Return it should be noted that compliance was achieved for 102 of those questions with two items of non-compliance being listed below together with explanatory comments for the non-compliance:

Finance Section Item 8

S7.12A(4) Local Government Act – Where the auditor identified matters as significant in the auditor's report [prepared under s7.9(1) of the Act], did the local government prepare a report stating what action had been taken or it intended to take with respect to each of the matters and give a copy to the Minister within 3 months after receipt of the audit report?

Explanatory Comment – Council's 2017/18 Audit Report contained a significant matter in relation to its Operating Surplus Ratio. The Audit Report was received by Council in December 2018 and a report wasn't presented to Council regarding this adverse trend until July 2019. As reported to the July 2019 meeting, it was unclear to officers that the reporting of an adverse trend in financial ratios contained in the Auditor's report triggered the process referred to in section 7.12A(4) and (5) of the Local Government Act 1995. Prior to July 2019 Council was aware of its ratio performance in relation to benchmarks set by the Department as in December 2017 Council adopted a 'Ratio Improvement Action Plan'.

Tenders for Providing Goods and Services Item 27

Regulation 11A of the Local Government (Financial Management) Regulations - Did the local government comply with its current purchasing policy in relation to the supply of goods or services where the consideration under the contract is, or is expected to be \$150,000 or less or worth \$150,000 or less?

Explanatory Comment – There were occasions during 2019 where individual staff failed to comply with the purchasing policy - for example not obtaining sufficient number of quotes. All suspected breaches were investigated and dealt with under an internal administrative procedure.

Complaints to the Ombudsman WA

During 2019/20 no complaints regarding actions or operations of the Shire were made to the Ombudsman WA.

Public Interest Disclosures

A local government is required to appoint one of its officers to act as the Council's Public Interest Disclosures Officer under the *Public Interest Disclosures Act 2003*. The CEO has appointed the Executive Manager Community Services to fulfil this role. The legislation requires the reporting of serious wrongdoing with the State public sector and local government as well as providing the mechanism for responding to reports.

No disclosures were received in relation to the Shire of Bridgetown-Greenbushes during 2019/20.

Freedom of Information Matters

During 2019/20 year, the Shire received and processed two (2) FOI requests.

National Competition Policy

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

Local Governments are required to report annually on the implementation, application and effects of the National Competition Policy (NCP) with regard to three areas, being competitive neutrality, legislation review, and structural reform. As the Shire of Bridgetown-Greenbushes did not acquire any new entities or privatise any activities during 2019/20, there was no requirement for competitive neutrality testing.

Report on Disability Access & Inclusion Plan

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

During COVID-19 Shire staff worked closely with local service providers to ensure seniors and people with disabilities were able to access shopping and medication and other pharmacy products, delivered in a safe, non-contact manner, directly to their home.

The Outcome areas, identified under the DAIP are:

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

In 2019/20 a number of achievements and initiatives were progressed or implemented, including:

- DAIP included on Shire website
- DAIP Link included in the induction pack all new staff members
- DAIP link referred to in inductions of all new staff members
- DAIP link referred to in induction packs for contractors
- Annual training in disability awareness for all staff
- DAIP available in large print on website
- Accessible business list in available on the shire and Visitors Centre websites

Detailed DAIP Outcomes

DAIP Outcome 1: People with disability have the same opportunities as other people to access the services of, and any events organised by the Shire of Bridgetown-Greenbushes:

- Registered the recently reviewed DAIP with the Department of Local Government, Sport and Creative Industries.
- Working on Events Checklist for community groups

DAIP Outcome 2: People with disability have the same opportunities as other people to access the buildings and other facilities of the shire of Bridgetown-Greenbushes:

- Continued to review all local businesses in terms of their accessibility (including Local Government Authority facilities) and promote accessible businesses on the Shire website and the Visitor Centre website this continues to be updated.
- The Access and Inclusion Committee reported access issues which were passed onto the appropriate department for consideration/inclusion in the works plan.

DAIP Outcome 3: People with disability receive information from a public authority in a format that will enable them to access the information as readily as other people are able to access it:

- DAIP was available in large print version and large print version is uploaded on the Shire website.
- The Access and Inclusion Committee identified issues around the font and contrast of the Shire Insight Newsletter – this has been rectified noting that since then the newsletter has been withdrawn.

DAIP Outcome 4: People with disability receive the same level and quality of service from the staff of the Shire of Bridgetown-Greenbushes as other people receive from the staff of the Shire of Bridgetown-Greenbushes:

- Annual Disability Awareness Training is continuing through the Go One platform.
- Cultural awareness training has been added to the training suite to ensure inclusion of culturally diverse people.

DAIP Outcome 5: People with disability have the same opportunities as other people to make complaints to a public authority:

- Annual review of the policy manual to ensure policies encompass all requirements of inclusion.

DAIP Outcome 6: People with disability have the same opportunities as other people to participate in any public consultation by a public authority:

- Advertise all community consultations through Facebook, Website, posters and shire facilities – considering (working towards) partnering with Community Home Care, Forest Personnel, Silver Chain and Enable as a means of promoting consultation.

DAIP Outcome 7: People with disability have the same opportunities as other people to obtain and maintain employment with a public authority:

- Advertising jobs through Forest Personnel
- HR reviewed and update of the Equal Opportunity Employment Policy

The DAIP continues to be implemented through the Access and Inclusion Committee, who work to bring to Councils attention, any issues regarding access and inclusion. The committee work to prioritize strategies based on community feedback and undertake audits and assessments of the physical environment to identify community need.

Report on Complaints made against Councillors

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

No complaints (breaches) were made during 2019/20.

Prescribed Information on Payments to Employees

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

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

In 2019/20 five employees of the Shire of Bridgetown-Greenbushes were entitled to an annual salary of \$100,000 or more. The applicable bands were:

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

Local Laws

The Shire of Bridgetown-Greenbushes has 11 Local Laws, being:

- Activities on Thoroughfares and Trading in Thoroughfares & Public Places Local Law (last reviewed August 2016)
- Bush Fire Brigades Local Law (last reviewed August 2016)
- Cats (last reviewed January 2019)
- Cemeteries (last reviewed August 2016)
- Dogs (last reviewed August 2016)
- Fencing (last reviewed August 2016)
- Health (last reviewed August 2016)
- Local Government Property (last reviewed August 2016)
- Parking & Parking Facilities (last reviewed July 2017)
- Pest Plants (last reviewed August 2016)
- Standing Orders (last reviewed September 2014)

Section 3.16 of the *Local Government Act 1995* (the Act) requires that a review of each local law occurs within a period of 8 years from the day a local law commenced or was last reviewed. The review is to determine whether the local law should be repealed, amended or retained in its current form.

Notwithstanding that a statutory review of all Council's local laws isn't required in 2020 it was recommended to Council in June 2020 that a review be undertaken in 2020/21.

No amendments to existing local laws were progressed in 2019/20.

Record Keeping Plan (State Records Act 2000)

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

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

The efficiency and effectiveness of the Shire's Record Keeping Plan, together with the staff training program, is reviewed regularly. A major review of the Record Keeping Plan was completed in August 2015 and successive major reviews will be undertaken every five years. In between the major reviews or the Record Keeping Plan Council reviews all policies associated with the Plan on an annual basis.

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

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

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



Workload Indicators – 2019/20

Total Incoming Items Registered in Synergy	5334
These items are registered as follows	
General Correspondence	1060
Emails	1741
Building Application	222
Building Correspondence	259
Customer Service Requests	1368
Human Resource	240
Planning Applications	158
Planning Correspondence	117
Septic Applications	42
Septic Correspondence	59
File Notes	11
Submissions	12
Tenders	7
Public Incident	1
Legal	3
Financial	2
Agendas and Minutes	0
Hazard Alert	1
Memorandums	5
Surveys	0

Total Outgoing Items Registered in Synergy	1424
These items are registered as follows	
General Correspondence	372
Emails	661
Building Correspondence	156
Health	2
Human Resource	104
Planning Correspondence	14
Septic Correspondence	98
Surveys	0
Accident and Incident	0
Submissions	0
File Notes	6
Customer Service	11

PART 4 – MEASURING OUR PERFORMANCE

APPENDIX 1: Report on 2019/20 Implementation of Actions Contained in Corporate Business Plan

Corporate Business Plan 2019/20 to 2022/23
Annual Reporting for 2019/20 Year – Progressing of Actions
1 July 2019 – 30 June 2020

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	Is this Action Scheduled for 2019/20?	Comment
1.1.1	Encourage long term growth in the district in order to retain and enhance services	1.1.1.1	Prepare and implement a plan/proposal to present to government on the infrastructure requirements of the mine expansion project	Yes	A concise Growth Strategy developed in conjunction with Cannings Purple was completed. This was adapted to inform relevant State Government Ministers of the opportunities associated with the mine expansion in the form of ministerial briefings. Between December 2019 and March 2020 the Shire President and CEO engaged with a number of Government Ministers and agencies to promote the benefits of the growth strategy. From March 2020 with the restrictions imposed by COVID-19 a change of approach was initiated, focusing on potential funding of 'shovel ready' growth strategy projects. Funding of \$40,000 from the South West Development Commission was obtained in June 2020 to progress business case development for the river foreshore, railway stations and town hall projects.
1.1.2	Develop and implement strategic plans and actions that attract economic development	1.1.2.1	Review visitor centre/information service delivery including management model and location	Yes	Operational – staff structure and customer service review of VC and Library completed December 2019. Implementation January 2020. Opportunities to

					<p>streamline service delivery, consolidate staff structure and reduce salaries expenditure identified.</p> <p>Strategic – formal discussions with Bridgetown CRC and BGBTA were held on possible management/outsourcing of service delivery. BGBTA declined opportunity to consider taking over management of visitor centre but did express an interest in managing the jigsaw gallery. The Bridgetown CRC did express interest in taking on management of visitor centre. Selection of a suitable consultant to prepare a business case for outsourcing of VC management commenced in June 2020.</p>
		1.1.2.2	Engage the community on meeting the requirements to achieve RV friendly town/s status for both Bridgetown and Greenbushes	Yes	<p>Greenbushes - the Greenbushes Sportsground Precinct Redevelopment Project is one of the key projects identified in the Growth Strategy (1.1.1.1) – which includes upgrading the existing free camping area and surrounds. A comprehensive redevelopment plan and report was released for community consultation with the Greenbushes Community in January 2020 with the outcomes of that consultation to be presented to Council in 2020/21.</p> <p>Bridgetown – RV Friendly Status cannot be obtained without a dump point and 24 hour free camping. Dump point progress is identified at 1.1.2.3 and once installed, consultation on the other ‘RV Friendly’ requirements can begin. This will commence with conversations with the Bridgetown Caravan Park owners to ascertain their views on the impact of 24 hour free camping on their business and expand to the wider community once the dump point is installed.</p>
		1.1.2.3	Install a septage dump point facility in Bridgetown	Yes	All approvals secured. Installation delayed due to depth of excavation in Spencer Street and concerns

					about doing this work in winter. Expected operational date is October 2020.
		1.1.2.4	Contribute to the Busselton Margaret River Regional Airport Marketing Fund to assist in the attraction and retention of airlines to service the “East Coast to South west” route	Yes	Completed for 2019-2020 financial year; ongoing for next 4 years.
1.1.3	Plan for expansion of the commercial area	1.1.3.1	Ensure the local planning strategy allows for growth of commercial development	Yes	Key components of the draft Local Planning Strategy and Bushfire Hazard Strategy have been referred to Department of Planning Heritage and Lands for preliminary feedback. In May 2020 a restructure of ‘Development Services’ was completed with an area of concern in this department identified being the delays in progressing the LPS and other strategic town planning items. The completion of the LPS will be a priority in 2020/21. The LPS will address commercial development opportunities.
1.1.4	Develop industrial and light industrial areas	1.1.4.1	Partner Landcorp in developing land for light industry	Yes	Development of LIA in Greenbushes is identified in the Growth Strategy refer comment at 1.1.1.1. Lobbying for Government assistance in investigating site selection and development costs occurred in January-March 2020 as part of growth strategy lobbying.
1.1.5	Pursue improvements to infrastructure and services, including utilities	1.1.5.1	Prepare an Action Plan to present to State Government to progress additional infill sewerage in Bridgetown	No	This Action isn’t scheduled by the Corporate Business Plan for implementation until 2021/22 however in August 2019 Council endorsed the Warren Blackwood Sub-Regional Growth Plan. The Plan was a collaborative project between the Shires of Bridgetown-Greenbushes, Donnybrook-Balingup, Boyup Brook, Manjimup and Nannup and the South West Development Commission and was developed to provide a strategic overview of sub-regional economic and social priorities, reflecting localised planning and development documents and aligned with regional and State development documents, including the SW Regional Blueprint. It will be utilized to leverage current

					and future socio-economic opportunities and pursue funding to facilitate growth. Included in the Plan is an action seeking the extension of sewer in Bridgetown.
		1.1.5.2	Lobby State Government to review onsite wastewater disposal density restrictions for non-sewered residential land	Yes	This hasn't been progressed as Government lobbying has been focussed on securing funding for implementation of the growth strategy. Lobbying for other infrastructure related items could potentially adversely impact upon our priority lobbying.
1.1.6	Work with key partners (business and government) to improve telecommunications within the Shire	1.1.6.1	Work with regional partners (Local and State Governments) to seek greater investment in telecommunications within the Region	Yes	The Warren Blackwood Sub-Regional Growth Plan (refer comments for Action 1.1.5.1) includes an action calling for construction of phone towers as identified with emergency services requirements and major arterial roads identified as a priority.
1.1.7	Improve tourist facilities	1.1.7.1	Upgrade northern information bay at Bridgetown	Yes	A contractor has been appointed; works commenced in June 2020 with completion expected by September 2020.
		1.1.7.2	Investigate establishment of a free Wi-Fi hotspot location/s	Yes	Preliminary research completed. Assessment of 7 LGA's who deliver free Wi-Fi undertaken. Not yet workshopped with Councillors.
		1.1.7.3	Develop a stage at Memorial Park	Yes	Funds were included in the 2019/20 for construction of a stage (\$50k Shire; \$50k Blues at Bridgetown; \$50k Grant funding). Blues at Bridgetown offered to prepare design plans for a stage that would meet its requirements. Despite many reminders Blues at Bridgetown didn't progress the completion of the stage design therefore the project wasn't able to be progressed. With the large volume of capital works in 2020/21 associated with growth strategy projects it is not expected that development of the stage will be a priority. In June 2020 when reviewing the Corporate Business Plan Council agreed with this view and pushed back the project until 2021/22.
1.1.8	Develop trails – culinary, art, walk, mountain bike, canoe and bridle	1.1.8.1	Complete the Warren Blackwood Stock Route	Yes	This project is 95% complete, pending erection of campsite signage and rectifications to some trail signage. A proposal was sent to the Augusta-Margaret

					River Shire proposing extension to East Augusta but due to grant acquittal deadlines this proposal wasn't able to be progressed but could be future initiative by AMR Shire.
		1.1.8.2	Complete detailed planning and costing for the Old Rectory Loop Trail	Yes	This trail forms part of the Blackwood River Foreshore Project (2.1.4.1) which has been identified in the Growth Strategy (1.1.1.1). Conceptual and detailed planning (including cost estimates) and a funding plan were completed in 2020/21. This Project incorporates actions 2.1.4.2 and 2.1.4.3. Implementation of the project is being planned for 2020/21.
1.1.9	Support tourism activities that focus on events, adventure, agriculture, food, heritage and the natural environment	1.1.9.1	Fund the Southern Forest Blackwood Valley Tourism Association	Yes	Completed for 2019-2020 financial year; ongoing for next 4 years. On a related note - industry specific consultation was undertaken with the tourism sector and main street traders with regard to the preferred management model of the Visitor Centre (and future location of this service delivery). Data obtained from this consultation (and survey) was presented to Council at the September 2019 Concept Forum and informed future reports to Council on the provision of visitor information service delivery.
		1.1.9.2	Provide a proportion of Visitor Centre membership fees to the BGBTA to enable it to progress business and tourism initiatives	Yes	This action occurs in January annually, based on the VC memberships at 31 December with payment made in January.
1.1.10	Deliver or support a range of events where a demonstrable community benefit can be shown	1.1.10.1	Prepare an Events Policy/Procedure	Yes	This has been completed. Staff will commence rolling out the procedure (for community events held in Shire facilities/reserves) via information sessions ready for implementation from July 2020. Due to COVID-19 these information sessions were unable to be scheduled.
1.2.1	Embrace a "can do" approach to development	1.2.1.1	Develop a new Local Planning Scheme	Yes	Preparation of the Local Planning Scheme is dependent upon completion of the new Local Planning Strategy which is scheduled for completion in 2020/21

		1.2.1.2	Develop a policy to clarify and simplify compliance to bush fire guidelines for minor levels of development	Yes	Preparation of a policy commenced (using services of a bushfire consultant) however finalisation of the policy has been put on hold as the Department of Planning in November announced an intention to conduct a comprehensive review of the bushfire planning guidelines. Our planning consultant has advised that this review is particularly relevant in our circumstances. Therefore we are awaiting progress of that review before finalising our draft policy.
1.2.2	Design and implement business retention strategies and initiatives for support of existing and potential new businesses	1.2.2.1	Develop a Shire of Bridgetown-Greenbushes Economic Development Strategy	No	This Action isn't scheduled by the Corporate Business Plan for implementation until 2022/23.
1.2.3	Communicate and engage with the business community		No Action stipulated (operational task)		Although not identified as a strategic task the Shire's communications during the COVID-19 pandemic had a significant focus on local business support.
1.2.4	Ensure the Shire's procurement policies support local business and local employment	1.2.4.1	Identify opportunities and mechanisms for establishment of local supplier panels	Yes	Identification and recording of local suppliers in the building trades area has commenced. A new software system was purchased which allows the creation of local supplier panels. Specific panels will be progressed in 2020/21.

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	Is this Action Scheduled for 2019/20?	Comment
2.1.1	Support and promote sound environmental management practices	2.1.1.1	Prepare stormwater management plans for Bridgetown and Greenbushes	No	This Action isn't scheduled by the Corporate Business Plan for implementation until 2023/24 onwards.
2.1.2	Support local and regional environmental initiatives	2.1.2.1	No Action stipulated (operational task)		
2.1.3	Identify opportunities for protecting and enhancing the health of the Blackwood River and tributaries	2.1.3.1	Prepare a Geegelup Brook beautification and flood management plan	Yes	<p>A site meeting with potential consultants to develop the beautification and car parking plan (including flood management) was held in February 2020 but only one consultant expressed interest. Following this a scope of works for the concept design process was prepared and will be used for a procurement process to select a consultant to undertake the concept design process. This will occur in 2020/21.</p> <p>This Project is one of the key projects identified in the Growth Strategy (action 1.1.1.1) and links with actions 4.5.2.1, 4.2.7.1 and 4.7.2.2. Meetings with relevant State Government Ministers occurred between January and March 2020 with a view to procuring State Government funding for projects identified in the Growth Strategy.</p>

2.1.4	Consider opportunities for greater recreational and commercial use of the Blackwood River	2.1.4.1	Prepare detailed design plans for the Blackwood River Foreshore Project	Yes	Detailed designs and costings for the project are complete. This includes the river walk trail that was a late addition to the project when consideration of drought funding opportunities were assessed. This Project is one of the key projects identified in the Growth Strategy (action 1.1.1.1) and links to actions 1.1.8.2, 2.1.4.2 and 2.1.4.3.
		2.1.4.2	Implement the Blackwood River Foreshore Project	No	Although not scheduled for implementation in the Corporate Business Plan until 2021/22 this Project is one of the key projects identified in the Growth Strategy (action 1.1.1.1) and links to actions 1.1.8.2, 2.1.4.1 and 2.1.4.3. Meetings with relevant State Government Ministers occurred between January and March 2020 with a view to procuring State Government funding for projects identified in the Growth Strategy. Funding of \$40,000 from the South West Development Commission was obtained in June 2020 to progress business case development for the river foreshore, railway stations and town hall projects.
		2.1.4.3	Redesign and reconstruct the river boardwalk	No	<p>During 2017 the wooden boardwalk near the pedestrian bridge over the river was significantly damaged. The design of the repair or replacement of the boardwalk was included as part of the Blackwood River Foreshore Development planning given its location and pressing safety requirements. The possible replacement of the boardwalk also provided an opportunity to work with a hydrology consultant to resolve some of the issues around silt deposit build-up, drainage and native re-vegetation in the area surrounding the board walk.</p> <p>The detailed plans and costings for the boardwalk were progressed but during this process the following issues were identified, requiring some Council direction and included:</p> <ul style="list-style-type: none"> • The likelihood of damage to the new boardwalk into the future (given the infrastructure is located in an area that floods annually) • The costs associated with the construction of the boardwalk • The whole of life costing associated with ongoing maintenance and repair <p>Due to issues associated with flooding, risk and cost Councillors determined at the Concept Forum that no boardwalk was to be provided. The existing</p>

					boardwalk was to be demolished noting the path to the bridge across the river will remain. This direction was subsequently incorporated into the development plans for the river foreshore project that were endorsed by Council in June 2020.
2.1.5	Improve public access to natural waterways		No specific actions identified		The Blackwood River Foreshore Project identified at 1.1.8.2, 2.1.4.1, 2.1.4.2 and 2.1.4.3 includes elements of improving public access to natural waterways. The beautification and, car parking and flood management plan for Geegelup Brook Project identified at 1.1.82, 2.1.3.1, 4.5.2.1, 4.7.2.1 and 4.7.2.2 will also improve public access to natural waterways.
2.1.6	Recognise and respond to the impacts of climate change	2.1.6.1	Prepare a climate change strategy	No	This action isn't scheduled for implementation in the Corporate Business Plan until 2021/22. Although not identified as a strategic action there were initiatives progressed in 2020/21 including the development of a 'local environmental issues' document by Council's Sustainability Advisory Committee and preliminary investigations into progressing development of a local climate change strategy. In June 2020 there was discussion between the Warren Blackwood Alliance of Councils local governments about preparing a sub-regional climate change strategy. Further investigations into this initiative will occur in early 2020/21 and if a sub-regional approach is agreed the preparation of a local climate change strategy would be deferred until after the sub-regional strategy is completed.
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	Yes	At the June 2020 Concept Forum staff and councillors workshopped the hierarchical classifications and the setting of hierarchies for each park and reserve. This information feeds into the next workshop planned for the August Concept Forum which will be for the identification of specific service levels for each hierarchy.
		2.2.1.2	Prepare a parkland renewal and improvement strategy	Yes	This action is linked to 2.2.1.1. Upon completion of the hierarchy the parkland renewal and improvement strategy will be commenced.
2.2.2	Manage the Shire's parks on a waterwise basis	2.2.2.1	Develop a waterwise action plan	Yes	This is yet to be progressed beyond informal discussions with the Water Corporation. There was some discussion in 2019/20 by the Sustainability Advisory Committee and that Committee will have significant input into the contents of the plan when being prepared. Separate to preparation of a

					waterwise action plan a standalone water conservation project was identified in May 2020, being the installation of a new bore at the Bridgetown Tennis Club to reduce the dependence upon reticulated water for court maintenance. In June 2020 councillors agreed to include this project for expenditure of its drought communities grant funding.
2.2.3	Prepare and implement management or conservation plans for bushland reserves	2.2.3.1	Work with Bridgetown-Greenbushes Community Landcare to prepare management or conservation plans for high environmental value reserves	No	This action isn't scheduled for implementation in the Corporate Business Plan until 2021/22. A letter of support was provided for a grant application prepared by the Blackwood Environment Society seeking funding to review existing reserve management plans.
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	Yes	This action forms part of the Greenbushes Sportsground Precinct Improvement Plan which has been identified as a key project in the Growth Strategy (1.1.1.1). The project was referenced in briefings to relevant State Government Ministers between January and March 2020 seeking funding for the growth strategy projects. Work is ongoing with the Water Corporation and DBCA about transfer of the water bodies from State Forest to Shire tenure. This action also links to actions 1.1.2.2, 2.2.4.2, 2.2.4.3, 3.2.4.1, 3.2.4.2.
		2.2.4.2	Develop a plan for future community recreational use of the Dumpling Gully waterbodies in conjunction with Greenbushes Sportsground Precinct Improvement Plan	Yes	The Greenbushes Sportsground Precinct Redevelopment Project is one of the key projects identified in the Growth Strategy (1.1.1.1) – which includes upgrading the existing free camping area and redevelopment of the water bodies for recreation and sportsground irrigation. A redevelopment plan and report was released for community consultation with the Greenbushes Community in January 2020 with the outcomes of that consultation to be presented to Council in 2020/21. This Project has been identified in the Growth Strategy (1.1.1.1). This action also links to actions 1.1.2.2, 2.2.4.1, 2.2.4.3, 3.2.4.1, 3.2.4.2.
		2.2.4.3	Implement the Greenbushes Sportsground Precinct Improvement Plan	No	This Project hasn't been identified as 'shovel ready' and therefore isn't likely to be funded in any short term State Government COVID-19 economic stimulus funding. Lobbying of Government for this and other growth strategy projects. With community consultation to be completed in 2020/21 it is

					proposed to proceed with conceptual and detailed design of the project so that it is 'shovel ready' in event of additional grant funding opportunities arising.
2.2.5	Develop and maintain playgrounds that cater for a range of age groups and activities	2.2.5.1	Prepare a conceptual design plan and preliminary cost estimates for development of the public open space area in the Highland Estate	Yes	<p>Concept design options were presented to the March Concept Forum. The concepts were prepared to provide some guidance to councillors with regards to the options available in developing the Highlands Public Open Space. It was determined that the development of non-playground elements such as BBQ, gazebo, walk track/cycle track, levelling, landscaping etc. weren't costed or significantly researched, however it was estimated these works would require a funding allocation of \$50K - \$75K. While this project is identified in the Corporate Business Plan (to develop concept plans) there is as yet no funding commitment by Council to the project. At the March Concept Forum guidance was sought from Council with regard to:</p> <ul style="list-style-type: none"> • Preferred option/value/spend on playground development; • Indication of preference for 'additional elements' (i.e. BBQ, gazebo, walk/cycle trail) • Indication of preference for 'total project' spend and % of 'total project value' Councillors consider appropriate to invest from operational funds in the project <p>Councillors assessed all design options but due to cost were not prepared to support any. Staff were requested to liaise with the playground consultant seeking preparation of a concept plan showing what can be developed to a maximum cost of \$125,000 including gazebo, pathways, playground retaining walls and landscaping. It was agreed that a BBQ was not required at a neighbourhood park/playground as most users will be within walking distance of home. Due to a focus on growth strategy projects and associated funding opportunities the development of a revised plan for Highland POS hasn't been progressed but will be undertaken in 2020/21.</p>
		2.2.5.2	Develop the public open space area in the Highland Estate	No	This action isn't scheduled for implementation in the Corporate Business Plan until 2021/22 and is dependent upon completion of plans as per Action 2.2.5.1

		2.2.5.3	Work with surrounding residents to prepare a concept development plan for a new playground at Four Seasons Estate	Yes	Due to a focus on growth strategy projects and associated funding opportunities the community engagement on the future of the Four Seasons Estate POS hasn't been progressed but will be undertaken in 2020/21.
2.3.1	Explore and implement renewable energy options for Shire buildings	2.3.1.1	Prepare a business plan to guide Implementation of the 2018 Shire Energy Audit	Yes	A draft business plan was received in June 2020 and will be presented to Council in 2020/21.
2.3.2	New Shire buildings to incorporate environmentally sustainable design principles	2.3.2.1	Photovoltaic systems to be installed in gym as part of expansion project	Yes	Completed.
2.4.1	Improve provision and distribution of land management information		No Action stipulated (operational task)		
2.4.2	Encourage the community to have sustainable lifestyles and inform the community on ways to use our environment sustainably		No specific actions identified		
2.5.1	Identify long term waste disposal and recycle options for the Shire	2.5.1.1	Participate in the development of the South West Regional Waste Strategy	Yes	The CEO is the Shire's representative on the Steering Committee of the South West Waste Group. A councillor information session was held at Busselton in October 2019 and was attended by 3 councillors. As at the end of December the South West Waste Group was conducting an industry sounding exercise to determine the suitability and viability of various technologies.

					In the industry sounding exercise several companies locally and nationally have provided solutions that could help progress waste management in the south west. Aside from the opportunities provided by the new technologies, public concern and government policy is also driving innovation in how we manage our waste. The submitted proposals will need to be considered by the Group and eventually the individual Councils to make sure the right options are considered for our region. Due to COVID-19 consideration of the final report has been deferred until July 2020.
		2.5.1.2	Conduct a post closure clean-up of the former inert waste area	Yes	This work was commenced in June 2020 and will be completed in early 2020/21.
		2.5.1.3	Prepare a development plan for the waste site	Yes	Due to other priorities associated with the Shire's response to COVID-19 the preparation of this plan wasn't able to be progressed and will be undertaken in 2020/21. Discussions were held with a private provider for establishment of a container collection scheme receiving depot at the waste site. Due to COVID-19 the commencement of the container deposit scheme was deferred until late 2020 and finalisation of an agreement with the private provider will be determined prior to then.
		2.5.1.4	Investigate (desktop) the financial cost and feasibility of establishing an organic waste service	No	This action isn't scheduled for implementation in the Corporate Business Plan until 2020/21.
2.5.2	Implement waste reduction and recycling initiatives	2.5.2.1	Prepare a development plan for the waste site	Yes	Refer comments for Action 2.5.1.3.
2.6.1	Planning processes allow for a diverse range of land and development opportunities		No Action stipulated (operational task)		

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	Is this Action Scheduled for 2019/20?	Comment
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	Prepare a new Municipal Heritage Inventory	Yes	Following Council's adoption of the MHI Review in May 2018 Shire staff continued to assess the cultural heritage significance of other places previously nominated by Council, Shire staff or the public, and in consultation with affected landowners where practical. Pursuant to the Shire's Assessment of Cultural Heritage Significance Policy an assessment and draft place records were prepared for 28 new places which were endorsed by Council in July 2019 to enable consultation to occur. The results of the consultation were presented back to Council's November 2019 meeting where Council resolved to adopt the place records for 26 of the 28 nominated places, (excluding Greenbushes Mill and the Bridgetown Medical Centre), for inclusion into the Municipal Heritage Inventory.
		3.1.1.2	Determine the preferred use and land tenure of the Bridgetown Railway Station building	Yes	Redevelopment of the Bridgetown Railway Station Project is one of the key projects identified in the Growth Strategy (action 1.1.1.1). Concept plans and detailed costings previously prepared were based on the building being redeveloped as the Visitor Centre/Jigsaw Gallery. Subsequent to that, discussion centred on redeveloping the building as office space and this was formalised by Council in June 2020. Formal Council endorsement of this will be sought in July 2020. An application has been submitted for transfer of the railway station from the railway reserve into a new reserve vested in the Shire of Bridgetown-Greenbushes. This application is expected to be finalised in 2020/21.
		3.1.1.3	Develop detailed design and costs (and funding strategy) for restoration of	No	Although not identified under the Corporate Business Plan for actioning until 2020/21 the development of the Bridgetown Railway Station Project is one of the key projects identified in the Growth Strategy (action 1.1.1.1). Funding of \$40,000 from the South West Development Commission was obtained in

			Bridgetown Railway Station building		June 2020 to progress business case development for the river foreshore, railway stations and town hall projects. Council has determined to direct a proportion of drought funding and other Federal Government stimulus funding to this project with the intent that the restoration of the building will proceed in 2020/21. Council has endorsed design plans for the restoration of the Bridgetown Railway Station.
		3.1.1.4	Restoration of Bridgetown Railway Station building	No	Refer comments for Action 3.1.1.3 above.
3.1.2	Ensure town centres achieve a high standard of appearance and amenity	3.1.2.1	Implement the heritage photograph rubbish bin project in Bridgetown and Greenbushes	Yes	Two new bins depicting heritage photographs sourced and installed in 2020/21
		3.1.2.2	Landscape the western side of the railway car park	Yes	Council's lease of the railway reserve has been amended to recognise the area adjacent to the rail line that Council has been trying to get approval to landscape for several years. This was an important milestone and now allows Shire staff to submit details of the planting to Arc Infrastructure for specific approval. Approval is being sought prior to spring to allow planting to occur.
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	Offer the existing archives shed to the Bridgetown Historical Society	Yes	A new archive facility was developed at the Shire Depot in 2018/19 and the process for transferring archives from the existing storage facility to this new facility commenced. Rather than simply transport all archives "as-is" all archives are being assessed for the need to be retained before being relocated. Once this process is completed the former facility can be offered to the Bridgetown Historical Society.
3.2.1	Community spaces and buildings accommodate a wide range of interests and activities	3.2.1.1	Prepare concept plans for the Bridgetown youth precinct and conduct further community consultation	Yes	<p>The Youth Precinct Community Consultation Report was formally endorsed by Council in May 2019. The final report included a basic layout of the Bridgetown Youth Precinct that corresponded with the findings of the consultation and designated area constraints.</p> <p>After seeking quotes from a number of consultants, Skate Sculpture was appointed to carry out the concept design process. The concept design process included a second community consultation to refine the original design outline, completed as part of the initial stage of planning.</p>

					<p>The second community consultation was completed in November 2019. The consultation consisted of four sessions in total, one held at each of the local schools (Bridgetown Primary, St Brigid's and Bridgetown High School) and a session at the skate park after school hours.</p> <p>At its May 2020 meeting Council resolved: <i>That Council</i></p> <ol style="list-style-type: none"> 1. <i>Endorse the Bridgetown Youth Precinct Community Consultation and Concept Design Report.</i> 2. <i>Progress the Bridgetown Youth Precinct project to detailed design and costing stage including engineering certification.</i> 3. <i>Increase expenditure in the Youth Precinct Hang Out Space account (PJ06) from \$7,599 to \$28,580 by transferring \$20,981 from the Strategic Projects Reserve.</i> 4. <i>Endorse the design of a new ablution facility including two gender specific, universally accessible toilets to replace the existing single ablution located at the Bridgetown Skate Park.</i>
		3.2.1.2	Prepare detailed design plans for the Bridgetown youth precinct	Yes	Detailed design will be completed in July 2020.
		3.2.1.3	Develop the Bridgetown youth precinct	No	Although not identified under the Corporate Business Plan for actioning until 2021/22 the development of the Youth Project is one of the key projects identified in the Growth Strategy. Council is budgeting in 2020/21 to commence the project utilising grant funding, some of which is yet to be successfully procured.
		3.2.1.4	Review car parking and traffic flow requirements at the Bridgetown Leisure Centre	Yes	Due to other priorities (i.e. growth strategy projects) this matter wasn't progressed in 2020/21.
		3.2.1.5	Review dog exercise areas including the need for fenced areas	Yes	Discussion on the process for review of dog exercise areas occurred at the November Concept Forum. It was agreed that rather than put forward proposals for new dog exercise or prohibition areas community input would be sought in two stages:

					<ul style="list-style-type: none"> • Stage 1 – seek community feedback on suitability of existing dog exercise areas and invite suggestions for new dog exercise areas; and • Stage 2 – after assessment of community feedback from Stage 1 Council to identify any draft changes to existing dog exercise areas, including possible new areas, and seek community feedback. <p>Due initially to the holiday period and afterwards due to COVID-19 the consultation was deferred and will be scheduled for 2020/21.</p>
		3.2.1.6	Conduct an electrical capacity assessment of Bridgetown Sportsground Precinct	Yes	An electrical engineer has been engaged to undertake the assessment with a final report anticipated by September 2020.
		3.2.1.7	Re-grout swimming pool	No	This Action isn't scheduled by the Corporate Business Plan for implementation until 2023/24.
		3.2.1.8	Upgrade horse stalls at Bridgetown Sportsground	No	Although not identified for actioning in 2019/20 an opportunity did arise to progress upgrading of the horse stalls this financial year. The Bridgetown Harness Racing Club successfully procured racing industry grant funding of \$10,000 to be put towards reconstruction of the remaining stalls that are in a poor condition and offered to match the \$10,000 funding on the proviso that Council provide a sum of \$10,000. At its October 2019 meeting Council supported this project and drew its \$10,000 contribution from the Matched Grants Reserve. The works were completed in June 2020. The final stage of the stalls upgrade project is scheduled for 2022/23.
3.2.2	Social and recreation programs make the most of existing built facilities		No Action stipulated (operational task)		
3.2.3	Bridgetown Sportsground is the base for oval sports in the Shire	3.2.3.1	Identify a solution to improve the water quality and capacity of water sources that supply the Bridgetown Sportsground	Yes	A preliminary report and project plan were presented to the May Concept Forum addressing components such as an irrigation study, water drilling analysis, irrigation/reticulation plan, sub-soil drainage plan and construction of new holding dam.

		3.2.3.2	Conduct cost-benefit assessment for irrigation of Sportsground	Yes	Completion of Action 3.2.3.1 is required before this matter can be progressed.
		3.2.3.3	Improve sub soil drainage at sportsground oval	No	This Action isn't scheduled by the Corporate Business Plan for implementation until 2023/24.
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	Yes	This is relates to item 2.2.4.1 (vesting of Dumping Gully water bodies) and item 1.1.1.1 as the Greenbushes Sportsground Precinct Redevelopment Project is one of the key projects identified in the Growth Strategy. The process to de-vest the water bodies from State Forest is convoluted and requires consent from Water Corporation and DBCA and the determination of any related conditions. Further meetings with those agencies are to be scheduled in 2020/21.
		3.2.4.2	Upgrade the playing surfaces at Greenbushes Sportsground	No	This Action isn't scheduled by the Corporate Business Plan for implementation until 2021/22. Completion of Action 3.2.4.1 is necessary before this Action can be progressed.
3.2.5	Provide and maintain a range of facilities that cater for the community's needs	3.2.5.1	Replace chairs at Bridgetown Civic Centre	Yes	Replacement of chairs for the Bridgetown Civic Centre has been incorporated into the town hall restoration project which is being extensively funded by multiple funding sources.
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	Yes	The project was completed with the official opening of the extension held on 18 February 2020. The new/extended gym was open to the public from 28 January 2020.
3.3.1	A well maintained local and regional transport network		No Action stipulated (operational task)		
3.3.2	Maximise funding opportunities to improve road safety		No Action stipulated (operational task)		
3.3.3	Provide and maintain a safe and efficient		No Action stipulated (operational task)		

	pedestrian transport system				
3.3.4	Ensure suitable access to road building materials		No Action stipulated (operational task)		

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	Is this Action Scheduled for 2019/20?	Comment
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	Yes	Staff have had regular meetings with Blackwood Creatives and Grow Greenbushes to develop a collaborative partnership to public art and commenced review of Public Art Strategy. Funding of \$15,000 funding from Water Corporation was received to progress public art projects/enhance the Bridgetown art trail.
		4.1.1.2	Fund community grants, service agreements and donations to a maximum value of \$160,000 per annum	Yes	Completed for the 2019/20 budget. Advertising for the 2020/21 community grants/service agreements process occurred with all applications being considered by a Council working group on 17 June 2020. Presentation of working group recommendations will occur to the July 2020 Council meeting and will be fed into the 2020/21 budget
4.1.2	Deliver programs that encourage community interaction and participation		No Action stipulated (operational task)		
4.2.1	Encourage events, activities, programs and services relevant		No Action stipulated (operational task)		

	to, and accessible for local youth				
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	Yes	Two events were originally scheduled for 2019/2020. The end of year pool party was held in December 2019 but unfortunately due to COVID-19 the Youth Week event scheduled for April 2020 was unable to be held.
4.2.3	Support relevant (local or outreach) support services and programs	4.2.3.1	Advocate for outreach services to be available for youth from Greenbushes or transport assistance is made available to access services in the changing needs of young people	Yes	Transport assistance made available from Greenbushes to Bridgetown via community bus on 3 occasions (1 Shire; 1 Blackwood Youth Action; 1 Greenbushes CRC).
4.2.4	Support educational and employment transitional programs		No Action stipulated (operational task)		Two full time traineeships are being offered by the Shire in 2019/20. The Shire is also facilitating one school based traineeship during 2020.
4.2.5	Support initiatives that develop confidence, self-esteem and resilience	4.2.5.1	Co-host community awareness and information events on topical issues; social media, body image, self-harm – in partnership with organizations that provide specific youth services	Yes	Cyber safety workshop conducted in partnership with Bridgetown High School and Blackwood Youth Action.
		4.2.5.2	Develop a dedicated Youth Awards program to recognize and celebrate the	Yes	Annual awards dinner was held in December 2019 with 5 award categories/recipients.

			achievements of young people in the community		
4.2.6	Increase the number of aged care housing facilities	4.2.6.1	Ensure the Local Planning Scheme recognises the trends and opportunities associated with smaller/mixed housing developments	Yes	The LPS is expected to be completed in 2020/21 and will address housing varieties.
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	Yes	Deferred until 2020/21.
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	Yes	Deferred until 2020/21.
4.2.9	Improve services and facilities for seniors and people with a disability	4.2.9.1	Implement the recommendations of the Access and Inclusion Plan	Yes	The following matters were progressed in 2019/20: <ul style="list-style-type: none"> • Annual Seniors Morning Tea in Greenbushes • Installed ACROD bays • Identified and reported unsafe intersection corner of Steere Street and Civic Lane • Reported unsafe cracks in pathway along Steere street • Investigating Volunteer Register software • Reported difficult reading the Insight • Planning of the review of the Age Friendly Community Plan including survey and community based consultation • Organising individual information sessions by Community Home Care Bridgetown for seniors re: Home care Packages

					<ul style="list-style-type: none"> Supporting Carers WA information van visit Reviewed DAIP that was subsequently approved by and registered with the Department of Communities
4.2.10	Maintain and enhance community services, including education and health		No specific actions identified		
4.3.1	Investigate improvements to local transport systems		No specific actions identified		
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	Yes	CHC vehicles (2) are now available to provide for this community need.
4.4.1	Acknowledge volunteers and the contribution they make to our community	4.4.1.1	Regularly profile long term volunteers in the Shire Insight Newsletter to promote the abilities of seniors as volunteers	Yes	This was scheduled to occur from the February 2020 edition of Insight but as a result of an informal Council review publication of the Insight was ceased pending discussions on alternative means of engaging with the community.
4.4.2	Promote to the community, both individually and at the community level, the importance and benefits of volunteering		No Action stipulated (operational task)		
4.5.1	Monitor risk management and emergency	4.5.1.1	No Action stipulated (operational task)		

	management profiles, procedures and preparedness				
4.5.2	Prepare and implement flood mitigation/management strategies	4.5.2.1	Implement the Flood Mitigation Strategy – Geegelup Brook	Yes	<p>A site meeting with potential consultants to develop the beautification and car parking plan (including flood management) was held in February 2020 but only one consultant expressed interest. Following this a scope of works for the concept design process was prepared and will be used for a procurement process to select a consultant to undertake the concept design process. This will occur in 2020/21.</p> <p>This Project is one of the key projects identified in the Growth Strategy (action 1.1.1.1) and links with actions 4.5.2.1, 4.2.7.1 and 4.7.2.2. Meetings with relevant State Government Ministers occurred between January and March 2020 with a view to procuring State Government funding for projects identified in the Growth Strategy.</p>
4.5.3	Improved mobile phone communications	4.5.3.1	Work with regional partners (Local and State Governments) to seek greater investment in mobile phone towers within the Region	Yes	The Warren Blackwood Sub-Regional Growth Plan (refer comments for Action 1.1.5.1) includes an action calling for construction of phone towers as identified with emergency services requirements and major arterial roads identified as a priority.
4.6.1	Reduce bush fire hazards	4.6.1.1	Participate in the Mitigation Activity Fund program for the purpose of conducting mitigation activities on Shire controlled land	Yes	The Shire was successful in receiving \$273,500 in mitigation funding in late November from DFES. The majority of funded works were progressed by 30.6.20. Additional funds are allocated annually by Council for its own mitigation program and were expended.
4.6.2	Support community education and information programs in relation to fire protection		No Action stipulated (operational task)		
4.6.3	Develop policies and strategies concerning		No Action stipulated (operational task)		

	fire management on private properties				
4.6.4	Bush fire brigades are resourced with adequate equipment, appliances, training and other operational requirements	4.6.4.1	Provide funding for the repair/replacement of non ESL fire fighting equipment	Yes	An allocation of \$4,000 was included in the 2019/20 Budget.
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	Yes	<p>No specific actions have been required since 1.7.19 as a bypass hasn't been raised as a significant issue by the community.</p> <p>In response to inaction by Main Roads Western Australia on reviewing the speed limit on Hampton Street liaison occurred with a member of the public about initiating a petition on this issue. The petition received 736 signatures but wasn't progressed as in the meantime the Minister for Road Safety announced a trial for a reduced speed limit of 40km/h through the town centres (highways) of Bridgetown, Balingup, Donnybrook and Boyanup. A reference group was established by the Minister to set the parameters of the trial and in due course review community feedback. The Shire President and CEO were appointed to the reference group. Promotion of the trial and community feedback survey occurred via Shire communications.</p>
		4.7.1.2	Advocate to Main Roads Western Australia to conduct a safety audit of the Hampton Street precinct	Yes	This was raised with MRWA (South West) at a meeting in February 2020 as part of discussions about the 40km/h speed trial.
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	Yes	<p>Land acquisitions are progressing.</p> <p>This Project is one of the key projects identified in the Growth Strategy (action 1.1.1.1) and links with actions 2.1.3.1, 4.5.2.1 and 4.7.2.2.</p>
		4.7.2.2	Prepare a design plan for completion of car	Yes	A site meeting with potential consultants to develop the beautification and car parking plan (including flood management) was held in February 2020 but

			park area behind shops adjacent to Geegelup Brook		<p>only one consultant expressed interest. Following this a scope of works for the concept design process was prepared and will be used for a procurement process to select a consultant to undertake the concept design process. This will occur in 2020/21.</p> <p>This Project is one of the key projects identified in the Growth Strategy (action 1.1.1.1) and links with actions 4.5.2.1, 4.2.7.1 and 4.7.2.2. Meetings with relevant State Government Ministers occurred between January and March 2020 with a view to procuring State Government funding for projects identified in the Growth Strategy.</p>
		4.7.2.3	Acquire suitable tenure of land behind Greenbushes commercial businesses in order to upgrade parking and laneway	Yes	<p>Completed. Land acquisition is to be funded by Talison as part of the Greenbushes CBD Parking & Safety Enhancement Project in the Growth Strategy. Advice was received from Talison in June that due to economic factors the funding of the land acquisition had to be deferred until 2021/22. This has pushed back the progress of this project by at least 12 months.</p> <p>This Project is one of the key projects identified in the Growth Strategy (action 1.1.1.1) and includes actions 4.7.2.6, 4.7.2.7 and 4.7.2.8.</p>
		4.7.2.4	Develop new ACROD parking bays in CBD to replace existing on-street infirm parking bays	Yes	Completed – 2 new ACROD bays; increased 20 minute bays outside chemist and IGA; reduce time from 1 hour to 2 hours for the remainder of bays outside of IGA (to increase turn over/availability of these premium placed parking bays).
		4.7.2.5	Review directional signage to car parking	Yes	This action is linked to the dump point project. New signage directing persons to the dump point (and car park) will be required and this will include a review of existing signage locations and the need for more advanced warning signage.
		4.7.2.6	Prepare detailed design plans for construction of the car parking area behind shops adjacent to Geegelup Brook	Yes	This Project is one of the key projects identified in the Growth Strategy and includes actions 4.7.2.3, 4.7.2.7 and 4.7.2.8. Meetings with relevant State Government Ministers occurred between January and March 2020 with a view to procuring State Government funding for projects identified in the Growth Strategy.
		4.7.2.7	Construct car parking area behind shops	No	Refer comments for Action 4.7.2.6 above.

			adjacent to Geegelup Brook and incorporate with beautification of Geegelup Brook		
		4.7.2.8	Upgrade/seal carpark and adjacent laneway behind Greenbushes commercial businesses	No	Refer comments for Action 4.7.2.6 above.
4.7.3	Develop and implement crime prevention strategies	4.7.3.1	Develop a CCTV Plan for Bridgetown CBD	Yes	Completed. Council endorsed the Redfish Technologies CCTV System design for Bridgetown CBD area and other identified Shire owned facilities at the December 2019 meeting.

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	Is this Action Scheduled for 2019/20 ?	Comment
5.1.1	The community is involved in local decision making	5.1.1.1	Major projects to include where appropriate a specific community engagement component	Yes	<p>Surveys undertaken for:</p> <ul style="list-style-type: none"> • Youth Precinct Redevelopment • Highlands POS Development • Visitor Centre Management Model/Location <p>Public forums held for:</p> <ul style="list-style-type: none"> • Youth Precinct Redevelopment (4) • Highlands POS Development • Visitor Centre Management Model/Location (5) <p>Written submissions sought for:</p> <ul style="list-style-type: none"> • River Park Redevelopment Project (twice)
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	Yes	The Youth Leadership Team operated up to December 2019. Insufficient interest was shown in February 2020 to establish a new team. Council, at its May 2020 meeting resolved to divest from direct provision of youth services.

5.1.3	Monitor, maintain and enhance the way we communicate with the community	5.1.3.1	Prepare a bi-monthly Shire newsletter	Yes	In 2019/20 the Insight was published in August, October and December. As a result of an informal Council review publication of the Insight was ceased pending discussions on alternative means of engaging with the community.
5.1.4	People receive Shire information, services and opportunities according to their needs	5.1.4.1	Develop a communications procedure	Yes	A formal communications procedure has yet to be developed but as at 30 June 2020 was in progress with more discussions to occur with Council before finalization in 2020/21. Some staff structural changes were implemented in 2020/21 to focus core organisational communications responsibility with specific staff members and this saw a significant increase in the organisation's profile on Facebook and use of the Shire website for news promotion.
5.1.5	Support groups that deliver programs, activities and services for the benefit of the community		No Action stipulated (operational task)		
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	Yes	<p>A "New Councillors Induction Manual" was prepared in October 2019. Included in this manual was key information about the role and responsibilities of a councillor, the function of a council, the role of the CEO, council meeting and concept forum processes, various "housekeeping" matters and information about Council's integrated planning framework and organizational structure. A copy of the manual was provided to all councillors not just the newly elected councillors.</p> <p>A 'New Councillor Induction Session' was held on 29.10.19.</p>

		5.2.1.2	Provide training opportunities for councillors, both legislative (compulsory) and optional	Yes	2019 legislative amendments require all newly elected councillors to complete a new training course, Council Member Essentials, within the first 12 months. The definition of newly elected councillors includes councillors returned at the 2019 elections even though they have previously served in the office of councillor. Some of the modules of the training course were delivered within the South West Region in December and April with some councillors attending. The holding of further training courses in the south-west is being pursued collectively by the 12 local governments. In April 2020 Council adopted a Councillor Training/Conferences and Continuing Professional Development' Policy.
		5.2.1.3	Conduct a bi-annual study tour to other councils	Yes	Due to COVID-19 the study tour was deferred until 2020/21.
		5.2.1.4	Review the Code of Conduct	Yes	Awaiting determination of the model code of conduct being prepared as part of the Local Government Act review process. Council provided a submission on the review, including feedback on key elements of a code of conduct.
		5.2.1.5	Consider method of conducting ordinary and special council elections	Yes	The 2019 elections were conducted as a postal election.
5.2.2	Staff work in an ethical manner	5.2.2.1	Achieve full compliance in annual Compliance Audit Return	Yes	The annual compliance return for 2019 was presented to Council in March 2020. After completing the responses to the 104 questions contained in the 2019 Compliance Audit Return it should be noted that compliance was achieved for 102 of those questions.
5.2.3	Ensure organisational capability	5.2.3.1	Develop an organisation wide compliance calendar	Yes	The compliance calendar was completed in time to implement from 1.1.20 onwards. The HR/Governance Coordinator has responsibility to manage the compliance calendar including reporting to the Executive Leadership Team on a monthly basis.
		5.2.3.2	Review the Records Management Plan	Yes	Review commenced in 2019/20 with completion scheduled for August 2020.
		5.2.3.3	Undertake review of systems for risk management, internal controls and legislative	Yes	Audit Regulation 17 Review completed and presented to Council in June 2020.

			compliance as required under Audit Regulation 17		
		5.2.3.4	Review the Business Continuity Plan as identified in the 2014 Audit Regulation No, 17 review	Yes	Desktop review undertaken in March 2020. A deficiency in the Plan was that didn't sufficiently cater for business continuity in the event of a pandemic. Further work on this area will occur in 2020/21.
		5.2.3.5	Implement 2019 Workforce Plan	Yes	Since Council acceptance of the Workforce Plan in February 2019 implementation has been occurring. The CEO has provided a report to each Concept Forum summarising/updating the implementation as well as providing a report for the 6 month period 1 July 2019 to 31 December 2019 and the 11 month period from 1 July 2019 to 31 May 2020.
		5.2.3.6	Prepare plans for depot workshop improvements	Yes	Scoping of the project has commenced prior to engaging an architect or draftsman to prepare plans suitable for costing and future budget consideration.
		5.2.3.7	Review Ranger Services Structure and Service Levels	Yes	The review was completed in February 2020 with a confidential briefing provided to councillors at the February Concept Forum. A total of 19 recommendations were contained in the final report and these have either been progressed or will be progressed in 2020/21.
		5.2.3.8	Prepare a local environmental health plan	Yes	A consultant has been appointed to guide preparation of the plan. Community consultation will occur in 2020/21 with completion of the plan expected by 30 June 2021.
		5.2.3.9	Staff have access to agreed training and professional development opportunities and pathways	Yes	Following the annual performance reviews process a training plan was compiled identifying all training needs raised in individual performance reviews.
		5.2.3.10	Review lease and legal agreements and develop appropriate registers	Yes	Existing registers are currently being reviewed for contemporising.
		5.2.3.11	Investigate the cost benefits of outsourcing selected functions	Yes	Any considerations/investigations into outsourcing of parks maintenance services (i.e. mowing) have been deferred pending a new review of service levels for this area.
		5.2.3.12	Investigate options for conversion of agendas and other information for councillors and staff from	Yes	Portable device has been purchased and an application identified for delivery of electronic agendas. This is currently being trailed by executive staff and councillors on a rotating basis.

			hard copy format to digital format		
5.2.4	Maintain a strong customer focus	5.2.4.1	Review the Customer Service Charter	No	This Action isn't scheduled by the Corporate Business Plan for implementation until 2020/21.
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	No	This Action isn't scheduled by the Corporate Business Plan for implementation until 2020/21. Despite that work commenced on the structure and objectives of a survey with further consideration by Council to occur at the July Concept Forum.
5.2.6	Ensure the future financial sustainability of the Organisation	5.2.6.1	Review the rating structure	No	This Action isn't scheduled by the Corporate Business Plan for implementation until 2020/21.
		5.2.6.2	Assess level of fees and charges to apply cost recovery principle where appropriate	Yes	In its COVID-19 Response Plan Council resolved to freeze rates and charges in the 2020/21 budget.
		5.2.6.3	Implement the Council endorsed action plan designed to achieve compliance to financial ratios	Yes	This action is ongoing with progress reports provided to the quarterly Audit Committee meetings.
5.2.7	Council's policies and local laws are responsive to community needs	5.2.7.1	Annually review policies	Yes	Completed. The annual review of policies was presented to Council in November 2019.
		5.2.7.2	Conduct statutory reviews of all Local Laws to Local Government Act	No	Although this Action isn't scheduled by the Corporate Business Plan for implementation until 2022/23 a report was presented to Council in June 2020 recommending this review be done in 2020/21..
5.2.8	Ensure all legislative responsibilities and requirements are met	5.2.8.1	Implement GRV and UV revaluations	Yes	Completed.
5.3.1	Implement the Shire's Integrated Planning Review Cycle	5.3.1.1	Annually review the Corporate Business Plan	Yes	Presented to Council in June 2020.

		5.3.1.2	In-house review of Strategic Community Plan once every 4 years	No	This Action isn't scheduled by the Corporate Business Plan for implementation until 2022/23.
		5.3.1.3	Facilitated (externally assisted) review of Strategic Community Plan once every 4 years	No	This Action isn't scheduled by the Corporate Business Plan for implementation until 2020/21. Notwithstanding that timeframe discussions occurred at the February Concept Forum on the proposed processes and community engagement practices that could be used with more reporting to occur from July 2020.
		5.3.1.4	Annual review of Long Term Financial Plan	Yes	Base document is in the process of being developed. The LTFP base document is updated with relevant financial information as Council progresses through developing other integrated planning documents and forward works plans.
		5.3.1.5	Annual review of capital works plans	Yes	Annual review of the 10 Year Strategic Works Plan occurred at February 2020 Concept Forum and the 5 Year Building Maintenance/Capital Plan at March 2020 Concept Forum with the contents of Year 1 of both plans informing the 2020/21 budget. An updated Fleet Replacement Plan (linked to a reviewed Fleet Policy) was also endorsed.
		5.3.1.6	Annual review of Fleet/Plant Replacement Plan	Yes	Annual review presented to February 2020 Concept Plan with contents informing the Long Term Financial Plan.
		5.3.1.7	Desktop review of Workforce Plan	Yes	Implementation of the 2019 Workforce Plan is still occurring. The next review is scheduled to follow the 2020/21 review of the Strategic Community Plan.
		5.3.1.8	Comprehensive review of Workforce Plan (following full review of SCP)	No	This Action isn't scheduled by the Corporate Business Plan for implementation until 2021/22.
		5.3.1.9	Review Sport and Recreation Strategic Plan	No	This Action isn't scheduled by the Corporate Business Plan for implementation until 2020/21.
		5.3.1.10	Review Youth Community Plan	No	This Action isn't scheduled by the Corporate Business Plan for implementation until 2020/21. Notwithstanding that, Council at its May 2020 meeting resolved to not proceed with the review of the Youth Plan meaning that there is no longer to be a Youth Plan in Council's Integrated Planning Framework.
		5.3.1.11	Review Aged Community Plan	Yes	This was scheduled to commence in March 2020 but due to COVID-19 and associated recess of the Access and Inclusion Committee the review wasn't able to be progressed and will be scheduled for 2020/21.

		5.3.1.12	Review Access and Inclusion Plan	Yes	A new Disability Access and Inclusion Plan was adopted by Council in June 2019 which was earlier than estimated when determining the actions under the Corporate Business Plan. Under Council's Integrated Planning Framework the document is to be reviewed every 4 years.
		5.3.1.13	Review of Leisure Centre Business Plan	Yes	This will be completed in 2020/21.
		5.3.1.14	Annually review Asset Management Plans	Yes	Annual review of individual asset management plans by class occurred. Presentation of a new consolidated asset management plan to Council occurred in May 2020.
		5.3.1.15	Develop a business software systems Strategy	Yes	Currently working with Council's business systems provider to identify options and costs associated with a progressive rollout of existing business system modules to the new web based platform. The need for other potential software systems that aid in organisational improvements and efficiencies are currently being identified.
		5.3.1.16	Develop a Parkland Assets Replacement Plan	Yes	This is scheduled to commence in 2020/21 (linked to review of parks and gardens service levels and development of parkland improvement strategy) and is to be done using internal resources (staff) rather than external consultants.
5.3.2	Apply best practice asset management principles	5.3.2.1	Review and maintain asset management plans for all relevant asset classes	Yes	Annual review of individual asset management plans by class occurred. Presentation of a new consolidated asset management plan to Council occurred in May 2020.
5.3.3	Establish and review service levels	5.3.3.1	Prepare or review service levels of at least one service per annum	Yes	Service levels for Rangers were assessed in the 'Review of Ranger Services' completed in February 2020. A review of Youth Services was presented to Council in May 2020. Executive staff are currently participating in the South West Peer Support Network group that is focussing on developing processes and templates to assist with service level reviews.
5.4.1	Monitor opportunities for shared services in co-operation with regional partners		No Action stipulated (operational task)		
5.4.2	Participate in local government collaborative groups	5.4.2.1	Maintain membership of the Warren Blackwood Alliance of Councils	Yes	Ongoing.

5.4.3	Monitor potential initiatives in local government reform	5.4.3.1	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	Yes	No specific actions undertaken. There hasn't been a specific need to address this issue to date in 2019/20
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	Yes	Ongoing.

PART 5 – FINANCIALS

APPENDIX 2: Annual Financial Report and Independent Audit Report

SHIRE OF BRIDGETOWN-GREENBUSHES

FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2020

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SHIRE'S VISION

'A beautiful place to live'

Working together with the community to achieve our shared objectives

Principal place of business:
1 Steere Street
BRIDGETOWN WA 6255

**SHIRE OF BRIDGETOWN-GREENBUSHES
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

*Local Government Act 1995
Local Government (Financial Management) Regulations 1996*

STATEMENT BY CHIEF EXECUTIVE OFFICER

The attached financial report of the Shire of Bridgetown-Greenbushes for the financial year ended 30 June 2020 is based on proper accounts and records to present fairly the financial position of the Shire of Bridgetown-Greenbushes at 30 June 2020 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the 7th day of December 2020



Chief Executive Officer

Tim Clynh

Name of Chief Executive Officer

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2020

	NOTE	2020 Actual \$	2020 Budget \$	2019 Actual \$
Revenue				
Rates	23(a)	4,664,443	4,667,928	4,547,425
Operating grants, subsidies and contributions	2(a)	2,605,244	1,626,863	2,486,285
Fees and charges	2(a)	1,610,232	1,656,736	1,601,142
Interest earnings	2(a)	146,279	203,128	208,079
Other revenue	2(a)	205,420	140,960	122,577
		9,231,618	8,295,615	8,965,508
Expenses				
Employee costs		(4,440,083)	(4,713,779)	(4,243,910)
Materials and contracts		(2,153,621)	(2,823,225)	(2,479,557)
Utility charges		(312,436)	(313,274)	(272,181)
Depreciation on non-current assets	11(b)	(3,570,493)	(3,552,778)	(3,447,524)
Interest expenses	2(b)	(73,489)	(72,216)	(77,845)
Insurance expenses		(260,051)	(278,437)	(265,150)
Other expenditure		(296,263)	(316,655)	(299,191)
		(11,106,436)	(12,070,364)	(11,085,358)
		(1,874,818)	(3,774,749)	(2,119,850)
Non-operating grants, subsidies and contributions	2(a)	803,436	3,226,844	1,564,336
Profit on asset disposals	11(a)	0	0	7,460
(Loss) on asset disposals	11(a)	(165,684)	(14,000)	(187,984)
Fair value adjustments to financial assets at fair value through profit or loss		1,153	0	70,068
		638,905	3,212,844	1,453,880
		(1,235,913)	(561,905)	(665,970)
Other comprehensive income				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	13	464,356	0	(46,244)
		464,356	0	(46,244)
		(771,557)	(561,905)	(712,214)

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

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2020

	NOTE	2020 Actual	2020 Budget	2019 Actual
		\$	\$	\$
Revenue				
	2(a)			
Governance		1,525	929	323
General purpose funding		6,678,041	5,836,627	6,695,254
Law, order, public safety		628,189	471,610	435,704
Health		7,658	14,100	15,960
Education and welfare		830	15,609	595
Housing		18,645	23,160	22,573
Community amenities		1,072,395	1,076,233	1,054,736
Recreation and culture		274,715	405,266	312,481
Transport		175,812	179,772	158,721
Economic services		142,092	133,423	120,404
Other property and services		231,716	138,886	148,757
		9,231,618	8,295,615	8,965,508
Expenses				
	2(b)			
Governance		(975,062)	(1,090,117)	(967,022)
General purpose funding		(115,601)	(129,234)	(178,010)
Law, order, public safety		(1,189,997)	(1,013,835)	(875,933)
Health		(112,570)	(124,673)	(85,501)
Education and welfare		(191,325)	(214,802)	(182,711)
Housing		(19,524)	(23,160)	(38,594)
Community amenities		(1,651,807)	(1,882,029)	(1,694,705)
Recreation and culture		(2,423,449)	(2,762,922)	(2,690,357)
Transport		(3,518,304)	(3,891,831)	(3,577,042)
Economic services		(708,294)	(777,004)	(577,602)
Other property and services		(127,014)	(88,541)	(140,036)
		(11,032,947)	(11,998,148)	(11,007,513)
Finance Costs				
	2(b)			
General purpose funding		0	(100)	0
Community amenities		(12,871)	(12,903)	(13,354)
Recreation and culture		(60,014)	(59,213)	(64,491)
Other property and services		(604)	0	0
		(73,489)	(72,216)	(77,845)
		(1,874,818)	(3,774,749)	(2,119,850)
Non-operating grants, subsidies and contributions	2(a)	803,436	3,226,844	1,564,336
Profit on disposal of assets	11(a)	0	0	7,460
(Loss) on disposal of assets	11(a)	(165,684)	(14,000)	(187,984)
Fair value adjustments to financial assets at fair value through profit or loss		1,153	0	70,068
		638,905	3,212,844	1,453,880
Net result for the period		(1,235,913)	(561,905)	(665,970)
Other comprehensive income				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	13	464,356	0	(46,244)
Total other comprehensive income for the period		464,356	0	(46,244)
Total comprehensive income for the period		(771,557)	(561,905)	(712,214)

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

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2020

	NOTE	2020	2019
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	7,344,203	6,570,761
Trade and other receivables	6	438,869	337,608
Other financial assets	5(a)	8,976	8,651
Inventories	7	12,406	20,857
Contract assets	2(a)	57,858	0
Other assets	8	0	560
TOTAL CURRENT ASSETS		7,862,312	6,938,437
NON-CURRENT ASSETS			
Trade and other receivables	6	164,521	148,174
Other financial assets	5(b)	71,221	79,044
Property, plant and equipment	9	33,269,396	35,649,987
Infrastructure	10	167,613,835	169,017,629
Right of use assets	12(a)	135,483	0
TOTAL NON-CURRENT ASSETS		201,254,456	204,894,834
TOTAL ASSETS		209,116,768	211,833,271
CURRENT LIABILITIES			
Trade and other payables	14	702,296	761,305
Contract liabilities	15	1,081,528	0
Lease liabilities	16(a)	37,927	0
Borrowings	17(a)	260,735	253,216
Employee related provisions	18	806,444	864,649
TOTAL CURRENT LIABILITIES		2,888,930	1,879,170
NON-CURRENT LIABILITIES			
Lease liabilities	16(a)	97,724	0
Borrowings	17(a)	1,549,631	1,810,366
Employee related provisions	18	57,794	46,495
TOTAL NON-CURRENT LIABILITIES		1,705,149	1,856,861
TOTAL LIABILITIES		4,594,079	3,736,031
NET ASSETS		204,522,689	208,097,240
EQUITY			
Retained surplus		113,047,268	115,654,005
Reserves - cash backed	4	4,290,376	3,392,546
Revaluation surplus	13	87,185,045	89,050,689
TOTAL EQUITY		204,522,689	208,097,240

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

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2020

	NOTE	RETAINED SURPLUS \$	RESERVES CASH BACKED \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 1 July 2018		115,629,829	4,082,692	89,096,933	208,809,454
Comprehensive income					
Net result for the period		(665,970)	0	0	(665,970)
Other comprehensive income	13	0	0	(46,244)	(46,244)
Total comprehensive income		(665,970)	0	(46,244)	(712,214)
Transfers from reserves	4	1,614,715	(1,614,715)	0	0
Transfers to reserves	4	(924,569)	924,569	0	0
Balance as at 30 June 2019		115,654,005	3,392,546	89,050,689	208,097,240
Change in accounting policy	27(b)	(472,994)	0	(2,330,000)	(2,802,994)
Restated total equity at 1 July 2019		115,181,011	3,392,546	86,720,689	205,294,246
Comprehensive income					
Net result for the period		(1,235,913)	0	0	(1,235,913)
Other comprehensive income	13	0	0	464,356	464,356
Total comprehensive income		(1,235,913)	0	464,356	(771,557)
Transfers from reserves	4	682,818	(682,818)	0	0
Transfers to reserves	4	(1,580,648)	1,580,648	0	0
Balance as at 30 June 2020		113,047,268	4,290,376	87,185,045	204,522,689

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

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2020

	NOTE	2020 Actual \$	2020 Budget \$	2019 Actual \$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		4,627,255	4,699,280	4,508,668
Operating grants, subsidies and contributions		3,218,936	1,647,987	2,446,501
Fees and charges		1,599,002	1,686,736	1,607,983
Interest received		146,279	203,128	207,038
Goods and services tax received		(382,623)	376,159	(519,784)
Other revenue		209,464	140,960	107,245
		9,418,313	8,754,250	8,357,651
Payments				
Employee costs		(4,468,909)	(4,645,891)	(4,338,809)
Materials and contracts		(2,353,005)	(3,234,988)	(2,370,797)
Utility charges		(313,678)	(313,274)	(277,014)
Interest expenses		(73,489)	(72,216)	(77,818)
Insurance paid		(260,051)	(278,437)	(265,150)
Goods and services tax paid		381,230	(365,747)	515,513
Other expenditure		(298,572)	(316,655)	(297,490)
		(7,386,474)	(9,227,208)	(7,111,565)
Net cash provided by (used in) operating activities	19	2,031,839	(472,958)	1,246,086
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	9(a)	(701,148)	(3,117,765)	(1,233,368)
Payments for construction of infrastructure	10(a)	(1,153,363)	(2,628,404)	(2,304,085)
Non-operating grants, subsidies and contributions	2(a)	803,436	3,226,844	1,564,336
Proceeds from financial assets at amortised cost - self supporting loans		8,651	8,651	8,337
Proceeds from sale of property, plant & equipment	11(a)	50,409	348,400	201,005
Net cash provided by (used in) investment activities		(992,015)	(2,162,274)	(1,763,775)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	17(b)	(253,216)	(253,216)	(268,033)
Payments for principal portion of lease liabilities	16(b)	(13,166)	0	0
Proceeds from new borrowings	17(b)	0	0	200,000
Net cash provided by (used in) financing activities		(266,382)	(253,216)	(68,033)
Net increase (decrease) in cash held		773,442	(2,888,448)	(585,722)
Cash at beginning of year		6,570,761	6,570,760	7,156,483
Cash and cash equivalents at the end of the year	19	7,344,203	3,682,312	6,570,761

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

SHIRE OF BRIDGETOWN-GREENBUSHES
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2020

	NOTE	2020 Actual \$	2020 Budget \$	2019 Actual \$
OPERATING ACTIVITIES				
Net current assets at start of financial year - surplus/(deficit)	24 (b)	1,620,428	2,059,835	1,948,266
		1,620,428	2,059,835	1,948,266
Revenue from operating activities (excluding rates)				
Governance		1,525	929	323
General purpose funding		2,013,598	1,168,699	2,147,829
Law, order, public safety		628,189	471,610	439,691
Health		7,658	14,100	15,960
Education and welfare		830	15,609	595
Housing		18,645	23,160	22,573
Community amenities		1,072,395	1,076,233	1,055,809
Recreation and culture		274,715	405,266	312,481
Transport		175,812	179,772	161,121
Economic services		142,092	133,423	120,404
Other property and services		232,869	138,886	218,825
		4,568,328	3,627,687	4,495,611
Expenditure from operating activities				
Governance		(977,456)	(1,090,117)	(985,511)
General purpose funding		(115,601)	(129,334)	(178,010)
Law, order, public safety		(1,190,041)	(1,023,835)	(951,143)
Health		(112,570)	(124,673)	(85,585)
Education and welfare		(191,325)	(214,802)	(182,711)
Housing		(19,524)	(23,160)	(40,958)
Community amenities		(1,664,678)	(1,894,932)	(1,713,216)
Recreation and culture		(2,642,868)	(2,822,135)	(2,803,796)
Transport		(3,522,145)	(3,895,831)	(3,614,400)
Economic services		(708,294)	(777,004)	(577,976)
Other property and services		(127,618)	(88,541)	(140,036)
		(11,272,120)	(12,084,364)	(11,273,342)
Non-cash amounts excluded from operating activities	24(a)	4,813,568	3,255,550	3,517,124
Amount attributable to operating activities		(269,796)	(3,141,292)	(1,312,341)
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions	2(a)	803,436	3,226,844	1,564,336
Proceeds from disposal of assets	11(a)	50,409	348,400	201,005
Proceeds from financial assets at amortised cost - self supporting loans		8,651	8,651	8,337
Purchase of property, plant and equipment	9(a)	(701,148)	(3,117,765)	(1,233,368)
Purchase and construction of infrastructure	10(a)	(1,153,363)	(2,628,404)	(2,304,085)
Amount attributable to investing activities		(992,015)	(2,162,274)	(1,763,775)
FINANCING ACTIVITIES				
Repayment of borrowings	17(b)	(253,216)	(253,216)	(268,033)
Proceeds from borrowings	17(b)	0	0	200,000
Payments for principal portion of lease liabilities	16(b)	(13,166)	0	0
Transfers to reserves (restricted assets)	4	(1,580,648)	(577,558)	(924,569)
Transfers from reserves (restricted assets)	4	682,818	1,466,412	1,614,715
Amount attributable to financing activities		(1,164,212)	635,638	622,113
Surplus/(deficit) before imposition of general rates		(2,426,023)	(4,667,928)	(2,454,003)
Total amount raised from general rates	23(a)	4,664,443	4,667,928	4,547,425
Surplus/(deficit) after imposition of general rates	24(b)	2,238,420	0	2,093,422

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

SHIRE OF BRIDGETOWN-GREENBUSHES
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FOR THE YEAR ENDED 30 JUNE 2020

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SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

AMENDMENTS TO LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Prior to 1 July 2019, *Financial Management Regulation 16* arbitrarily prohibited a local government from recognising as assets Crown land that is a public thoroughfare, i.e. land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets pertaining to vested land, including land under roads acquired on or after 1 July 2008, were not recognised in previous financial reports of the Shire. This was not in accordance with the requirements of AASB 1051 *Land Under Roads* paragraph 15 and AASB 116 *Property, Plant and Equipment* paragraph 7.

From 1 July 2019, the Shire has applied AASB 16 Leases which requires leases to be included by lessees in the statement of financial position. Also, the *Local Government (Financial Management) Regulations 1996* have been amended to specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not included in the statement of financial position) rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

The Shire has accounted for the removal of the vested land values associated with vested land previously recognised by removing the land value and associated revaluation reserve as at 1 July 2019. The comparative year amounts have been retained as AASB 16 does not require comparatives to be restated in the year of transition.

Therefore the departure from AASB 1051 and AASB 16 in respect of the comparatives for the year ended 30 June 2019 remains.

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

NEW ACCOUNTING STANDARDS FOR APPLICATION IN FUTURE YEARS

On 1 July 2020 the following new accounting standards are to be adopted:

- AASB 1059 *Service Concession Arrangements: Grantors*
- AASB 2018-7 *Amendments to Australian Accounting Standards - Materiality*

AASB 1059 *Service Concession Arrangements: Grantors* is not expected to impact the financial report.

Specific impacts of AASB 2018-7 *Amendments to Australian Accounting Standards - Materiality*, have not been identified.

CRITICAL ACCOUNTING ESTIMATES

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 28 to these financial statements.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

2. REVENUE AND EXPENSES

REVENUE RECOGNITION POLICY

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

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/ Refunds/ Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Timing of revenue recognition
Rates	General rates	Over time	Payment dates adopted by Council during the year	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Operating Grants and subsidies	Grant contracts with customers - with and without agreements and subsidies	Over time or no obligations. Dependant upon arrangement	Fixed term transfer for funds based on agreed milestones and reporting or not applicable. Dependant upon arrangement	Contract obligation if project not complete or not applicable. Dependant upon arrangement	Set by mutual agreement with customer or when cash is received. Dependant upon arrangement	Based on the progress of works to match performance obligations or on receipt of funds. Dependant upon arrangement	Returns limited to repayment of transactional price or not applicable. Dependant upon arrangement	Output method based on project milestone and/or completion date matched to performance obligations, or when asset is controlled. Dependant upon arrangement
Non-operating Grants	Construction or acquisition of recognisable non-financial assets	Over time	Fixed term transfer for funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transactional price	Output method based on project milestone and/or completion date matched to performance obligations
Fees and Charges	Charges made for council provided services, facility hire, fines, sale of good and licences	Single point in time and over time. Dependant upon fee	In full in advance or on normal credit trading terms. Dependant upon fee	Dependant upon good or service provided	Adopted by council annually, set by state legislation, or limited by legislation to the cost of provision, or set by mutual agreement with customers. Dependant upon fee	Based on timing of provision of associated goods or service	Returns limited to repayment of transactional price for non provision of service or faulty goods in accordance with Council policy or State Legislation	Output method based on provision of service or completion of works
Other Revenue	Other revenue that cannot be classified into the above categories	Single point in time and over time. Dependant upon fee	In full in advance or on normal credit trading terms. Dependant upon fee	Dependant upon good or service provided	Adopted by council annually, set by state legislation, or limited by legislation to the cost of provision, or set by mutual agreement with customers. Dependant upon fee	Based on timing of provision of associated goods or service	Returns limited to repayment of transactional price for non provision of service or faulty goods in accordance with Council policy or State Legislation	Output method based on provision of service or completion of works

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

2. REVENUE AND EXPENSES (Continued)

(a) Grant revenue

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

	2020 Actual	2020 Budget	2019 Actual
	\$	\$	\$
Operating grants, subsidies and contributions			
General purpose funding	1,810,480	903,949	1,879,259
Law, order, public safety	594,201	412,810	387,100
Education and welfare	0	15,000	0
Housing	0	0	68,704
Recreation and culture	38,421	133,762	0
Transport	162,142	161,342	151,222
	2,605,244	1,626,863	2,486,285
Non-operating grants, subsidies and contributions			
Law, order, public safety	0	1,198,500	449,159
Community amenities	0	11,364	0
Recreation and culture	121,434	326,276	128,205
Transport	682,002	1,690,704	986,972
	803,436	3,226,844	1,564,336
Total grants, subsidies and contributions	3,408,680	4,853,707	4,050,621
Fees and charges			
Governance	74	269	229
General purpose funding	53,661	52,200	52,839
Law, order, public safety	30,200	41,800	44,090
Health	7,658	14,100	15,960
Education and welfare	10	9	9
Housing	17,969	21,360	21,169
Community amenities	1,069,091	1,071,233	1,048,628
Recreation and culture	219,172	244,662	227,288
Transport	6,323	8,230	7,499
Economic services	141,521	133,023	118,494
Other property and services	64,553	69,850	64,937
	1,610,232	1,656,736	1,601,142

During 2019/20 Council resolved to amend its fees and charges as follows:

New Fees Introduced

Ranger Seizure and Impound of Dog/Cat	\$104.70
Impound of Dog/Cat (3rd Party Drop Off at Kennel/Pound)	\$53.20
Seizure and Vehicle Impound of Dog/Cat	\$53.20
Greenbushes Hard Court Hire Fee	\$15.00 per hour

Amended Fees

Surrender/Destruction/Disposal of Dog/Cat	From \$163.10 to \$69.00 plus kennel fee incurred to date
Hall Hire Bond	From \$100.00 to \$200.00

Discontinued Fees

Seizure and Impounding of Registered Dog/Cat
Seizure and Impounding of Unregistered Dog/Cat
Surrender/Destruction/Disposal of Dog/Cat
Seizure and Vehicle Impound of Registered Dog/Cat
Seizure and Vehicle Impound of Unregistered Dog/Cat

SIGNIFICANT ACCOUNTING POLICIES

Grants, subsidies and contributions

Operating grants, subsidies and contributions are grants, subsidies or contributions that are not non-operating in nature.

Non-operating grants, subsidies and contributions are amounts received for the acquisition or construction of recognisable non-financial assets to be controlled by the local government.

Fees and Charges

Revenue (other than service charges) from the use of facilities and charges made for local government services, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)	2020 Actual	2020 Budget	2019 Actual
	\$	\$	\$
Contracts with customers and transfers for recognisable non-financial assets			
Revenue from contracts with customers and transfers to enable the acquisition or construction of recognisable non-financial assets to be controlled by the Shire was recognised during the year for the following nature or types of goods or services:			
Operating grants, subsidies and contributions	632,622	561,572	450,454
Fees and charges	1,494,552	1,518,206	1,463,576
Other revenue	90,086	54,296	50,920
Non-operating grants, subsidies and contributions	803,436	3,226,844	1,564,336
	3,020,696	5,360,918	3,529,286
Revenue from contracts with customers and transfers to enable the acquisition or construction of recognisable non-financial assets to be controlled by the Shire is comprised of:			
Contracts with customers included as a contract liability at the start of the period	133,588	133,588	0
Other revenue from contracts with customers recognised during the year	2,217,260	2,134,074	1,964,950
non financial assets included as a contract liability at the start of the period	266,901	177,640	0
Other revenue from performance obligations satisfied during the year	402,947	2,915,616	1,564,336
	3,020,696	5,360,918	3,529,286
Information about receivables, contract assets and contract liabilities from contracts with customers along with financial assets and associated liabilities arising from transfers to enable the acquisition or construction of recognisable non financial assets is:			
Trade and other receivables from contracts with customers	260,088	0	0
Contract assets	57,858	0	0
Contract liabilities from contracts with customers	(245,847)	0	0
Financial assets held from transfers for recognisable financial assets	835,681	0	0
Contract liabilities from transfers for recognisable non financial assets	(835,681)	0	0

Contract assets primarily relate to the Shire's right to consideration for work completed but not billed at 30 June 2020.

Assets associated with contracts with customers were not subject to an impairment charge.

Contract liabilities for contracts with customers primarily relate to grants with performance obligations received in advance, for which revenue is recognised over time as the performance obligations are met.

Information is not provided about remaining performance obligations for contracts with customers that had an original expected duration of one year or less.

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

Performance obligations in relation to contract liabilities from transfers for recognisable non financial assets are satisfied as project milestones are met or completion of construction or acquisition of the asset. All associated performance obligations are expected to be met over the next 12 months.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)	2020 Actual	2020 Budget	2019 Actual
	\$	\$	\$
Revenue from statutory requirements			
Revenue from statutory requirements was recognised during the year for the following nature or types of goods or services:			
General rates	4,664,443	4,667,928	4,547,425
Statutory permits and licences	106,202	124,780	123,820
Fines	9,478	13,750	13,745
	4,780,123	4,806,458	4,684,990
Other revenue			
Reimbursements and recoveries	115,334	86,664	71,657
Other	90,086	54,296	50,920
	205,420	140,960	122,577
Interest earnings			
Financial assets at amortised cost - self supporting loans	577	578	890
Interest on reserve funds	42,713	75,000	77,254
Rates instalment and penalty interest (refer Note 23(c))	45,043	49,550	49,385
Other interest earnings	57,946	78,000	80,550
	146,279	203,128	208,079

SIGNIFICANT ACCOUNTING POLICIES

Interest earnings

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

Interest earnings (continued)

Interest income is presented as finance income where it is earned from financial assets that are held for cash management purposes.

(b) Expenses	2020 Actual	2020 Budget	2019 Actual
	\$	\$	\$
Auditors remuneration			
- Audit of the Annual Financial Report	22,750	22,750	11,850
- Other services	1,400	5,000	0
	24,150	27,750	11,850
Interest expenses (finance costs)			
Borrowings	72,075	72,116	77,845
Overdraft Interest expense	0	100	0
Lease liabilities	1,414	0	0
	73,489	72,216	77,845

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

3. CASH AND CASH EQUIVALENTS

	NOTE	2020 \$	2019 \$
Cash at bank and on hand		7,344,203	6,570,761
Total cash and cash equivalents		7,344,203	6,570,761
Restrictions			
requirements which limit or direct the purpose for which the resources may be used:			
- Cash and cash equivalents		4,290,376	3,392,546
		4,290,376	3,392,546

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

Reserves - cash backed		3,208,848	2,992,057
Contract liabilities from contracts with customers	15	245,847	0
Contract liabilities from transfers for recognisable non financial assets	15	835,681	0
Unspent grants, subsidies and contributions		0	400,489
Total restricted assets	4	4,290,376	3,392,546

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

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

Restricted assets

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

SHIRE OF BRIDGETOWN-GREENBUSHES
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4. RESERVES - CASH BACKED

	2020 Actual Opening Balance	2020 Actual Transfer to	2020 Actual Transfer (from)	2020 Actual Closing Balance	2020 Budget Opening Balance	2020 Budget Transfer to	2020 Budget Transfer (from)	2020 Budget Closing Balance	2019 Actual Opening Balance	2019 Actual Transfer to	2019 Actual Transfer (from)	2019 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
(a) Leave Reserve	182,136	2,944	0	185,080	182,136	4,616	0	186,752	177,112	5,024	0	182,136
(b) Plant Reserve	424,561	257,414	0	681,975	424,561	261,310	(386,000)	299,871	318,625	244,371	(138,435)	424,561
(c) Land and Building Reserve	714,400	34,353	(174,410)	574,343	714,400	18,160	(178,410)	554,150	709,401	45,080	(40,081)	714,400
(d) Bushfire Reserve	10,739	10,045	(2,500)	18,284	10,739	10,272	(10,000)	11,011	687	10,052	0	10,739
(e) Maranup Road Maintenance Reserve	5,256	85	0	5,341	5,256	133	0	5,389	101,525	1,731	(98,000)	5,256
(f) Subdivision Reserve	390,331	12,106	(152,199)	250,238	390,331	19,892	(191,969)	218,254	379,565	10,766	0	390,331
(g) Sanitation Reserve	65,647	34,484	0	100,131	65,647	1,664	(50,000)	17,311	19,903	104,544	(58,800)	65,647
(h) Recreation Centre Floor and Solar Reserve	190,315	13,076	0	203,391	190,315	14,823	0	205,138	175,310	15,005	0	190,315
(i) MGB Reserve	0	0	0	0	0	0	0	0	74,222	253	(74,475)	0
(j) Refuse Site Post Closure Reserve	219,017	8,541	0	227,558	219,017	10,551	(43,000)	186,568	208,099	10,918	0	219,017
(k) Drainage Reserve	21,084	39,939	0	61,023	21,084	10,534	0	31,618	10,747	10,337	0	21,084
(l) Community Bus Replacement Reserve	50,374	5,815	0	56,189	50,374	6,277	0	56,651	48,985	1,389	0	50,374
(m) SBS Tower and Infrastructure Replacement Rese	31,589	511	0	32,100	31,589	801	0	32,390	30,718	871	0	31,589
(n) Playground Equipment Reserve	30,497	3,629	0	34,126	30,497	4,623	0	35,120	25,846	4,651	0	30,497
(o) Swimming Pool Reserve	4,429	71	0	4,500	4,429	112	0	4,541	4,307	122	0	4,429
(p) Car Park Reserve	948	15	0	963	948	24	0	972	922	26	0	948
(q) ROMANS Reserve	4,721	8	(4,729)	0	4,721	0	(4,721)	0	4,591	130	0	4,721
(r) Building Maintenance Reserve	145,768	93,665	(13,600)	225,833	145,768	3,694	0	149,462	145,551	4,084	(3,867)	145,768
(s) Strategic Projects Reserve	98,934	41,536	(4,500)	135,970	98,934	42,507	(45,000)	96,441	64,136	34,798	0	98,934
(t) Matched Grants Reserve	38,293	20,528	(7,124)	51,697	38,293	10,970	(7,124)	42,139	30,287	10,882	(2,876)	38,293
(u) Aged Care Infrastructure Reserve	56,022	906	0	56,928	56,022	1,420	0	57,442	54,477	1,545	0	56,022
(v) Equipment Reserve	6,010	97	0	6,107	6,010	152	0	6,162	5,844	166	0	6,010
(w) Assets and GRV Valuation Reserve	57,656	41,597	0	99,253	57,656	42,049	(27,500)	72,205	84,308	37,992	(64,644)	57,656
(x) Bridgetown Leisure Centre Reserve	117,894	1,130	(58,300)	60,724	117,894	2,988	(60,363)	60,519	124,897	3,333	(10,336)	117,894
(y) Trails Reserve	21,286	5,344	0	26,630	21,285	5,539	0	26,824	20,698	588	0	21,286
(z) Light Fleet Vehicle Reserve	64,021	93,603	(66,474)	91,150	64,021	94,193	(121,000)	37,214	19,500	95,524	(51,003)	64,021
(aa) Prepaid Rates Reserve	30,097	53	(30,150)	0	30,097	0	(30,097)	0	0	30,097	0	30,097
(ab) Blackspot Works Reserve	10,032	10,162	0	20,194	10,032	10,254	0	20,286	0	10,032	0	10,032
(ac) Unspent Grants and Loans Reserve	400,489	848,991	(168,832)	1,080,648	400,489	0	(311,228)	89,261	1,242,429	230,258	(1,072,198)	400,489
	3,392,546	1,580,648	(682,818)	4,290,376	3,392,545	577,558	(1,466,412)	2,503,691	4,082,692	924,569	(1,614,715)	3,392,546

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

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4. RESERVES - CASH BACKED (Continued)

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

Name of Reserve	Anticipated date of use	Purpose of the reserve
(a) Leave Reserve	Ongoing	To be used to fund annual and long service leave requirements.
(b) Plant Reserve	Ongoing	To be used for the purchase of major plant.
(c) Land and Building Reserve	Ongoing	To be used for the future acquisition of land and buildings.
(d) Bushfire Reserve	Ongoing	To be used for the purchase of district fire fighting equipment, buildings and fire fighting plant.
(e) Maranup Road Maintenance Reserve	Ongoing	To be used to maintain the section of Maranup Ford Road between the old and new entrances to the Talison Mine.
(f) Subdivision Reserve	Ongoing	To be used for the construction of sub-division feeder roads and road upgrades where it is a condition of planning or development approval.
(g) Sanitation Reserve	Ongoing	To be used for the provision of waste management services and waste facilities.
(h) Recreation Centre Floor and Solar Reserve	Ongoing	To be used to fund future timber floor and solar equipment replacements at the Bridgetown Leisure Centre.
(i) MGB Reserve	2018/19	To be used for the maintenance of the mobile garbage bin project.
(j) Refuse Site Post Closure Reserve	Ongoing	To be used to rehabilitate the Shire's refuse sites.
(k) Drainage Reserve	Ongoing	To be used for drainage upgrade works.
(l) Community Bus Replacement Reserve	Ongoing	To be used to purchase a replacement community bus.
(m) SBS Tower and Infrastructure Replacement Reserve	Ongoing	To be used for replacement of the SBS tower and associated infrastructure.
(n) Playground Equipment Reserve	Ongoing	To be used for replacement of playground equipment.
(o) Swimming Pool Reserve	Ongoing	To be used for studies on the pool for life expectancy and upgrades required to enable its future usage.
(p) Car Park Reserve	Ongoing	To hold contributions for funding car park construction.
(q) ROMANS Reserve	2019/20	To be used to fund the take-up of roads condition information into ROMANS.
(r) Building Maintenance Reserve	Ongoing	To be used to fund capital improvements to council buildings and facilities.
(s) Strategic Projects Reserve	Ongoing	To be used to fund strategic planning actions and other strategic initiatives as determined by the Council.
(t) Matched Grants Reserve	Ongoing	To provide a funding mechanism for grants that require a matched funding component.
(u) Aged Care Infrastructure Reserve	Ongoing	To contribute to the construction of non-council aged care buildings.
(v) Equipment Reserve	Ongoing	To be used to fund the purchase of gym and exercise equipment.
(w) Assets and GRV Valuation Reserve	Ongoing	To be used to fund future property and infrastructure revaluations.
(x) Bridgetown Leisure Centre Reserve	Ongoing	To be used for the purpose of funding new initiatives at the Bridgetown Leisure Centre.
(y) Trails Reserve	Ongoing	To be used for funding of new local trail initiatives and projects.
(z) Light Fleet Vehicle Reserve	Ongoing	To be used for the purchase of light fleet vehicles.
(aa) Prepaid Rates Reserve	2019/20	To ensure funding is available in 2019/20 to offset the derecognition of prepaid rates as revenue due to the introduction of Accounting Standard AASB1058.
(ab) Blackspot Works Reserve	Ongoing	To provide a funding mechanism for Blackspot Grant projects that require a matched funding component.
(ac) Unspent Grants and Loans Reserve	Ongoing	To be used for the recording of unspent grant and loan funds.

5. OTHER FINANCIAL ASSETS

	2020	2019
	\$	\$
(a) Current assets		
Financial assets at amortised cost	8,976	8,651
	8,976	8,651
Other financial assets at amortised cost		
Self supporting loans	8,976	8,651
	8,976	8,651
(b) Non-current assets		
Financial assets at amortised cost	0	8,976
Financial assets at fair value through profit and loss	71,221	70,068
	71,221	79,044
Financial assets at amortised cost		
Self supporting loans	0	8,976
	0	8,976
Financial assets at fair value through profit and loss		
Units in Local Government House Trust	71,221	70,068
	71,221	70,068

Loans receivable from clubs/institutions have the same terms and conditions as the related borrowing disclosed in Note 17(b) as self supporting loans.

SIGNIFICANT ACCOUNTING POLICIES

Other financial assets at amortised cost

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

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

Financial assets at fair value through profit and loss

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

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

Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 25.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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6. TRADE AND OTHER RECEIVABLES

Current

Rates receivable
Trade and other receivables
GST receivable
Accrued interest on investments
Accrued interest on self supporting loans

Non-current

Pensioner's rates and ESL deferred

	2020	2019
	\$	\$
Rates receivable	166,687	141,352
Trade and other receivables	260,088	185,614
GST receivable	6,469	5,076
Accrued interest on investments	5,624	5,564
Accrued interest on self supporting loans	1	2
	438,869	337,608
Pensioner's rates and ESL deferred	164,521	148,174
	164,521	148,174

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables

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

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 25.

SIGNIFICANT ACCOUNTING POLICIES (Continued)

Classification and subsequent measurement

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

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

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

SHIRE OF BRIDGETOWN-GREENBUSHES
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7. INVENTORIES

Current

Fuel, oil and materials

	2020	2019
	\$	\$
	12,406	20,857
	12,406	20,857
	20,857	22,013
	(173,913)	(189,502)
	165,462	188,346
	12,406	20,857

The following movements in inventories occurred during the year:

Carrying amount at beginning of period

Inventories expensed during the year

Additions to inventory

Carrying amount at end of period

SIGNIFICANT ACCOUNTING POLICIES

General

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

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

SHIRE OF BRIDGETOWN-GREENBUSHES
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8. OTHER ASSETS

Other assets - current

Prepayments

	2020	2019
	\$	\$
	0	560
	0	560

SIGNIFICANT ACCOUNTING POLICIES

Other current assets

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

SHIRE OF BRIDGETOWN-GREENBUSHES
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9. PROPERTY, PLANT AND EQUIPMENT

(a) Movements in Carrying Amounts

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

	Land - freehold land	Land - vested in and under the control of Council	Total land	Buildings - non-specialised	Buildings - specialised	Total buildings	Total land and buildings	Furniture and equipment	Plant and equipment	Works in Progress Buildings	Works in Progress Land	Total property, plant and equipment
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2018	5,211,500	2,330,000	7,541,500	125,034	23,235,755	23,360,789	30,902,289	235,104	4,603,956	14,031	0	35,755,380
Additions	40,081	0	40,081	7,483	313,662	321,145	361,226	8,169	846,708	17,265		1,233,368
(Disposals)	0	0	0	0	0	0	0	(63,821)	(317,708)	0	0	(381,529)
Revaluation increments / (decrements) transferred to revaluation surplus	0	0	0	0	0	0	0	120	(46,364)	0		(46,244)
Depreciation (expense)	0	0	0	(4,966)	(503,130)	(508,096)	(508,096)	(38,892)	(364,000)	0		(910,988)
Transfers	0	0	0	0	14,031	14,031	14,031	0	0	(14,031)		0
Carrying amount at 30 June 2019	5,251,581	2,330,000	7,581,581	127,551	23,060,318	23,187,869	30,769,450	140,680	4,722,592	17,265	0	35,649,987
Comprises:												
Gross carrying amount at 30 June 2019	5,251,581	2,330,000	7,581,581	137,483	24,060,986	24,198,469	31,780,050	140,680	4,722,592	17,265	0	36,660,587
Accumulated depreciation at 30 June 2019	0	0	0	(9,932)	(1,000,668)	(1,010,600)	(1,010,600)	0	0	0	0	(1,010,600)
Carrying amount at 30 June 2019	5,251,581	2,330,000	7,581,581	127,551	23,060,318	23,187,869	30,769,450	140,680	4,722,592	17,265	0	35,649,987
Change in accounting policy	0	(2,330,000)	(2,330,000)	0	0	0	(2,330,000)	0	0	0	0	(2,330,000)
Carrying amount at 1 July 2019	5,251,581	0	5,251,581	127,551	23,060,318	23,187,869	28,439,450	140,680	4,722,592	17,265	0	33,319,987
Additions	133,909	0	133,909	0	383,413	383,413	517,322	36,431	134,451	3,800	9,144	701,148
(Disposals)	0	0	0	0	(158,305)	(158,305)	(158,305)	(1,100)	(56,688)	0	0	(216,093)
Revaluation increments / (decrements) transferred to revaluation surplus	199,010	0	199,010	12,381	252,965	265,346	464,356	0	0	0	0	464,356
Depreciation (expense)	0	0	0	(9,932)	(502,032)	(511,964)	(511,964)	(18,766)	(423,993)	0	0	(954,723)
Transfers	0	0	0	0	(28,014)	(28,014)	(28,014)	0	0	(17,265)	0	(45,279)
Carrying amount at 30 June 2020	5,584,500	0	5,584,500	130,000	23,008,345	23,138,345	28,722,845	157,245	4,376,362	3,800	9,144	33,269,396
Comprises:												
Gross carrying amount at 30 June 2020	5,584,500	0	5,584,500	130,000	23,008,345	23,138,345	28,722,845	176,011	4,798,912	3,800	9,144	33,710,712
Accumulated depreciation at 30 June 2020	0	0	0	0	0	0	0	(18,766)	(422,550)	0	0	(441,316)
Carrying amount at 30 June 2020	5,584,500	0	5,584,500	130,000	23,008,345	23,138,345	28,722,845	157,245	4,376,362	3,800	9,144	33,269,396

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9. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
Land and buildings					
Land - freehold land	Level 2	Market approach using recent observable market data for similar properties / income approach using discounted cashflow methodology	Independent registered valuers	June 2020	Price per hectare / market borrowing rate
Land - vested in and under the control of Council	Level 3	Improvements to land valued using cost approach using depreciated replacement cost	Independent registered valuers	June 2020	Improvements to land using construction costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) inputs
Buildings - non-specialised	Level 2	Market approach using recent observable market data for similar properties / income approach using discounted cashflow methodology	Independent registered valuers	June 2020	Price per square meter / market borrowing rate
Buildings - specialised	Level 3	Improvements to land valued using cost approach using depreciated replacement cost	Independent registered valuers	June 2020	Improvements to land using construction costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) inputs
Furniture and equipment					
Furniture and equipment	Level 2	Market approach using recent observable market data for similar items / income approach using discounted cashflow methodology	Management valuation	June 2019	Price per item
Furniture and equipment	Level 3	Cost approach using depreciated replacement cost	Management valuation	June 2019	Purchase costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) Inputs
Plant and equipment					
Plant and equipment	Level 2	Market approach using recent observable market data for similar items / income approach using discounted cashflow methodology	Management valuation	June 2019	Price per item
Plant and equipment	Level 3	Cost approach using depreciated replacement cost	Management valuation	June 2019	Purchase costs and current condition (Level 3), residual values and remaining useful life assessments (Level 3) Inputs

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

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

Following a change to *Local Government (Financial Management) Regulation 17A*, plant and equipment type assets (being plant and equipment and furniture and equipment) are to be measured under the cost model, rather than at fair value. This change is effective from 1 July 2019 and represents a change in accounting policy.

Revaluations carried out previously were not reversed as it was deemed fair value approximates cost at the date of change.

SHIRE OF BRIDGETOWN-GREENBUSHES
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10. INFRASTRUCTURE

(a) Movements in Carrying Amounts

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

	Infrastructure - roads	Infrastructure - footpaths	Infrastructure - drainage	Infrastructure - parks & ovals	Infrastructure - bridges	Infrastructure - other	Works in progress - roads	Works in progress - drainage	Works in progress - bridges	Works in progress - other infrastructure	Total Infrastructure
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2018	147,912,817	2,295,988	4,692,802	2,718,534	6,809,885	4,621,062	99,727	23,138	35,833	40,294	169,250,080
Additions	1,641,815	0	106,789	14,752	181,487	342,363	9,399	0	0	7,480	2,304,085
Depreciation (expense)	(1,930,840)	(63,570)	(90,648)	(148,521)	(176,423)	(126,534)					(2,536,536)
Transfers	69,032	0	20,937	0	35,833	40,294	(69,031)	(20,938)	(35,833)	(40,294)	0
Carrying amount at 30 June 2019	147,692,824	2,232,418	4,729,880	2,584,765	6,850,782	4,877,185	40,095	2,200	0	7,480	169,017,629
Comprises:											
Gross carrying amount at 30 June 2019	189,976,790	3,086,535	7,379,593	4,228,152	10,669,359	5,616,657	40,095	2,200	0	7,480	221,006,861
Accumulated depreciation at 30 June 2019	(42,283,966)	(854,117)	(2,649,713)	(1,643,387)	(3,818,577)	(739,472)	0	0	0	0	(51,989,232)
Carrying amount at 30 June 2019	147,692,824	2,232,418	4,729,880	2,584,765	6,850,782	4,877,185	40,095	2,200	0	7,480	169,017,629
Additions	1,036,957	0	27,632	35,248	0	24,065		2,428		27,033	1,153,363
Depreciation (expense)	(1,967,885)	(63,570)	(92,245)	(149,258)	(178,596)	(150,882)	0	0	0	0	(2,602,436)
Transfers	40,095	0	0	0	0	45,279	(40,095)	0	0	0	45,279
Carrying amount at 30 June 2020	146,801,991	2,168,848	4,665,267	2,470,755	6,672,186	4,795,647	0	4,628	0	34,513	167,613,835
Comprises:											
Gross carrying amount at 30 June 2020	191,053,842	3,086,535	7,407,225	4,263,400	10,669,359	5,687,084	0	4,628	0	34,513	222,206,586
Accumulated depreciation at 30 June 2020	(44,251,851)	(917,687)	(2,741,958)	(1,792,645)	(3,997,173)	(891,437)	0	0	0	0	(54,592,751)
Carrying amount at 30 June 2020	146,801,991	2,168,848	4,665,267	2,470,755	6,672,186	4,795,647	0	4,628	0	34,513	167,613,835

SHIRE OF BRIDGETOWN-GREENBUSHES
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10. INFRASTRUCTURE (Continued)

(b) Fair Value Measurements

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

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

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

SHIRE OF BRIDGETOWN-GREENBUSHES

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2020

11. FIXED ASSETS

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

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

Initial recognition and measurement between mandatory revaluation dates

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

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

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

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

Revaluation

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

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

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY

Land under control prior to 1 July 2019

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

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

Land under roads prior to 1 July 2019

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

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

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

Whilst such treatment is inconsistent with the requirements of *AASB 1051, Local Government (Financial Management) Regulation 4(2)* provides, in the event of such an inconsistency, the *Local Government (Financial Management) Regulations* prevail. Consequently, any land under roads acquired on or after 1 July 2008 was not included as an asset of the Shire.

Land under roads from 1 July 2019

As a result of amendments to the *Local Government (Financial Management) Regulations 1996*, effective from 1 July 2019, vested land, including land under roads, are treated as right-of-use assets measured at zero cost. Therefore, the previous inconsistency with AASB 1051 in respect of non-recognition of land under roads acquired on or after 1 July 2008 has been removed, even though measurement at zero cost means that land under roads is still not included in the statement of financial position.

The Shire has accounted for the removal of the vested land values associated with vested land previously recognised by removing the land value and associated revaluation reserve as at 1 July 2019. The comparatives have not been restated.

Vested improvements from 1 July 2019

The measurement of vested improvements at fair value in accordance with *Local Government (Financial Management) Regulation 17A(2)(iv)* is a departure from AASB 16 which would have required the Shire to measure the vested improvements as part of the related right-of-use assets at zero cost.

Refer to Note 12 that details the significant accounting policies applying to leases (including right of use assets).

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

11. FIXED ASSETS (Continued)

(a) Disposals of Assets

	2020 Actual Net Book Value	2020 Actual Sale Proceeds	2020 Actual Profit	2020 Actual Loss	2020 Budget Net Book Value	2020 Budget Sale Proceeds	2020 Budget Profit	2020 Budget Loss	2019 Actual Net Book Value	2019 Actual Sale Proceeds	2019 Actual Profit	2019 Actual Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Buildings - specialised	158,305	0	0	(158,305)	0	0	0	0	0	0	0	0
Furniture and equipment	1,100	0	0	(1,100)	0	0	0	0	63,821	0	0	(63,821)
Plant and equipment	56,688	50,409	0	(6,279)	362,400	348,400	0	(14,000)	317,708	201,005	7,460	(124,163)
	216,093	50,409	0	(165,684)	362,400	348,400	0	(14,000)	381,529	201,005	7,460	(187,984)

The following assets were disposed of during the year.

	2020 Actual Net Book Value	2020 Actual Sale Proceeds	2020 Actual Profit	2020 Actual Loss
	\$	\$	\$	\$
Plant and Equipment				
Governance				
2015 Toyota Landcruiser	36,030	33,636	0	(2,394)
Law, order, public safety				
2009 Ford Territory AWD	3,636	3,592	0	(44)
Transport				
2014 Nisan Pathfinder	17,022	13,181	0	(3,841)
	56,688	50,409	0	(6,279)
Buildings				
Recreation and Culture				
Catterick Hall	158,305	0	0	(158,305)
	158,305	0	0	(158,305)
Furniture and Equipment				
Recreation and Culture				
Precor cross trainer	200	0	0	(200)
Circle M7200 treadmill	200	0	0	(200)
Precor treadmill	350	0	0	(350)
Bodycraft X four stack gym	350	0	0	(350)
	1,100	0	0	(1,100)
	216,093	50,409	0	(165,684)

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

11. FIXED ASSETS (Continued)

(b) Depreciation

	2020 Actual	2020 Budget	2019 Actual
	\$	\$	\$
Buildings - non-specialised	9,932	4,966	4,966
Buildings - specialised	502,032	506,518	503,130
Furniture and equipment	18,766	22,546	38,892
Plant and equipment	423,993	441,977	364,000
Infrastructure - roads	1,967,885	1,950,451	1,930,840
Infrastructure - footpaths	63,570	63,570	63,570
Infrastructure - drainage	92,245	92,483	90,648
Infrastructure - parks & ovals	149,258	149,326	148,521
Infrastructure - bridges	178,596	185,029	176,423
Infrastructure - other	150,882	135,912	126,534
Right of use assets - plant and equipment	3,790	0	0
Right of use assets - furniture and equipment	9,544	0	0
	3,570,493	3,552,778	3,447,524

SIGNIFICANT ACCOUNTING POLICIES

Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land and vested land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

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

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

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

Depreciation rates

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

Asset Class	Useful life
Buildings	30 to 120 Years
Furniture and equipment	4 to 15 Years
Plant and equipment	3 to 25 Years
Infrastructure - Roads	80 to 100 Years
Infrastructure - Footpaths	40 to 50 Years
Infrastructure - Drainage	80 Years
Infrastructure - Parks and ovals	15 to 50 Years
Bridges	
Road bridges	80 Years
Pedestrian bridges	50 Years
Infrastructure - Other	
Car parks pavement	60 Years
Car parks seal	25 Years
Street furniture	15 Years
Bus shelters	15 Years
Reservoirs and dams	50 Years
Swimming pool infrastructure	50 Years
All other infrastructure	15 to 50 Years

Depreciation on revaluation

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

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

Amortisation

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

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

Amortisation is included within Depreciation on non-current assets in the Statement of Comprehensive Income and in the note above.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

12. LEASES

(a) Right of Use Assets

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

	Right of use assets plant and equipment \$	Right of use assets furniture and equipment \$	Right of use assets Total
Carrying amount at 30 June 2019	0	0	0
Recognised on initial application of AASB 16	9,132	0	9,132
Restated total equity at the beginning of the financial year	9,132	0	9,132
Additions	0	139,685	139,685
Depreciation (expense)	(3,790)	(9,544)	(13,334)
Carrying amount at 30 June 2020	5,342	130,141	135,483
(b) Cash outflow from leases			
Interest expense on lease liabilities	68	1,346	1,414
Lease principal expense	3,810	9,356	13,166
Total cash outflow from leases	3,878	10,702	14,580

The Shire has one lease relating to plant and equipment. The lease term for this lease is 24 months with fixed lease payments. The Shire has two leases relating to furniture and equipment. The lease term for both leases is 48 months with fixed lease payments.

The Shire has not revalued the right of use assets relating to leased 'plant and equipment' and 'furniture and equipment' as the difference between the fair value and carrying amount is immaterial

SIGNIFICANT ACCOUNTING POLICIES

Leases

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

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

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

Leases for right-of-use assets are secured over the asset being leased.

Right-of-use assets - valuation

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

Refer to Note 11 for details on the significant accounting policies applying to vested improvements.

Right-of-use assets - depreciation

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

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

13. REVALUATION SURPLUS

	2020 Opening Balance	2020 Change in Accounting Policy	2020 Revaluation Increment	2020 Revaluation (Decrement)	Total Movement on Revaluation	2020 Closing Balance	2019 Opening Balance	2019 Revaluation Increment	2019 Revaluation (Decrement)	Total Movement on Revaluation	2019 Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Land and buildings	20,267,735	(2,330,000)	464,356	0	464,356	18,402,091	20,267,735	0	0	0	20,267,735
Furniture and equipment	112,984	0	0	0	0	112,984	112,864	120	0	120	112,984
Plant and equipment	313,272	0	0	0	0	313,272	359,636	0	(46,364)	(46,364)	313,272
Infrastructure - roads	63,326,586	0	0	0	0	63,326,586	63,326,586	0	0	0	63,326,586
Infrastructure - footpaths	1,166,620	0	0	0	0	1,166,620	1,166,620	0	0	0	1,166,620
Infrastructure - drainage	2,556,333	0	0	0	0	2,556,333	2,556,333	0	0	0	2,556,333
Infrastructure - parks & ovals	760,959	0	0	0	0	760,959	760,959	0	0	0	760,959
Infrastructure - bridges	73,684	0	0	0	0	73,684	73,684	0	0	0	73,684
Infrastructure - other	472,516	0	0	0	0	472,516	472,516	0	0	0	472,516
	89,050,689	(2,330,000)	464,356	0	464,356	87,185,045	89,096,933	120	(46,364)	(46,244)	89,050,689

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

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

14. TRADE AND OTHER PAYABLES

Current

Sundry creditors
Prepaid rates
Accrued salaries and wages
Retentions, works/hire bonds and deposits
Accrued interest on long term borrowings
GST payable

2020	2019
\$	\$
374,734	533,708
76,999	0
106,898	88,428
143,431	138,435
234	265
0	469
702,296	761,305

SIGNIFICANT ACCOUNTING POLICIES

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

Prepaid rates

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

15. CONTRACT LIABILITIES

	2020	2019
	\$	\$
Current		
Contract liabilities from contracts with customers	245,847	0
Contract liabilities from transfers for recognisable non financial assets	835,681	0
	1,081,528	0

SIGNIFICANT ACCOUNTING POLICIES

Contract Liabilities

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

With respect to transfers for recognisable non-financial assets, contract liabilities represent performance obligations which are not yet satisfied.

Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

SHIRE OF BRIDGETOWN-GREENBUSHES
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2020

16. LEASE LIABILITIES

(a) Lease Liabilities

	2020	2019
	\$	\$
Current	37,927	0
Non-current	97,724	0
	135,651	0

(b) Movements in Carrying Amounts

Purpose	Lease Number	Institution	Lease Interest Rate	Lease Term	Actual	30 June 2020	30 June 2020	30 June 2020	30 June 2020
					Lease Principal 1 July 2019	Actual New Leases	Actual Lease Principal Repayments	Actual Lease Principal Outstanding	Actual Lease Interest Repayments
					\$	\$	\$	\$	\$
Recreation and culture									
Gym Equipment	2	Macquarie Bank Ltd	3.45%	48 months	0	101,116	5,955	95,161	810
Other property and services									
2015 Toyota Landcruiser	1	Custom Service Leasing	1.11%	24 months	9,132	0	3,810	5,322	68
Photocopiers and Printers	2	Maia Financial Pty Ltd	4.45%	48 months	0	38,569	3,401	35,168	536
					9,132	139,685	13,166	135,651	1,414

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

17. INFORMATION ON BORROWINGS

(a) Borrowings	2020	2019
	\$	\$
Current	260,735	253,216
Non-current	1,549,631	1,810,366
	1,810,366	2,063,582

(b) Repayments - Borrowings

Particulars	Loan Number	Institution	Interest Rate	30 June 2020				30 June 2020				30 June 2019				
				Actual Principal 1 July 2019	Actual Principal repayments	Actual Interest repayments	Actual Principal outstanding	Budget Principal 1 July 2019	Budget Principal repayments	Budget Interest repayments	Budget Principal outstanding	Actual Principal 1 July 2018	Actual New Loans	Actual Principal repayments	Actual Interest repayments	Actual Principal outstanding
				\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Community amenities																
Landfill Site (Track Loader)	108	WATC*	4.13%	73,952	23,650	2,807	50,302	73,952	23,650	2,813	50,302	96,655	0	22,703	3,755	73,952
Landfill Site New Cell	113	WATC*	2.28%	206,825	102,240	4,130	104,585	206,825	102,240	4,136	104,585	306,774	0	99,949	6,422	206,825
Liquid and Inert Waste Sites	114	WATC*	2.73%	97,284	23,341	2,494	73,943	97,284	23,341	2,498	73,943	120,000	0	22,716	3,119	97,284
Landfill Cell Extension	115	WATC*	1.61%	100,000	19,364	1,527	80,636	100,000	19,364	1,541	80,636	0	100,000	0	26	100,000
Liquid Waste Facility	116	WATC*	1.96%	100,000	9,145	1,913	90,855	100,000	9,145	1,915	90,855	0	100,000	0	32	100,000
Recreation and culture																
Memorial Park Improvements	105	WATC*	6.25%	0	0	0	0	0	0	0	0	27,987	0	27,987	1,314	0
Somme Creek Parkland	106	WATC*	6.25%	0	0	0	0	0	0	0	0	22,136	0	22,136	1,039	0
Bridgetown Swimming Pool	112	WATC*	4.04%	1,467,894	66,825	58,627	1,401,069	1,467,894	66,825	58,635	1,401,069	1,532,099	0	64,205	61,248	1,467,894
				2,045,955	244,565	71,498	1,801,390	2,045,955	244,565	71,538	1,801,390	2,105,651	200,000	259,696	76,955	2,045,955
Self Supporting Loans																
Recreation and culture																
Bridgetown Bowling Club	110	WATC*	3.73%	17,627	8,651	577	8,976	17,627	8,651	578	8,976	25,964	0	8,337	890	17,627
				17,627	8,651	577	8,976	17,627	8,651	578	8,976	25,964	0	8,337	890	17,627
				2,063,582	253,216	72,075	1,810,366	2,063,582	253,216	72,116	1,810,366	2,131,615	200,000	268,033	77,845	2,063,582

* WA Treasury Corporation

Self supporting loans are financed by payments from third parties. These are shown in Note 5 as other financial assets at amortised cost. All other loan repayments were financed by general purpose revenue.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

17. INFORMATION ON BORROWINGS (Continued)

	2020	2019
	\$	\$
(c) Undrawn Borrowing Facilities		
Credit Standby Arrangements		
Bank overdraft limit	0	200,000
Bank overdraft at balance date	0	0
Credit card limit	5,000	5,000
Credit card balance at balance date	0	1,727
Total amount of credit unused	5,000	203,273
Loan facilities		
Loan facilities - current	260,735	253,216
Loan facilities - non-current	1,549,631	1,810,366
Lease liabilities - current	37,927	0
Lease liabilities - non-current	97,724	0
Total facilities in use at balance date	1,946,017	2,063,582
Unused loan facilities at balance date	0	0

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities

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

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

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

Borrowing costs

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

Risk

Information regarding exposure to risk can be found at Note 25.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

18. EMPLOYEE RELATED PROVISIONS

(a) Employee Related Provisions

	Provision for Annual Leave \$	Provision for Long Service Leave \$	Total \$
Opening balance at 1 July 2019			
Current provisions	349,958	514,691	864,649
Non-current provisions	0	46,495	46,495
	349,958	561,186	911,144
Additional provision	294,248	78,912	373,160
Amounts used	(329,929)	(121,083)	(451,012)
Increase in the discounted amount arising because of time and the effect of any change in the discounted rate	4,783	26,163	30,946
Balance at 30 June 2020	319,060	545,178	864,238
Comprises			
Current	319,060	487,384	806,444
Non-current	0	57,794	57,794
	319,060	545,178	864,238

Amounts are expected to be settled on the following basis:

	2020 \$	2019 \$
Less than 12 months after the reporting date	293,584	280,727
More than 12 months from reporting date	563,454	630,417
Expected reimbursements from other WA local governments	7,200	0
	864,238	911,144

Timing of the payment of current leave liabilities is difficult to determine as it is dependent on future decisions of employees. Expected settlement timings are based on information obtained from employees and historical leave trends and assumes no events will occur to impact on these historical trends.

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

Short-term employee benefits

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

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

Other long-term employee benefits

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

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at

Other long-term employee benefits (Continued)

rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

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

Provisions

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

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

19. NOTES TO THE STATEMENT OF CASH FLOWS

Reconciliation of Cash

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

	2020 Actual	2020 Budget	2019 Actual
	\$	\$	\$
Cash and cash equivalents	7,344,203	3,682,312	6,570,761
Reconciliation of Net Cash Provided By Operating Activities to Net Result			
Net result	(1,235,913)	(561,905)	(665,970)
Non-cash flows in Net result:			
Adjustments to fair value of financial assets at fair value through profit and loss	(1,153)		(70,068)
Depreciation on non-current assets	3,570,493	3,552,778	3,447,524
(Profit)/loss on sale of asset	165,684	14,000	180,524
Changes in assets and liabilities:			
(Increase)/decrease in receivables	(117,608)	85,476	(92,344)
(Increase)/decrease in other assets	560	0	(560)
(Increase)/decrease in inventories	8,451	1,000	1,156
(Increase)/decrease in contract assets	(57,858)	0	
Increase/(decrease) in payables	(131,514)	(436,724)	99,566
Increase/(decrease) in provisions	(46,906)	10,000	(89,406)
Increase/(decrease) in contract liabilities	681,039	(311,228)	
Change in accounting policies transferred to retained surplus		400,489	
Non-operating grants, subsidies and contributions	(803,436)	(3,226,844)	(1,564,336)
Net cash from operating activities	2,031,839	(472,958)	1,246,086

20. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

	2020	2019
	\$	\$
Governance	19,024	20,817
General purpose funding	8,745	7,748
Law, order, public safety	4,075,988	4,131,965
Health	1,750	2,550
Education and welfare	680,839	613,049
Housing	697,094	660,710
Community amenities	6,474,704	6,600,208
Recreation and culture	26,747,022	28,916,568
Transport	156,593,958	157,727,380
Economic services	979,451	999,044
Other property and services	12,408,496	11,780,159
Unallocated	429,697	373,073
	209,116,768	211,833,271

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21. CAPITAL AND LEASING COMMITMENTS

(a) Capital Expenditure Commitments

Contracted for:

Land

- Purchase of Lot 104 Lockley Ave, Bridgetown	0	36,364
- Purchase of Lot 115 Nelson St, Bridgetown	0	36,364
- Purchase of Lot 60 Hester St, Bridgetown	0	18,182
- Purchase of Pt Lot 150 Hampton St, Bridgetown	0	43,000
- Purchase of Pt Lot 84 Forrest St, Bridgetown	47,856	0

Buildings

- Civic Centre renewal works	0	3,700
- Depot renewal works	0	7,300
- Greenbushes Offices renewal works	0	5,588
- Bridgetown Sportsground horse stall replacements	0	6,050
- Greenbushes Bushfire Brigade	1,818	0
- Wandillup Bushfire Brigade	1,455	0
- Greenbushes hall	1,538	0

Plant and equipment

- Truck purchase	139,330	0
- Multi tyre roller purchases	262,260	0

Furniture & Equipment

- New software module	0	11,684
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Infrastructure - Other

- Septage dump point	17,367	0
- Bridgetown Information bay	24,738	0

496,362	168,232
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Payable:

- not later than one year	496,362	168,232
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(b) Operating Lease Commitments

Non-cancellable operating leases contracted for but not capitalised in the accounts (short term and low value leases).

Payable:

- not later than one year	0	10,194
	0	10,194

22. RELATED PARTY TRANSACTIONS

Elected Members Remuneration

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

	2020 Actual	2020 Budget	2019 Actual
	\$	\$	\$
Meeting fees	76,628	76,351	74,453
President's allowance	8,611	8,611	8,500
Deputy President's allowance	2,153	2,153	2,125
Travelling expenses	0	1,000	0
Telecommunications allowance	18,155	18,087	17,632
	<u>105,547</u>	<u>106,202</u>	<u>102,710</u>

Key Management Personnel (KMP) Compensation Disclosure

The total of remuneration paid to KMP of the Shire during the year are as follows:

	2020 Actual	2019 Actual
	\$	\$
Short-term employee benefits	549,450	687,805
Post-employment benefits	60,017	57,530
Other long-term benefits	58,157	12,659
	<u>667,624</u>	<u>757,994</u>

Short-term employee benefits

These amounts include all salary, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be found above.

Post-employment benefits

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

Other long-term benefits

These amounts represent long service benefits accruing during the year.

22. RELATED PARTY TRANSACTIONS (Continued)

Transactions with related parties

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

The following transactions occurred with related parties:	2020 Actual	2019 Actual
	\$	\$
Sale of goods and services	21,202	1,974

Related Parties

The Shire's main related parties are as follows:

i. Key management personnel

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

ii. Other Related Parties

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

iii. Entities subject to significant influence by the Shire

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

SHIRE OF BRIDGETOWN-GREENBUSHES
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23. RATING INFORMATION

(a) Rates

RATE TYPE	Rate in \$	Number of Properties	2019/20 Actual Rateable Value \$	2019/20 Actual Rate Revenue \$	2019/20 Actual Interim Rates \$	2019/20 Actual Back Rates \$	2019/20 Actual Total Revenue \$	2019/20 Budget Rate Revenue \$	2019/20 Budget Interim Rate \$	2019/20 Budget Back Rate \$	2019/20 Budget Total Revenue \$	2018/19 Actual Total Revenue \$
Differential general rate / general rate												
Gross rental valuations												
Shire	0.087045	1,724	27,707,110	2,411,766	11,173	1,104	2,424,043	2,411,766	10,000	1,000	2,422,766	2,329,792
Unimproved valuations												
Shire Rural	0.006317	481	184,217,000	1,163,699	(1,258)	(64)	1,162,377	1,163,699	0	0	1,163,699	1,153,487
Mining	0.075684	15	973,842	73,704	(1,246)	0	72,458	73,704	0	0	73,704	72,064
Sub-Total		2,220	212,897,952	3,649,169	8,669	1,040	3,658,878	3,649,169	10,000	1,000	3,660,169	3,555,343
Minimum payment												
	\$											
Gross rental valuations												
Shire	942.00	753	3,914,589	709,326	0	0	709,326	709,326	0	0	709,326	711,569
Unimproved valuations												
Shire Rural	1,168.00	250	33,480,400	292,000	(1,231)	0	290,769	292,000	0	0	292,000	265,122
Mining	523.00	15	35,935	7,845	(985)	0	6,860	7,845	0	0	7,845	6,933
Sub-Total		1,018	37,430,924	1,009,171	(2,216)	0	1,006,955	1,009,171	0	0	1,009,171	983,624
		3,238	250,328,876	4,658,340	6,453	1,040	4,665,833	4,658,340	10,000	1,000	4,669,340	4,538,967
Discounts/concessions (Note 23(b))							(1,390)				(1,412)	(2,053)
Prepaid rates							0				0	10,511
Total amount raised from general rate							4,664,443				4,667,928	4,547,425

SIGNIFICANT ACCOUNTING POLICIES

Rates

Control over assets acquired from rates is obtained at the commencement of the rating period.

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

SHIRE OF BRIDGETOWN-GREENBUSHES
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23. RATING INFORMATION (Continued)

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

Rates Discounts

While Council does not provide a discount for early payment of rates, it did offer the following prize for the early payment of rates in full by the due date of 27 September 2019:
 - \$600 Community Cash Vouchers (Provided by the Shire of Bridgetown-Greenbushes)

Waivers or Concessions

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

	Type	Discount %	Discount \$	2020 Actual \$	2020 Budget \$	2019 Actual \$
Landfill Site Maintenance (WARR Act Rate)	Concession	100.00%		16,575	16,575	16,019
UV Rural rate	Concession	10.00%		1,390	1,412	2,053
Hall Hire	Waiver		Various	1,636	3,500	2,638
Rates	Write-Off		Various	60	100	125
Sundry Debtors	Write-Off		Various	323	0	1,732
				19,984	21,587	22,567

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

Circumstances in which the Waiver or Concession is Granted and to whom it was available

Objects of the Waiver or Concession

Reasons for the Waiver or Concession

Landfill Site Maintenance (WARR Act Rate)	Owners of multiple vacant properties	Recognises that owners of multiple vacant properties would generate less landfill requirements than if the land was developed.	"Where more than one assessment is held in identical name or names, no more than one charge will apply, except in the following situations: (i) A habitable dwelling house or commercial rented premises is situated on the additional property; or (ii) The additional properties are separated by more than 10 kilometres as measured cadastrally on an appropriate map."
UV Rural rate	Properties previously rated in the 'UV Urban Farmland' differential rating category	Recognises the higher values applied to properties within the townsite as opposed to land outside of the townsite	Council ceased the 'UV Urban Farmland' farmland differential rating category. The properties previously rated in the category were previously rated with a 15% reduction in the rate in the dollar compared to 'UV Rural' rated properties. Council now applies a concession to these properties that will be reduced by 5% in each subsequent rating year.
Hall Hire	Community groups/organisations	Support Community groups/organisations	Council considers that support of these groups affords an overall benefit to the community.

23. RATING INFORMATION (Continued)

(c) Interest Charges & Instalments

Instalment Options	Date Due	Instalment Plan Admin Charge \$	Instalment Plan Interest Rate %	Unpaid Rates Interest Rate %
Option One				
Single full payment	27/09/2019	0.00	0.00%	11.00%
Option Two				
First instalment	27/09/2019	0.00	5.50%	11.00%
Second instalment	27/11/2019	8.35	5.50%	11.00%
Third instalment	28/01/2020	8.35	5.50%	11.00%
Fourth instalment	30/03/2020	8.35	5.50%	11.00%

	2020 Actual \$	2020 Budget \$	2019 Actual \$
Interest on unpaid rates	28,518	33,050	33,134
Interest on instalment plan	16,525	16,500	16,251
Charges on instalment plan	23,525	23,800	23,585
	68,568	73,350	72,970

As a result of the state of emergency which has arisen due to the COVID-19 pandemic, the Shire froze penalty interest on rates from 1 April 2020 to 30 June 2020.

SHIRE OF BRIDGETOWN-GREENBUSHES
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24. RATE SETTING STATEMENT INFORMATION

		2019/20 Budget	2019/20	2018/19
	2019/20 (30 June 2020 Carried Forward)	(30 June 2020 Carried Forward)	(1 July 2019 Brought Forward)	(30 June 2019 Carried Forward)
Note	\$	\$	\$	\$
(a) Non-cash amounts excluded from operating activities				
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> .				
Adjustments to operating activities				
Less: Profit on asset disposals	11(a)	0	(7,460)	(7,460)
Less: Movement in liabilities associated with restricted cash		1,083,592	5,024	5,024
Less: Fair value adjustments to financial assets at fair value through profit and loss		(1,153)	(70,068)	(70,068)
Movement in pensioner deferred rates (non-current)		(16,347)	(23,713)	(23,713)
Movement in employee benefit provisions (non-current)		11,299	(22,167)	(22,167)
Add: Loss on disposal of assets	11(a)	165,684	187,984	187,984
Add: Depreciation on non-current assets	11(b)	3,570,493	3,447,524	3,447,524
Non cash amounts excluded from operating activities		4,813,568	3,517,124	3,517,124
(b) Surplus/(deficit) after imposition of general rates				
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.				
Adjustments to net current assets				
Less: Reserves - cash backed	4	(4,290,376)	(3,392,546)	(3,392,546)
Less: Financial assets at amortised cost - self supporting loans	5(a)	(8,976)	(8,651)	(8,651)
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings	17(a)	260,735	253,216	253,216
- Current portion of contract liability held in reserve		1,080,648	0	0
- Current portion of lease liabilities		37,927	0	0
- Employee benefit provisions		185,080	182,136	182,136
Total adjustments to net current assets		(2,734,962)	(2,965,845)	(2,965,845)
Net current assets used in the Rate Setting Statement				
Total current assets		7,862,312	6,938,437	6,938,437
Less: Total current liabilities		(2,888,930)	(2,352,164)	(1,879,170)
Less: Total adjustments to net current assets		(2,734,962)	(2,965,845)	(2,965,845)
Net current assets used in the Rate Setting Statement		2,238,420	1,620,428	2,093,422
(c) Adjustments to current assets and liabilities at 1 July 2019 on application of new accounting standards				
Total current assets at 30 June 2019				
- Contract assets	26(a)			6,938,437
Total current assets at 1 July 2019				6,938,437
Total current liabilities at 30 June 2019				
- Contract liabilities from contracts with customers	26(a)			(1,879,170)
- Contract liabilities from transfers for recognisable non financial assets	26(b)			(133,588)
- Rates paid in advance	26(b)			(266,901)
Total current liabilities at 1 July 2019				(2,352,164)

SHIRE OF BRIDGETOWN-GREENBUSHES
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25. FINANCIAL RISK MANAGEMENT

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

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

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

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

(a) Interest rate risk

Cash and cash equivalents

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

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

	Weighted Average Interest Rate	Carrying Amounts	Fixed Interest Rate	Variable Interest Rate	Non Interest Bearing
	%	\$	\$	\$	\$
2020					
Cash and cash equivalents	0.70%	7,344,203	2,652,395	4,689,858	1,950
2019					
Cash and cash equivalents	1.83%	6,570,761	6,095,762	472,899	2,100

Sensitivity

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

	2020	2019
	\$	\$
Impact of a 1% movement in interest rates on profit and loss and equity*	73,442	65,708

* Holding all other variables constant

Borrowings

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The Shire manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The Shire does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 17(b).

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25. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk

Trade and Other Receivables

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

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

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

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

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 24 months before 1 July 2019 or 1 July 2020 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of ratepayers and residents to settle the receivables. Housing prices and unemployment rates have been identified as the most relevant factor in repayment rates, and accordingly adjustments are made to the expected credit loss rate based on these factors. There are no material receivables that have been subject to a re-negotiation of repayment terms.

The loss allowance as at 30 June 2020 was determined as follows for rates receivable:

- No expected credit loss was forecast on 1 July 2019 or 30 June 2020 for rates receivable as penalty interest applies to unpaid rates and properties associated with unpaid rates may be disposed of to recover unpaid rates.

The assessment undertaken considered the potential impacts of COVID-19 on payment of rates.

The loss allowance as at 30 June 2020 and 30 June 2019 was determined as follows for trade receivables.

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total
30 June 2020					
Trade and other receivables					
Expected credit loss	0.36%	0.22%	0.00%	18.82%	
Gross carrying amount	171,596	1,831	0	3,517	176,944
Loss allowance	615	4	0	662	1,281
30 June 2019					
Trade and other receivables					
Expected credit loss	0.36%	0.11%	0.99%	12.69%	
Gross carrying amount	112,215	884	405	2,357	115,861
Loss allowance	399	1	4	299	703

The loss allowances calculated as at 30 June 2020 and 30 June 2019 are immaterial.

Contract Assets

The Shire's contract assets represent work completed, which have not been invoiced at year end. This is due to the Shire not having met all the performance obligations in the contract which give an unconditional right to receive consideration.

The Shire applies the simplified approach to measure expected credit losses which uses a lifetime expected loss allowance for all contract assets. To measure the expected credit losses, contract assets have been grouped based on shared credit risk characteristics and the days past due. Contract assets have substantially the same risk characteristics as the trade receivables for the same types of contracts. The Shire has therefore concluded that the expected loss rates for trade receivables are a reasonable approximation of the loss rates for the contract assets.

25. FINANCIAL RISK MANAGEMENT (Continued)

(c) Liquidity risk

Payables and borrowings

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

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

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
	\$	\$	\$	\$	\$
2020					
Payables	702,296	0	0	702,296	702,296
Borrowings	325,332	686,909	1,298,842	2,311,083	1,810,366
Contract liabilities	1,081,528	0	0	1,081,528	1,081,528
Lease liabilities	42,058	102,454	0	144,512	135,651
	2,151,214	789,363	1,298,842	4,239,419	3,729,841
2019					
Payables	761,305	0	0	761,305	761,305
Borrowings	325,332	875,711	1,435,363	2,636,406	2,063,582
	1,086,637	875,711	1,435,363	3,397,711	2,824,887

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26. INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS

During the current year, the Shire adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

(a) AASB 15: Revenue from Contracts with Customers

The Shire adopted AASB 15 Revenue from Contracts with Customers (issued December 2014) on 1 July 2019 resulting in changes in accounting policies. In accordance with the transition provisions AASB 15, the Shire adopted the new rules retrospectively with the cumulative effect of initially applying these rules recognised on 1 July 2019. In summary the following adjustments were made to the amounts recognised in the balance sheet at the date of initial application (1 July 2019):

	AASB 118 carrying amount		AASB 15 carrying amount
Note	30 June 2019	Reclassification	01 July 2019
	\$	\$	\$
Contract liabilities - current			
Contract liabilities from contracts with customers	0	(133,588)	(133,588)
Adjustment to retained surplus from adoption of AASB 15		(133,588)	
		27(b)	

(b) AASB 1058: Income For Not-For-Profit Entities

The Shire adopted AASB 1058 Income for Not-for-Profit Entities (issued December 2016) on 1 July 2019 which will result in changes in accounting policies. In accordance with the transition provisions AASB 1058, the Shire adopted the new rules retrospectively with the cumulative effect of initially applying AASB 1058 recognised at 1 July 2019. Comparative information for prior reporting periods was not restated in accordance with AASB 1058 transition requirements.

In applying AASB 1058 retrospectively with the cumulative effect of initially applying the Standard on 1 July 2019 changes occurred to the following financial statement line items by application of AASB 1058 as compared to AASB 118: Revenue and AASB 1004: Contributions before the change:

	AASB 118 and AASB 1004 carrying amount		AASB 1058 carrying amount
Note	30 June 2019	Reclassification	01 July 2019
	\$	\$	\$
Trade and other payables			
Rates paid in advance	0	(72,505)	(72,505)
Contract liabilities from transfers for recognisable non financial assets	0	(266,901)	(266,901)
Adjustment to retained surplus from adoption of AASB 1058		(339,406)	
		27(b)	

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Therefore the rates received in advance gave rise to a financial liability that is within the scope of AASB 9. On 1 July 2019 the prepaid rates were recognised as a financial asset and a related amount recognised as a financial liability and no income recognised by the Shire. When the taxable event occurred, the financial liability was extinguished and the Shire recognised income for the prepaid rates that have not been refunded.

Assets that were acquired for consideration, that were significantly less than fair value principally to enable the Shire to further its objectives, may have been measured on initial recognition under other Australian Accounting Standards at a cost that was significantly less than fair value. Such assets are not required to be remeasured at fair value.

Volunteer Services in relation to Fire, Library and Visitor Centre Services were not recognised as the fair value of the services can't be reliably estimated.

SHIRE OF BRIDGETOWN-GREENBUSHES
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26. INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS (Continued)

The table below provides details of the amount by which each financial statement line item is affected in the current reporting period by the application of this Standard as compared to AASB 118 and 1004 and related Interpretations that were in effect before the change.

		2020 \$	Adjustment due to application of AASB 15 and AASB 1058	2020 \$ Compared to AASB 118 and AASB 1004
Statement of Comprehensive Income				
Revenue				
Rates	23(a)	4,664,443	76,999	4,741,442
Operating grants, subsidies and contributions	2(a)	2,605,244	245,847	2,851,091
Fees and charges	2(a)	1,610,232	(57,858)	1,552,374
Non-operating grants, subsidies and contributions	2(a)	803,436	835,681	1,639,117
Net result		(1,235,913)	1,100,669	(135,244)
Statement of Financial Position				
Contract assets	2(a)	57,858	(57,858)	0
Trade and other payables	14	702,296	(76,999)	625,297
Contract liabilities	15	1,081,528	(1,081,528)	0
Net assets		204,522,689	1,100,669	205,623,358
Statement of Changes in Equity				
Net result		(1,235,913)	1,100,669	(135,244)
Retained surplus		113,047,268	1,100,669	114,147,937

Refer to Note 2(a) for new revenue recognition accounting policies as a result of the application of AASB 15 and AASB 1058.

(c) AASB 16: Leases

The Shire adopted AASB 16 retrospectively from 1 July 2019 which resulted in changes in accounting policies. In accordance with the transition provisions of AASB 16, the Shire has applied this Standard to its leases retrospectively, with the cumulative effect of initially applying AASB16 recognised on 1 July 2019. In applying AASB 16, under the specific transition provisions chosen, the Shire will not restate comparatives for prior reporting periods.

On adoption of AASB 16, the Shire recognised lease liabilities in relation to leases which had previously been classified as an 'operating lease' applying AASB 117 (excluding short term and low value leases). These lease liabilities were measured at the present value of the AASB 108.31(e) the remaining lease payments, discounted using the lessee's incremental borrowing rate on 1 July 2019. The lessee's incremental borrowing rate applied to the lease liabilities on 1 July 2019 was 1.11%.

	Note	2020 \$
Discount applied using incremental borrowing rate		9,132
Lease liability recognised as 1 July 2019 discounted using the Shire's incremental borrowing rate of 1.11%	16(b)	9,132
Lease liability - current		3,810
Lease liability - non-current		5,322
Right-of-use assets recognised at 1 July 2019		9,132

On adoption of AASB 16, the Shire recognised a right-of-use asset in relation to leases which had previously been classified as an 'operating lease' applying AASB 117. This right-of-use asset is deemed to be equal to the lease liability adjusted by the amount of any prepaid or accrued lease payments.

Plant and equipment and lease liabilities increased by \$9,132 on 1 July 2019 resulting in no impact on retained surplus.

On adoption of AASB 16 Leases (issued February 2016), for leases which had previously been classified as an 'operating lease' when applying AASB 117, the Shire is not required to make any adjustments on transition for leases for which the underlying asset is of low value. Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an AASB 16.C13,C10 asset in accordance with Financial Management Regulation 17A (5).

In applying AASB 16 for the first time, the Shire will use the following practical expedient permitted by the standard.

- The exclusion of initial direct costs from the measurement of the right-of-use asset at the date of initial application.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

27. CHANGE IN ACCOUNTING POLICIES

(a) Change in Accounting Policies due to regulation changes

Effective 6 November 2020, *Local Government (Financial Management) Regulation 16* was deleted and *Local Government (Financial Management) Regulation 17A* was amended with retrospective application. The changes were effective for financial years ending on or after 30 June 2020 so are required to be applied retrospectively with cumulative effect applied initially on 1 July 2019.

In accordance with the changes, the Shire was required to remove the values attributable to certain crown land assets previously required to be recognised, as well as the associated revaluation surplus at 1 July 2019. These assets have been measured as concessionary lease right-of-use assets at zero cost in accordance with AASB 16. For further details relating to these changes, refer to Note 11.

In summary the following adjustments were made to the amounts recognised in the statement of financial position at the date of initial application (1 July 2019):

		Carrying amount		Carrying amount
	Note	30 June 2019	Reclassification	01 July 2019
		\$	\$	\$
Property, plant and equipment	9	35,649,987	(2,330,000)	33,319,987
Revaluation surplus	13	89,050,689	(2,330,000)	86,720,689

Also, following changes to *Local Government (Financial Management) Regulation 17A*, plant and equipment type assets (being plant and equipment and furniture and equipment) are to be measured under the cost model, rather than at fair value. This change is effective from 1 July 2019 and represents a change in accounting policy. Revaluations carried out previously or during the year were not reversed as it was deemed fair value approximates cost at the date of the change.

(b) Changes in equity due to change in accounting policies

The impact on the Shire's opening retained surplus due to the adoption of AASB 15 and AASB 1058 as at 1 July 2019 was as follows:

	Note	Adjustments	2019
			\$
Retained surplus - 30 June 2019			115,654,005
Adjustment to retained surplus from adoption of AASB 15	26(a)	(133,588)	
Adjustment to retained surplus from adoption of AASB 1058	26(b)	(339,406)	(472,994)
Retained surplus - 1 July 2019			115,181,011

The impact on the Shire's opening revaluation surplus resulting from *Local Government (Financial Management) Regulation 16* being deleted and the amendments to *Local Government (Financial Management) Regulation 17A* as at 1 July 2019 was as follows:

	Note	Adjustments	2019
			\$
Revaluation surplus - 30 June 2019			89,050,689
Adjustment to revaluation surplus from deletion of FM Reg 16	27(a)	(2,330,000)	
Adjustment to revaluation surplus from deletion of FM Reg 17	27(a)	0	(2,330,000)
Revaluation surplus - 1 July 2019			86,720,689

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

28. TRUST FUNDS

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

	1 July 2019	Amounts Received	Amounts Paid	Amounts Transferred	30 June 2020
	\$	\$	\$	\$	\$
Accommodation - Visitor Centre	32,793	129,663	(137,732)	0	24,724
BCITF	0	17,242	(17,242)	0	0
Bridgetown Hockey Club Funds	3,882	10	0	(3,892)	0
Builders Registration Board Levy	2,817	22,955	(25,772)		0
Bushfire Donations	5,430	14	0	(5,444)	0
Coral Marble - Unclaimed Monies	4,522	12	0	(4,534)	0
Frank Draper - Cemetery Fees	701	2	0	0	703
Local Drug Action Group Funds	767	2	0	(769)	0
Other Visitor Centre	310	2,405	(2,639)	0	76
Ouch Festival Funds	622	1	0	(623)	0
Perry - Fee Relating To Caveat	104	0	(104)	0	0
R Welten- Overcharge TransWA Ticket	21	0	0	0	21
South West Coach Lines	410	3,869	(4,177)	0	102
Staff Dress Down Donations	925	257	0	(1,182)	0
Tidy Towns Funds	834	2	0	(836)	0
Traffic Act	0	1,024,573	(1,024,573)	0	0
TransWA	1,018	9,710	(10,579)	0	149
Accommodation Payment Returned	231	0	0	0	231
	55,387	1,210,717	(1,222,818)	(17,280)	26,006

29. CONTINGENT LIABILITIES

There were no known contingent liabilities as at 30 June 2020.

30. EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD

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

SHIRE OF BRIDGETOWN-GREENBUSHES

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2020

31. OTHER SIGNIFICANT ACCOUNTING POLICIES

a) Goods and services tax (GST)

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

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

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

b) Current and non-current classification

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

c) Rounding off figures

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

d) Comparative figures

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

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

e) Budget comparative figures

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

f) Superannuation

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

g) Fair value of assets and liabilities

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

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

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

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

h) Fair value hierarchy

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

Level 1

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

Level 2

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

Level 3

Measurements based on unobservable inputs for the asset or liability.

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

Valuation techniques

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

Market approach

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

Income approach

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

Cost approach

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

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

i) Impairment of assets

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

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

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

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

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

32. ACTIVITIES/PROGRAMS

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

PROGRAM NAME AND OBJECTIVES	ACTIVITIES
<p>GOVERNANCE To provide a decision making process for the efficient allocation of scarce resources.</p>	<p>Administration and operation of facilities and services to members of the council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services. Development of policies, strategic planning and long term financial plans.</p>
<p>GENERAL PURPOSE FUNDING To collect revenue to allow for the provision of services.</p>	<p>Rates, general purpose government grants and interest revenue.</p>
<p>LAW, ORDER, PUBLIC SAFETY To provide services to help ensure a safer community.</p>	<p>Supervision of various by-laws, fire prevention, emergency services and animal control.</p>
<p>HEALTH To provide an operational framework for good community health.</p>	<p>Food quality, pest control, and support the operation of child health clinics.</p>
<p>EDUCATION AND WELFARE To support disadvantaged persons, the elderly, children and youth.</p>	<p>Support with the provision of day care and pre-school facilities; assistance to playgroups, retirement villages, services for senior citizens and youth, and other voluntary services.</p>
<p>HOUSING Help ensure adequate housing.</p>	<p>Maintenance of staff and rental housing.</p>
<p>COMMUNITY AMENITIES Provide services required by the community.</p>	<p>Rubbish collection services, operation of refuse sites, environmental protection, administration of the town planning scheme, development of land, maintenance of cemeteries, maintenance and operation of public conveniences and storm water drainage maintenance.</p>
<p>RECREATION AND CULTURE To establish and manage efficiently infrastructure and resources which will help the social well being of the community.</p>	<p>Maintenance of halls, the leisure centre and various reserves; operation of library, heritage facilities and cultural activities.</p>
<p>TRANSPORT To provide effective and efficient transport services to the community.</p>	<p>Construction and maintenance of streets, roads, bridges, cleaning and lighting of streets, depot maintenance and parking control.</p>
<p>ECONOMIC SERVICES To help promote the Shire and improve its economic wellbeing.</p>	<p>The regulation and provision of tourism, area promotion, economic development, building control, (agricultural) noxious weeds management and water standpipes.</p>

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

33. FINANCIAL RATIOS

	2020 Actual	2019 Actual	2018 Actual
Current ratio	2.20	2.09	2.00
Asset consumption ratio	0.75	0.76	0.77
Asset renewal funding ratio	1.18	1.15	1.16
Asset sustainability ratio	0.30	0.71	0.50
Debt service cover ratio	4.93	3.74	7.38
Operating surplus ratio	(0.31)	(0.35)	(0.19)
Own source revenue coverage ratio	0.58	0.57	0.57

The above ratios are calculated as follows:

Current ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Asset consumption ratio	$\frac{\text{depreciated replacement costs of depreciable assets}}{\text{current replacement cost of depreciable assets}}$
Asset renewal funding ratio	$\frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$
Asset sustainability ratio	$\frac{\text{capital renewal and replacement expenditure}}{\text{depreciation}}$
Debt service cover ratio	$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$
Operating surplus ratio	$\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$
Own source revenue coverage ratio	$\frac{\text{own source operating revenue}}{\text{operating expense}}$



Auditor General

INDEPENDENT AUDITOR'S REPORT

To the Councillors of the Shire of Bridgetown-Greenbushes

Report on the Audit of the Financial Report

Opinion

I have audited the annual financial report of the Shire of Bridgetown-Greenbushes which comprises the Statement of Financial Position as at 30 June 2020, the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended, and notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by the Chief Executive Officer.

In my opinion the annual financial report of the Shire of Bridgetown-Greenbushes:

- (i) is based on proper accounts and records; and
- (ii) fairly represents, in all material respects, the results of the operations of the Shire for the year ended 30 June 2020 and its financial position at the end of that period in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of my report. I am independent of the Shire in accordance with the *Auditor General Act 2006* and the relevant ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the annual financial report. I have also fulfilled my other ethical responsibilities in accordance with the Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of Matter – Basis of Accounting

I draw attention to Notes 1 and 11 to the annual financial report, which describes the basis of accounting. The annual financial report has been prepared for the purpose of fulfilling the Shire's annual financial reporting responsibilities under the Act. In respect of the comparatives for the previous year ended 30 June 2019, Regulation 16 of the Local Government (Financial Management) Regulations 1996 (Regulations), did not allow a local government to recognise some categories of land, including land under roads, as assets in the annual financial report. My opinion is not modified in respect of this matter.

Responsibilities of the Chief Executive Officer and Council for the Financial Report

The Chief Executive Officer (CEO) of the Shire is responsible for the preparation and fair presentation of the annual financial report in accordance with the requirements of the Act, the Regulations and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards. The CEO is also responsible for such internal control as the CEO determines is necessary to enable the preparation of the annual financial report that is free from material misstatement, whether due to fraud or error.

In preparing the annual financial report, the CEO is responsible for assessing the Shire's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the Shire.

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

Auditor's Responsibility for the Audit of the Financial Report

The objectives of my audit are to obtain reasonable assurance about whether the annual financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the annual financial report.

A further description of my responsibilities for the audit of the annual financial report is located on the Auditing and Assurance Standards Board website at https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf. This includes the identification and assessment of the risk of material misstatement due to fraud arising from management override of controls. This description forms part of my auditor's report.

Report on Other Legal and Regulatory Requirements

In accordance with the Local Government (Audit) Regulations 1996 I report that:

- (i) In my opinion, the following material matters indicate significant adverse trends in the financial position of the Shire:
 - a. The Asset Sustainability Ratio as reported in Note 33 of the annual financial report has been below the Department of Local Government, Sport and Cultural Industries' standard for the past three financial years; and
 - b. The Operating Surplus Ratio as reported in Note 33 of the annual financial report has been below the Department of Local Government, Sport and Cultural Industries' standard for the past three financial years.
- (ii) All required information and explanations were obtained by me.
- (iii) All audit procedures were satisfactorily completed.
- (iv) In my opinion, the Asset Consumption Ratio and the Asset Renewal Funding Ratio included in the annual financial report were supported by verifiable information and reasonable assumptions.

Other Matter

The financial ratios for 2018 in Note 31 of the annual financial report were audited by another auditor when performing their audit of the Shire for the year ending 30 June 2018. The auditor expressed an unmodified opinion on the annual financial report for that year.

Matters Relating to the Electronic Publication of the Audited Financial Report

This auditor's report relates to the annual financial report of the Shire of Bridgetown-Greenbushes for the year ended 30 June 2020 included on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the annual financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this annual financial report. If users of the annual financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited annual financial report to confirm the information contained in this website version of the annual financial report.



CARLY MEAGHER
ACTING SENIOR DIRECTOR FINANCIAL AUDIT
Delegate of the Auditor General for Western Australia
Perth, Western Australia
7 December 2020

SHIRE OF BRIDGETOWN-GREENBUSHES
PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2020
FINDINGS IDENTIFIED DURING THE FINAL AUDIT

INDEX OF FINDINGS	RATING		
	Significant	Moderate	Minor
1. Excessive leave balances		✓	
2. Accrued superannuation			✓

KEY TO RATINGS

The ratings in this management letter are based on the audit team's assessment of risks and concerns with respect to the probability and/or consequence of adverse outcomes if action is not taken. We give consideration to these potential adverse outcomes in the context of both quantitative impact (for example financial loss) and qualitative impact (for example inefficiency, non-compliance, poor service to the public or loss of public confidence).

- Significant** - Those findings where there is potentially a significant risk to the entity should the finding not be addressed by the entity promptly.
- Moderate** - Those findings which are of sufficient concern to warrant action being taken by the entity as soon as practicable.
- Minor** - Those findings that are not of primary concern but still warrant action being taken.

SHIRE OF BRIDGETOWN-GREENBUSHES
PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2020
FINDINGS IDENTIFIED DURING THE FINAL AUDIT

1. High Annual Leave Accrual at Year End

Finding

During our review we identified 3 instances where employees have annual leave accrued balances in excess of 304 hours (eight weeks) each.

Rating: Moderate

Implication

Excessive accrued annual leave balances increases the risk of an adverse impact through excessive financial liabilities and may also indicate over-reliance on key individuals. As well as for managing leave liabilities, it is important for staff to take regular leave for their health and wellbeing, and to develop staff to perform the tasks of others. In addition, fraud can be more easily concealed by staff who do not take leave.

Recommendation

The Shire should continue to manage and monitor the excessive annual leave accruals to reduce the financial liability, risk of business interruption and fraud.

Management Comment

Excessive leave balances are continually reviewed by management as the issue has been raised in previous audit reports and risk reviews.

The annual leave liability between 30 June 2019 and 30 June 2020 was reduced by 8.45% from 7,091.89 hours to 6,492.34 hours.

It is noted that three staff had in excess of 8 weeks accrued annual leave as at 30 June 2020. These 3 staff are a small proportion of the 66 full time or part time staff that are entitled to annual leave. Of these 3 staff, 2 did significantly decrease their accumulated leave in 2019/20 but due to workers compensation outside our control the other was unable to take leave. Liaison with those staff is ongoing leading to the identification of leave periods around operational demands and requirements.

SHIRE OF BRIDGETOWN-GREENBUSHES
PERIOD OF AUDIT: YEAR ENDED 30 JUNE 2020
FINDINGS IDENTIFIED DURING THE FINAL AUDIT

2. Accrued Superannuation

Finding

During the course of our audit, we identified that accrued superannuation was not raised as a part of the accrued wages calculation as at 30 June 2020.

Rating: Minor

Implication

Risk of material misstatement or omission within accounting records.

Recommendation

In future years, please ensure accrued superannuation is brought to account to ensure amounts payable as at year end are correctly disclosed within the financial statements.

Management Comment

It has been a long standing practice at this Shire to only include wages in the end of year 'accrued wages' calculation. The requirement to include accrued superannuation in the end of year calculation is noted and will be included in all future calculations.

Minutes of the meeting of the Audit Committee held in the CEO's office on Monday, 7 December 2020.

The Presiding Member opened the Meeting at 10:30am

Attendance, Apologies and Leave of Absence

Presiding Member	- Cr J Nicholas
Councillors	- J Bookless - J Moore
In Attendance	- T Clynch, Chief Executive Officer - M Larkworthy, Executive Manager Corporate Services - Tim Partridge, AMD Chartered Accountants (via telephone) - Carly Meagher, Office of the Auditor General (via telephone)
Apology	- Cr P Quinby

AC.01/1220 Confirmation of Previous Minutes

A motion is required to confirm the Minutes of the Meeting held 10 September 2020 as a true and correct record (Attachment 1).

Committee Decision

Moved Cr Bookless, Seconded Cr Moore

AC.01/1220 That the Minutes of the Meeting held 10 September 2020 are confirmed as a true and correct record.

Carried 3/0

Notification of Disclosure of Interest

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 allows a Member to speak, the extent of the interest must also be stated.

Nil

Reports of Officers

ITEM NO.	AC.02/1220	FILE REF.	224
SUBJECT	2019/20 Annual Financial Statements and Draft Independent Auditor's Report and Management Report for 2019/20		
PROPONENT	Office of the Auditor General & AMD Chartered Accountants		
OFFICER	Executive Manager Corporate Services		
DATE OF REPORT	2 December 2020		

Attachment 2 – Audit Exit Meeting Agenda
Attachment 3 – Audit Planning Summary
Attachment 4 – 2019/20 Annual Financial Statements
Attachment 5 – Draft Independent Auditor's Report
Attachment 6 – 2020 Management Report
Attachment 7 – Operating Performance Trend by Nature or Type
Attachment 8 – Financial Health Indicators

OFFICER RECOMMENDATION That the Audit Committee recommends that Council accept the 2019/20 Annual Financial Statements, and the Independent Auditor's Report and Management Report for the 2019/20 financial year as presented by the Auditor General.

OFFICER RECOMMENDATION That the Audit Committee recommends that Council note the Auditor's report includes 'significant adverse trends' in relation to Council's Asset Sustainability Ratio and Operating Surplus Ratio performance and acknowledges that Council has an existing 'Ratio Improvement Action Plan'.

OFFICER RECOMMENDATION That the Audit Committee recommends that Council note Administration's comment in relation to the matters raised in the Auditor's Management Report.

Summary/Purpose

For information, and for the Committee to appraise the 2019/20 Annual Financial Statements (Attachment 4), the draft Independent Auditor's Report (Attachment 5) and the Auditor's 30 June 2020 Management Report (Attachment 6). Further, the Committee is to meet with its Auditor so as to be satisfied with the performance of the local government in managing its financial affairs.

Background

The Chief Executive Officer (CEO) of Shire of Bridgetown-Greenbushes is responsible for the preparation and fair presentation of the annual financial report in accordance with the requirements of the Act, the Regulations and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The CEO is also responsible for such internal control as the CEO determines is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

It is the Auditor's responsibility to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes the Auditor's opinion.

The Auditor General has audited the 2019/20 Annual Financial Report and has provided a draft Independent Auditor's Report as required under the relevant provisions of the Local Government Act 1995 (the Act). The Annual Financial Statements, draft Independent Auditor's Report and Management Report are presented to the Audit Committee for information.

These reports are presented in 'draft' as Ms Carly Meagher, Director Financial Audit, from the Office of the Auditor General WA is required to meet with the Audit Committee prior to the signing of the Audit Report. Ms Meagher will be attending this meeting via telephone along with Mr Tim Partridge from AMD Chartered Accountants (also by telephone) to brief the Committee on the audit and to answer any questions.

Following this meeting the Audit Report will be signed and presented to Council.

Officer Comment

The audit of the Shire's 2019/20 Financial Statements has been conducted in accordance with Australian Auditing Standards and the Auditor has determined that:

"In my opinion the annual financial report of Shire of Bridgetown-Greenbushes:

- i. is based on proper accounts and records; and*
- ii. fairly represents, in all material respects, the results of the operations of Shire of Bridgetown-Greenbushes for the year ended 30 June 2020 and its financial position at the end of that period in accordance with the Local Government Act 1995 (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards."*

The Auditor further reported on other legal and regulatory requirements as follows:

"In accordance with Local Government (Audit) Regulations 1996 I report that:

- (i) In my opinion, the following matters indicate significant adverse trends in the financial position or the financial practices of the Shire of Bridgetown-Greenbushes:*
 - a. Asset sustainability ratio as reported in Note 33 of the financial report is below the Department of Local Government, Sport and Cultural Industries (DLGSCI) standard for the last three years (2018: 0.50, 2019: 0.71 and 2020: 0.30); and*
 - b. Operating surplus ratio as reported in Note 33 of the financial report is below the Department of Local Government, Sport and Cultural Industries (DLGSCI) standard of zero for the last three years (2018: -0.19, 2019; -0.35 and 2020; -0.31).*
- (ii) There were no instances of non-compliance with Part 6 of the Local Government Act 1995, the Local Government (Financial Management) Regulations 1996 or applicable financial controls of any other written law identified during the course of my audit.*
- (iii) All required information and explanations were obtained by me.*
- (iv) All audit procedures were satisfactorily completed.*
- (v) In my opinion, the asset consumption ratio and the asset renewal ratio included in the annual financial report were supported by verifiable information and reasonable assumptions."*

As at 1 July 2013 the then Department of Local Government and Communities (the Department) mandated seven financial ratios to be included in the local governments annual financial statements.

According to the Department these financial ratios were designed to provide users of annual financial reports with a clearer interpretation of the performance and financial results of a local government and a comparison of trends over a number of years.

Graphs indicating Council's operating performance trend by Nature or Type are included as Attachment 7 to the Agenda. The aim of the graphs is to provide further information on how Council's operating performance is influenced by the various income and expenditure categories.

The Department has released a Financial Health Indicator calculator that enables local governments to review changes to the local government's financial position over a period of time. Attachment 8 shows the results of Council's financial position using this calculator for the past seven financial years, noting that ratios input into the calculator have been adjusted for the prepayment of Financial Assistance Grants. It should be noted that the 2016 asset sustainability ratio included the major renewal project of the Bridgetown Swimming Pool resulting in a very positive ratio for that year.

Section 7.12A(4) of the Local Government Act 1995 requires that a local government must:

“(a) prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters; and

(b) give a copy of that report to the Minister within 3 months after the audit report is received by the local government.”

Section 7.12A(5) further requires that:

“Within 14 days after a local government gives a report to the Minister under subsection (4)(b), the CEO must publish a copy of the report on the local government's official website.”

The Auditors report includes significant adverse trends for two of Council's ratios, a report in accordance with Section 7.12A(4) will be presented to the Audit Committee in January 2021.

Two 'other' matters were raised by the Auditor in the Management Report as follows:

***“High Annual Leave Accrual at Year End
Finding Rating: Moderate***

Finding

During our review we identified 3 instances where employees have annual leave accrued balances in excess of 304 hours (eight weeks) each.

Implication

Excessive accrued annual leave balances increases the risk of an adverse impact through excessive financial liabilities and may also indicate over-reliance on key individuals. As well as for managing leave liabilities, it is important for staff to take regular leave for their health and wellbeing, and to develop staff to perform the

tasks of others. In addition, fraud can be more easily concealed by staff who do not take leave.

Recommendation

The Shire should continue to manage and monitor the excessive annual leave accruals to reduce the financial liability, risk of business interruption and fraud.

Management Comment

Excessive leave balances are continually reviewed by management as the issue has been raised in previous audit reports and risk reviews.

The annual leave liability between 30 June 2019 and 30 June 2020 was reduced by 8.45% from 7,091.89 hours to 6,492.34 hours.

It is noted that three staff had in excess of 8 weeks accrued annual leave as at 30 June 2020. These 3 staff are a small proportion of the 66 full time or part time staff that are entitled to annual leave. Of these 3 staff, 2 did significantly decrease their accumulated leave in 2019/20 but due to workers compensation outside our control the other was unable to take leave. Liaison with those staff is ongoing leading to the identification of leave periods around operational demands and requirements.

Accrued Superannuation

Finding Rating: Minor

Finding

During the course of our audit, we identified that accrued superannuation was not raised as a part of the accrued wages calculation as at 30 June 2020.

Implication

Risk of material misstatement or omission within accounting records.

Recommendation

In future years, please ensure accrued superannuation is brought to account to ensure amounts payable as at year end are correctly disclosed within the financial statements

Management Comment:

It has been a long standing practice at this Shire to only include wages in the end of year 'accrued wages' calculation. The requirement to include accrued superannuation in the end of year calculation is noted and will be included in all future calculations.

Both Ms Meagher and Mr Partridge will be attending the meeting via telephone and the opportunity will exist to discuss matters further.

Statutory Environment

Section 6.4 and 7.12 of the Local Government Act 1995 (as amended)

Regulations 36 to 51 of the Local Government (*Financial Management*) Regulations 1996 (as amended)

Regulation 9 & 10 of the Local Government (*Audit*) Regulations 1996 (as amended)

Integrated Planning

- Strategic Community Plan

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

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

Policy Implications

A.22 Accrual of Annual Leave

Budget Implications – Not applicable

Whole of Life Accounting – Not applicable

Risk Management – Not Applicable

Voting Requirements – Simple Majority

Ms Meagher and Mr Partridge addressed the Committee on the findings of the audit and other related matters.

10:20am – Ms Meagher and Mr Partridge retired from the Meeting.

Committee Recommendation **Moved Cr Moore, Seconded Cr Nicholas**
AC.02/1220 That the Audit Committee recommends that Council accept the 2019/20 Annual Financial Statements, and the Independent Auditor’s Report and Management Report for the 2019/20 financial year as presented by the Auditor General.
Carried 3/0

Committee Recommendation **Moved Cr Bookless, Seconded Cr Moore**
AC.02/1220a That the Audit Committee recommends that Council note the Auditor’s report includes ‘significant adverse trends’ in relation to Council’s Asset Sustainability Ratio and Operating Surplus Ratio performance and acknowledges that Council has an existing ‘Ratio Improvement Action Plan’.
Carried 3/0

Committee Recommendation **Moved Cr Moore, Seconded Cr Bookless**
AC.02/1220b That the Audit Committee recommends that Council note Administration’s comments in relation to the matters raised in the Auditor’s Management Report.
Carried 3/0

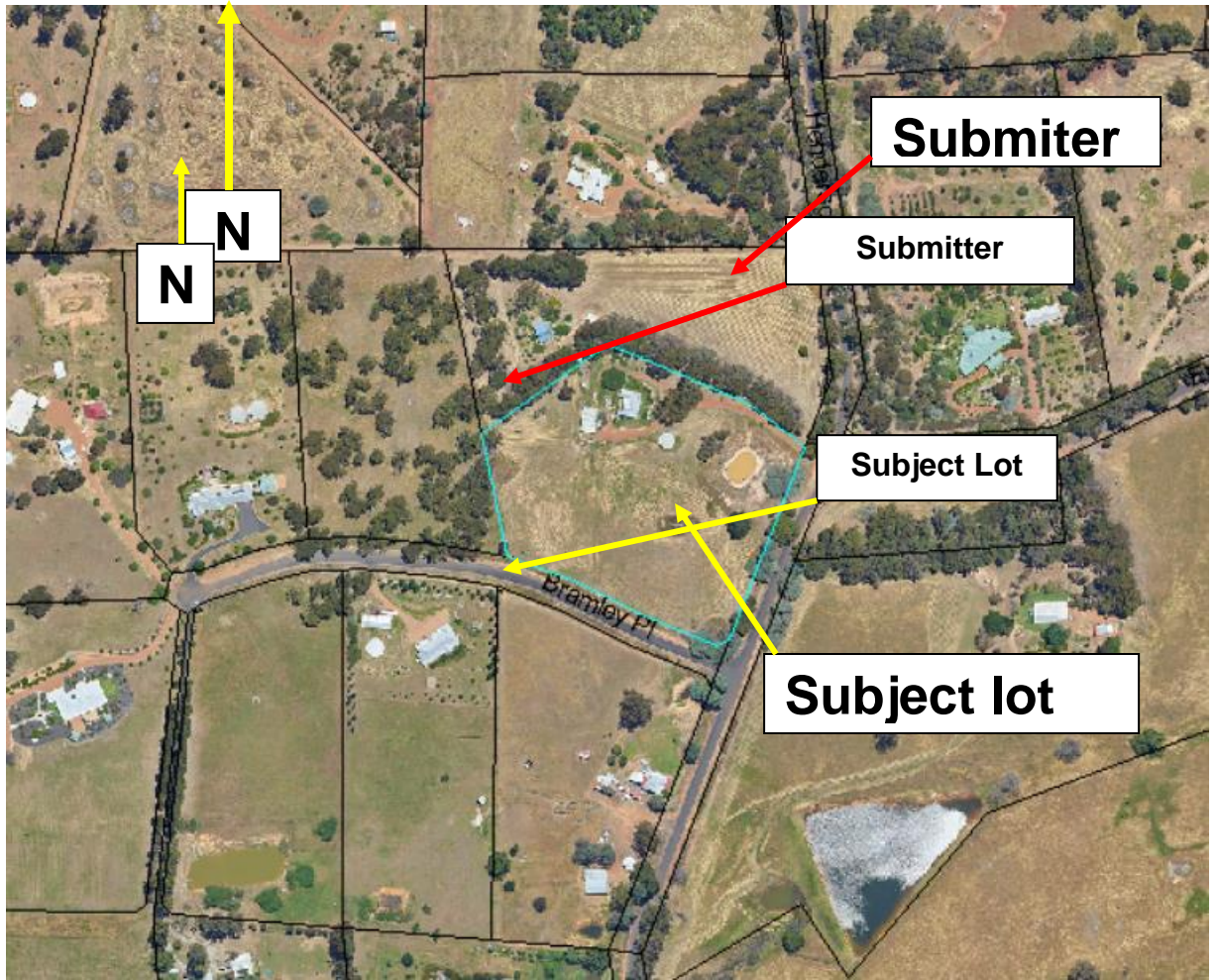
Closure

The Presiding Member closed the Meeting at 10:55am

List of Attachments

Attachment	Item No.	Details
1	AC.01/1220	Minutes of the Meeting Held 10 September 2020
2	AC.02/1220	Audit Exit Meeting Agenda
3	AC.02/1220	Audit Planning Summary
4	AC.02/1220	2018/19 Annual Financial Statements
5	AC.02/1220	Draft Independent Auditor's Report
6	AC.02/1220	30 June 2020 Management Report
7	AC.02/1220	Operating Performance Trend by Nature or Type
8	AC.02/1220	Financial Health Indicators

Minutes checked and authorised by CEO T Clynch		7.12.2020
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Proposed Building Envelope Extension (Setback Variation)

Lot 102 (RSN 57) Elwins Road, Kangaroo Gully

(Shire of Bridgetown-Greenbushes – Aerial Photo November 2017)

TO WHOM IT MAY CONCERN,

WE THE OWNERS OF LOT 101 OR 278 HENDERSON ROAD, HAVE NO OBJECTIONS TO THE PROPOSED BUILDING ENVELOPE CHANGES TO THE ADJACENT PROPERTY, LOT 102 OR 57 ELWINS RD. KANGAROO GULLY.

Chris Westley

CHRIS WESTLEY
18th NOV 2020.

Monique Westley

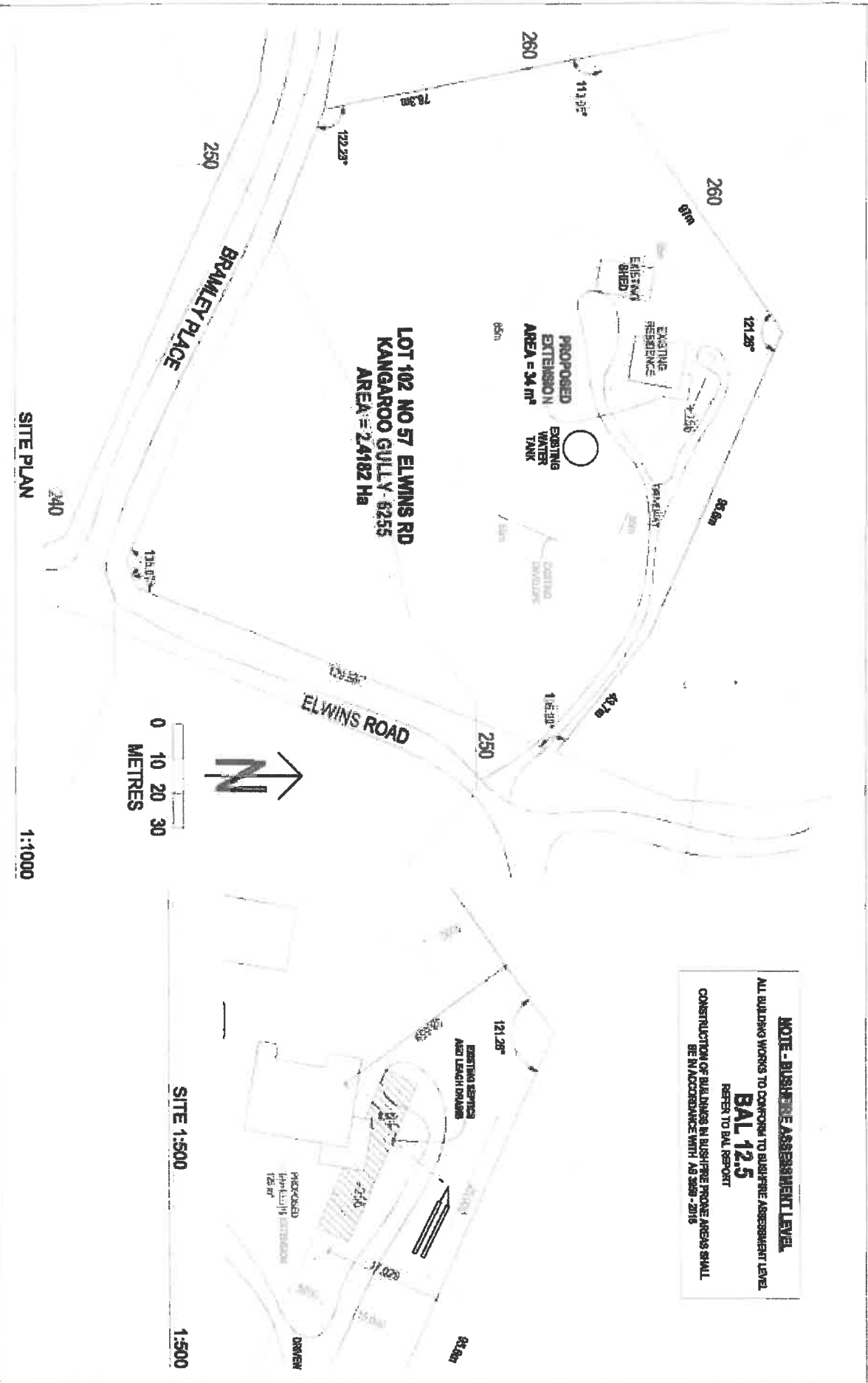
Monique Westley

18 NOV 2020

COPY

Project Name	15/20/20
Project No.	15/20/20
20 NOV 2020	
Site No.	140
Copy	

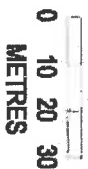
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NOTE - BUSINESS ASSESSMENT LEVEL
 ALL BUILDING WORKS TO CONFORM TO BUSINESS ASSESSMENT LEVEL
BAL 12.5
 REFER TO BAL REPORT
 CONSTRUCTION OF BUILDINGS IN BUSINESS PROZONE AREAS SHALL
 BE IN ACCORDANCE WITH AS 2999 - 2018

**LOT 102 NO 57 ELWINS RD
 KANGAROO GULLY - 6255
 AREA = 2,4182 Ha**

SITE PLAN



SITE 1:500

1:500

1:1000

**PROPOSED EXTENSION
 ANNETTE BREWER
 LOT 102 NO 57 ELWINS RD KANGAROO GULLY 6255**

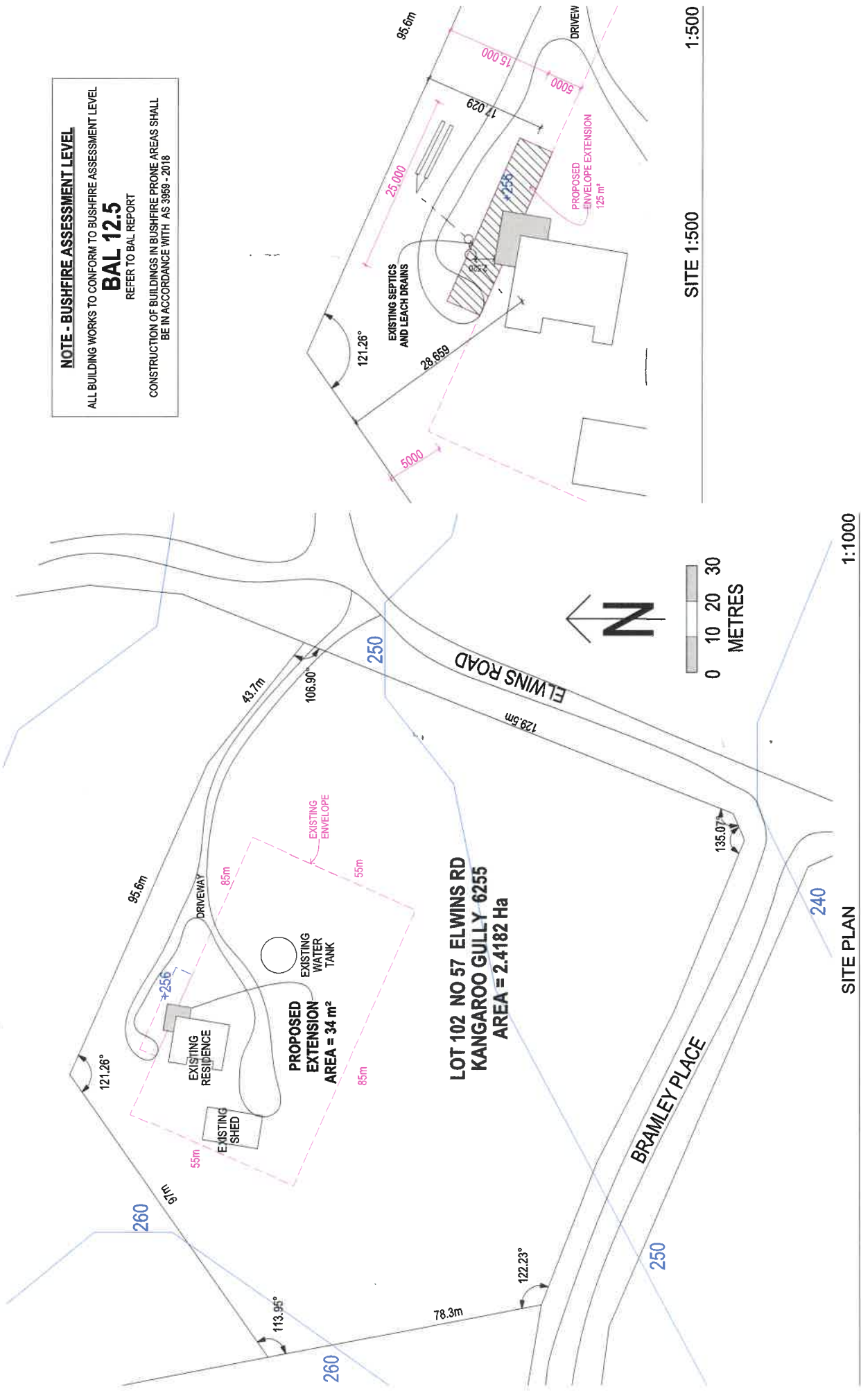
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 JOB NO. : 2020-080
 PRINTED ON A3 : 17/11/2020**

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 PAGE : 2 OF 8**

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NOTE - BUSHFIRE ASSESSMENT LEVEL
 ALL BUILDING WORKS TO CONFORM TO BUSHFIRE ASSESSMENT LEVEL
BAL 12.5
 REFER TO BAL REPORT
 CONSTRUCTION OF BUILDINGS IN BUSHFIRE PRONE AREAS SHALL
 BE IN ACCORDANCE WITH AS 3959 - 2018



1:1000

SITE 1:500

PROPOSED EXTENSION
ANNETTE BREWER
LOT 102 NO 57 ELWINS RD KANGAROO GULLY 6255

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JOB NO. : 2020-080
PRINTED ON A3 : 17/11/2020

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PROPOSED EXTENSION
 ANNETTE BREWER
 LOT 102 NO 57 ELWINS RD KANGAROO GULLY 6255

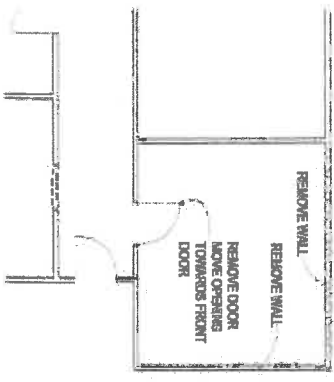
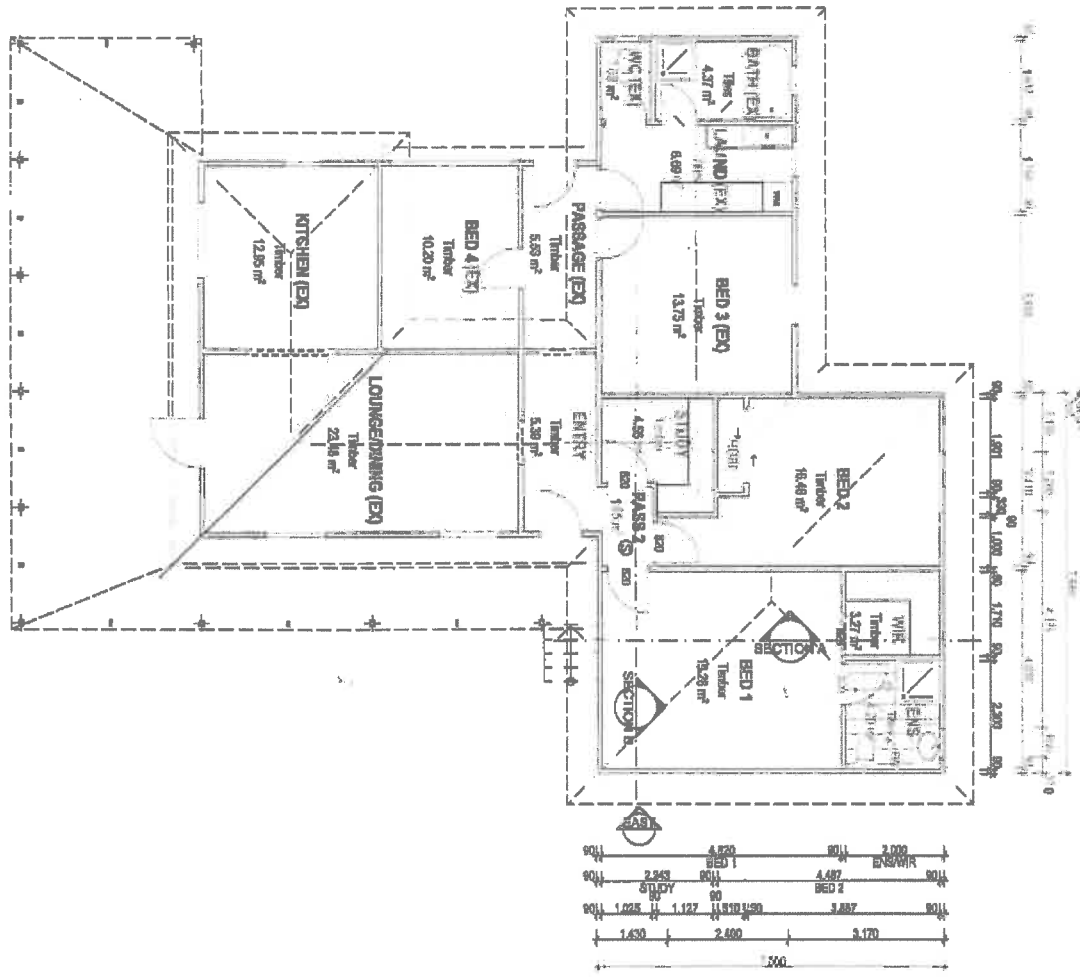
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GROUND FLOOR

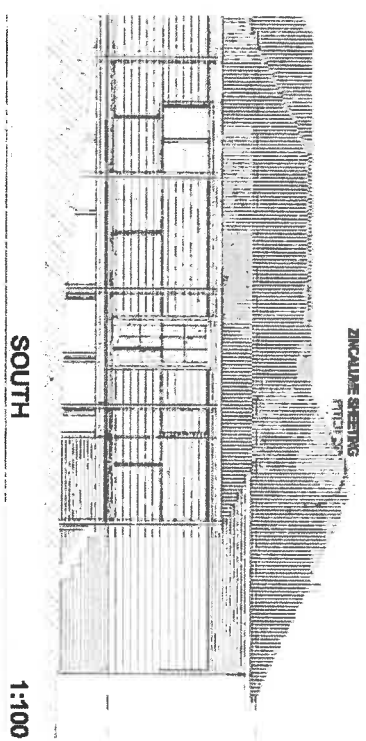
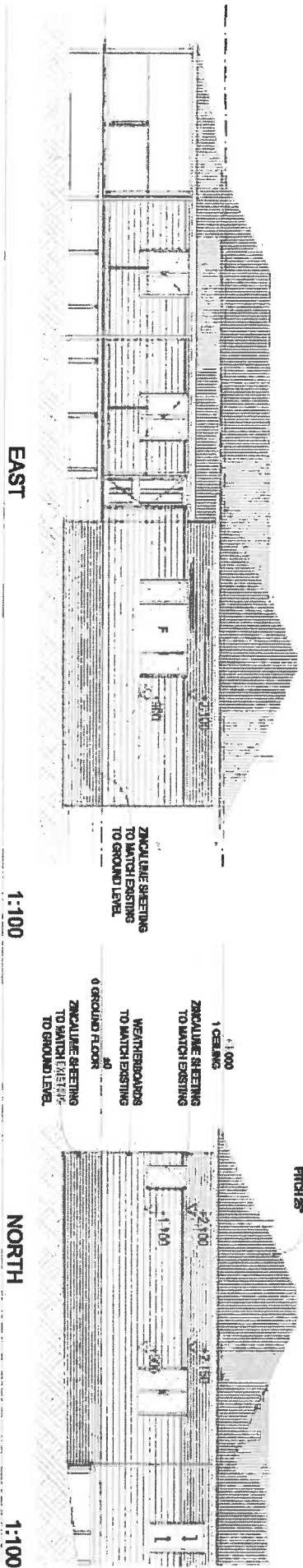
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ALTERATIONS TO EXISTING 1:100

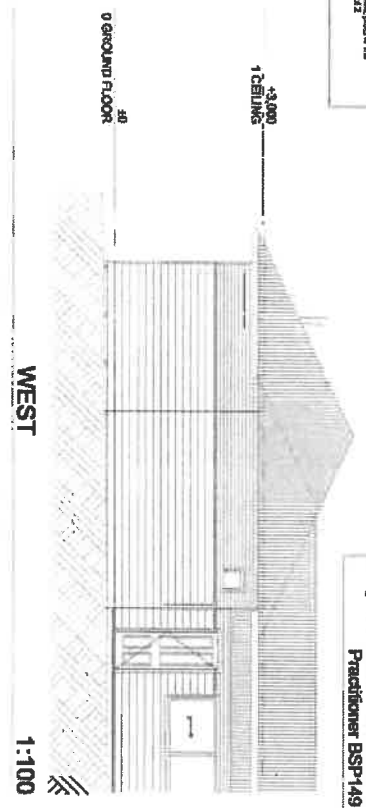
Besafe
 Building Inspections
 Peter Butcher - Level 2
 Reg No's: Contractor BSC2018
 Practitioner BSP149

MARGARET RIVER
 STRUCTURAL ENGINEERING
 Assessor Name: Lisa Emble
 Certified Assessor: ASQA 61869
L. Emble
 The design assessment conforms with the Australian Standard AS 4576 and is consistent with all relevant provisions of the BCS 2009 B1.3



MARGARET RIVER
STRUCTURAL ENGINEERING
 Assessor Name: Lisa Enoka
 Certified Assessor: ABQA 61889
deuka

Besafe
Building Inspections
 Peter Butcher - Level 2
 Reg No: Contractor BSC2018
 Practitioner BSP149



PROPOSED EXTENSION
ANNETTE BREWER
 LOT 102 NO 57 ELWINS RD KANGAROO GULLY 6255

DRAWN BY : S.SCHRAMA
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REVISION : E
 PAGE : 4 OF 8

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MOMORANDUM OF UNDERSTANDING

between

SHIRE OF BRIDGETOWN-GREENBUSHES (“SHIRE”)

and

GREENBUSHES COMMUNITY GARDEN COMMITTEE (“COMMITTEE”)

for

MANINTENANCE OF THE GREENBISHES TOWN SQUARE

2020

Purpose and Scope

The purpose of this Memorandum of Understanding is to set out the parameters and conditions associated with the undertaking by the Greenbushes Community Garden Committee of a maintenance service at the Greenbushes Town Square.

The purpose of the MOU is to establish a framework for a cooperative working relationship between the Shire and the Greenbushes Community Garden Committee for the provision of maintenance service at the Greenbushes Town Square.

The timeframe of the document is open ended but can be discontinued by either party subject to three months' notice being provided.

The document can also be amended from time to time by agreement between both parties; in the case of the Shire this will require a specific council resolution.

Responsibilities of the Shire

The Shire will:

- Assist with the costs for purchase of reticulation, seedlings and plants within the Greenbushes Town Square.. A maximum amount of \$1,000 per annum will be budgeted for these purposes.
- Supply mulch upon request from the Committee (when available) to keep the area covered, reduce evaporation and generation of weeds.
- Carry out large pruning such as lopping of trees on request from the committee noting that these works are subject to funds being available in the Council Budget.

- Carry out weed spraying in the Town Square as part of the Shire’s Parks and Gardens program.
- Noting that the plantings in the Greenbushes Town Square are predominately natives and thus requiring far less watering than the planting within the Community Garden, the Shire will pay 50% of the water consumption costs and water service charges at the Greenbushes Community Garden. The Shire will pay the water accounts and on-charge 50% of the water consumption charges and service charges to the Committee.

Responsibilities of the Greenbushes Community Garden Committee

The Committee will:

- Plant and maintain appropriate plantings (predominantly natives) to keep the area filled, ensure visibility of the Town Square wall and ensure plantings are replaced when needed.
- Keep the plants pruned.
- Install and maintain reticulation off the Community Garden Building water supply.
- Keep the plants watered (initially with new seedlings and during dry periods).
- Keep the area weeded.
- Spread the mulch supplied by the Shire.
- Maintain existing gazebo, table and benches.

Both parties hereby agree with the contents of the Memorandum of Understanding and undertake to meet their responsibilities as described therein.

Signed /sealed on behalf of the Shire of Bridgetown-Greenbushes
(place seal)

.....
Mr Tim Clynch
Chief Executive Officer

.....
Mr John Nicholas
Shire President

Date.....

Signed on behalf of the Greenbushes Community Garden Committee

.....
Co-ordinator

Date.....

between

Greenbushes Community Resource Centre (CRC)

and

Shire of Bridgetown - Greenbushes (Shire)

Part 1 – Purpose of the MOU

The purpose of this Memorandum of Understanding is to identify the responsibilities of the Shire and CRC regarding the delivery of the following services at the Greenbushes CRC:

- Provision of Rates Payment;
- Dog & Cat Licenses;
- Sundry Debtors,
- Greenbushes Town Hall & Road Board Office Bookings;
- Library services
- Noticeboard
- Community Development

Part 2 – Rate Payments/Dog & Cat Licences/Sundry Debtors

- 1) Shire payments received at the CRC can only be in the form of cash or cheque.
- 2) The CRC's written procedures for the handling of the Shire's monies shall be in accordance with the attached 'Payment Procedures' and 'Receipts Reconciliation'.
- 3) Shire payments received at the CRC on the due date are to be documented and delivered to the Shire by CRC representative.
- 4) So as to cover Shire monies held by the CRC, the CRC shall carry insurance to the satisfaction and/or specification of the Shire. A copy of the insurance coverage shall be provided to the Shire on an annual basis.
- 5) The CRC may receive rates payments in full or as per Council's four instalments option when paid within the prescribed dates.
- 6) Rates payments received at the CRC on the due date are to be documented and delivered to the Shire by CRC representative by 4pm on said day.
- 7) The CRC will not enter into rates payment arrangements with rate payers.
- 8) As CRC employees are not designated dog registration officers as per the Dog Act 1976, they shall not vary or add to the Shire's dog register.
- 9) The Shire's dog registration officer(s) shall process dog registrations received at the CRC, and issue dog tags to the registration applicants.

- 10) CRC employees shall not vary or add to the Shire's cat register.
- 11) Shire officer(s) shall process cat registrations received at the CRC, and issue cat tags to the registration applicants.
- 12) Shire sundry debtor invoice payments can be received at the CRC.
- 13) The abovementioned services shall be advertised by the CRC and the Shire in the Insight newsletter.
- 14) On receipt of the CRC's quarterly invoice the Shire shall pay the CRC's fees at a rate of \$2.50 (incl. GST) per payment transaction.

Part 3 – Town Hall & Road Board Bookings

- 1) Greenbushes Town Hall bookings are to be made by the CRC, and shall include: the processing of such paperwork as the booking requires, facility inspection with completed checklist, the issuing of keys and their return, the receipt of hall hire and bond monies as well as any required Liability Insurance Certificates. The Shire is to direct its Greenbushes Town Hall booking enquiries to the CRC for processing.
- 2) The CRC's written procedures for the handling of the Shire's monies shall be in accordance with the attached 'Payment Procedures' and 'Receipts Reconciliation'.
- 3) Hall hire and bond payments received and documented at the CRC shall be delivered to the Shire by a CRC representative within 5 working days unless the cash amount exceeds \$500 when it is required to be delivered to the Shire by a CRC representative the next working day.
- 4) The CRC will conduct a post-hire inspection as soon as possible following a Hall hire, complete an inspection report provided and provide copy to the Shire via email or other agreed means.
- 5) The CRC is to direct hirers to email the shire at Btnshire@bridgetown.wa.gov.au, with attention to CEO, if they wish to request a waiver for the facility hire charge. Note bonds are not able to be waived. In a timely manner the Shire shall notify (by email) the hirer and the CRC of its decision to approve or otherwise, the waiver. Notwithstanding the outcome of a request to waive a facility hire charge, the CRC will be eligible to receive a booking fee (\$7.50) for these transactions unless the recipient of the fee waiver is the CRC itself.
- 6) At the time a hirer collects a key for a facility hired, the CRC will distribute a cleaning/ inspection check list for the booking.
- 7) The CRC will record all key transactions in a key register approved by the Shire.
- 8) Maintenance issues reported by hirer or noted by CRC representative will be sent to the Shire's Building Assets Administration Officer by the CRC.
- 9) On receipt of the CRC's quarterly invoice the Shire shall pay the CRC's fees at a rate of \$11 (incl. GST) per facility booking.

Part 4 – Library Services

- 1) The CRC shall provide a Shire satellite library service at the CRC, free of charge.
- 2) A computer for the sole purpose of library services will be supplied, maintained and updated by the CRC.
- 3) A scanner for the sole purpose of issuing and returning books will be supplied by the Shire.
- 4) Software and updates are to be supplied to the CRC by the Shire.
- 5) Issues and maintenance of the software system are to be reported to the Shire by the CRC and the Shire is responsible for action.
- 6) The software system training is to be provided by the Shire to the CRC as required.
- 7) Books are to be supplied to the CRC by the Shire.
- 8) Books are to be changed over every 3 months by the Shire, including shelving and labelling, unless otherwise agreed with the CRC.
- 9) Books returned to the CRC that belong at Bridgetown Shire library, will be collected by the Shire unless otherwise agreed with the CRC.
- 10) Books returned to the Bridgetown Shire library that belong at the CRC will be returned to the CRC by the Shire unless otherwise agreed with the CRC.
- 11) Book requests made at Bridgetown Shire library for collection/pick up from the CRC, will be dropped off weekly by Shire representative or, if organised, by CRC representative.
- 12) Requests for books made at Bridgetown Shire library, held at the CRC, will be sent via email to the CRC, for collection by the Shire, unless otherwise agreed with the CRC.
- 13) Library shelving is to be supplied by the CRC.
- 14) Library brochures are to be supplied to the CRC by the Shire.
- 15) Library cards are to be supplied to the CRC by the Shire..

Part 5 – Noticeboard

- A. The CRC shall provide the Shire with noticeboard space free of charge.
- B. Shire notices will be sent to the CRC, via email or other agreed means.
- C. Shire notices will be displayed on the CRC's outside noticeboard for the period requested.
- D. The Shire may provide a larger noticeboard to cater for an increase in public notices.

Part 6 – Community Development

- 1) The CRC shall be included in all networking correspondence sent out by the Shire's Community Development Officers.
- 2) The Shire shall endeavour to consider the CRC for inclusion, when developing projects in Greenbushes.
- 3) The CRC shall endeavour to consider the Shire for inclusion, when developing projects in Greenbushes such as providing additional services via the government interactive computer service, facilitating local and regional programs.
- 4) The CRC shall be the first point of contact for dissemination of information in emergency situations and shall be advertised by the CRC and Shire to ensure community awareness of this fact.

Signed by Greenbushes CRC Co-ordinator:

Name:

Signature:

Date:

Signed by Shire of Bridgetown/Greenbushes Chief Executive Officer:

Name:

Signature:

Date: