

Council Minutes Index – 28 October 2021

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MINUTES

For an Ordinary Meeting of Council held in Council Chambers on Thursday, 28 October 2021 commencing at 5.30pm

Opening of Meeting

The President opened the meeting at 5.30pm

Acknowledgment of Country – Shire President

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

Attendance of Gallery

L Roberts, B Moore, J Moore, C Quinn, J Nicholas, S Ascott, T Wood, I Giles, B Loughran, N Maxfield

Responses to Previous Questions Taken on Notice – Nil

Public Question Time

N Maxfield

I recently attended the Shire Office seeking an update on the motion carried at the last annual electors meeting seeking a reduction in the speed limit on Peninsula Road. The staff were unable to provide me with an update and suggested I submit my query by email.

1. Can the CEO provide an update on the status of the request for a reduction of the speed limit on Peninsula Road?

CEO Response – the request has been submitted to Main Roads Western Australia and we are awaiting a decision on the request. There are currently 3 outstanding requests for review of speed limits within our Shire (Peninsula Road, Stanifer Street and Maranup Ford Road) and all have been with Main Roads for several months. As part of any request for review of speed limits we have to provide current traffic count data and typically this requires us to place traffic counters on the relevant section of

road the subject of the request. This does delay consideration of the request by up to 2 months but the Peninsula Road request has been with Main Roads for some time. It seems to take an inordinate amount of time for Main Roads to consider these requests which can be frustrating.

2. The suggestion by staff that I email my query to the CEO was surprising. Surely the CEO doesn't deal with queries such as these and there should have been someone to answer my query at the time?

CEO Response – speed limit queries are dealt with by our infrastructure department. I am disappointed you were asked to submit your query by email. That is an unacceptable level of customer service. You should have been put through to the appropriate staff member or, if a relevant staff member wasn't available, you should have been advised that someone would get back to you to respond to your query. It isn't acceptable for staff to ask a member of the public to put their query in an email, especially a straight forward query such as yours. I will raise this issue with staff to ensure that it doesn't occur again.

Petitions/Deputations/Presentations

Mr Ian Giles presented a petition requesting Council take urgent action to resolve the worsening problem of speeding motorists along Nelson Street, specifically asking that:

1. 50km/h signs be placed on both sides of Nelson Street outside the Geegeelup Aged Care Facility to alert motorists to the speed limit.
2. Flashing speed limit lights be installed outside Geegeelup Aged Care Facility on Nelson Street to remind motorists to slow down because of elderly residents.

The President thanked Mr Giles for presenting the petition and advised that in accordance with Clause 3.4.1 of the Standing Orders the CEO is to present the petition and an appropriate officer report to the next ordinary meeting of Council to be held on 25 November 2021.

Comments on Agenda Items by Parties with an Interest - Nil

Applications for Leave of Absence - Nil

Confirmation of Minutes

C.01/1021 Ordinary Meeting held 30 September 2021

A motion is required to confirm the Minutes of the Ordinary Meeting of Council held 30 September 2021 as a true and correct record.

Council Decision Moved Cr Johnson, Seconded Cr Pratico

C.01/1021 That the Minutes of the Ordinary Meeting of Council held 30 September 2021 be confirmed as a true and correct record.

Carried 9/0

C.02/1021 Special Meeting held 18 October 2021

Attachment 1 Minutes of Special Meeting (Swearing-in) – 18.10.2021

A motion is required to confirm the Minutes of the Special Meeting of Council held 18 October 2021 as a true and correct record.

Council Decision Moved Cr Pratico, Seconded Cr Mountford

C.02/1021 That the Minutes of the Special Meeting of Council held 18 October 2021 be confirmed as a true and correct record subject to the following amendment being made to Page 3:

Replace:

Cr Nicholas made a Declaration (for position of Shire President) in the presence of Justice of the Peace, Adrian Elder

With:

Cr Bookless made a Declaration (for position of Shire President) in the presence of Justice of the Peace, Adrian Elder.

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

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

Name	Cr Tracy Lansdell
Type of Interest	Impartiality
Item No.	C.04/1021 Establishment of Committees
Nature of Interest	I volunteer for Blackwood Youth Action and am a committee member

Name	Cr Tony Pratico
Type of Interest	Financial
Item No.	C.19/1021
Nature of Interest	I am a street trader

Questions on Agenda Items by Elected Members

Cr Pratico asked a question on Item C.17/1021

Consideration of Motions of which Previous Notice has been Given

C.03/1021 Staff Recognition Policy

Submitted by Cr Pratico

Motion

That the CEO to prepare a policy for Council consideration recognising staff employment milestones with recognition including but not limited to the provision of certificates of appreciation and functions for awarding the certificates.

Background/Reasons

The proposed policy isn't intended to interfere with the operational responsibilities of the CEO but would be a way for Council to recognise employees that achieve service milestones such as 5 years, 10 years, 15 years and so on. I am aware that some Councils provide financial rewards for long service but my intention is that the policy would provide non-financial recognition.

Officer Comment

The CEO hasn't any objection to the development of an appropriate policy for the purpose of recognising staff employment milestones. A draft policy can be prepared for Council consideration.

Statutory Environment

The *Local Government Act 1995* specifies the strategic role of Council and the operational role of the Chief Executive Officer.

Integrated Planning

- Strategic Community Plan
Outcome 16 – an engaged and effective workforce
Objective 16.1 - attract, train, develop and retain an effective workforce
- Corporate Business Plan – Nil
- Long Term Financial Plan - Nil
- Asset Management Plans – Nil
- Workforce Plan – Not applicable
- Other Integrated Planning - Nil

Budget Implications

There are no budget implications for the process to develop and consider a new policy. If Council was to adopt a policy there would be some minor budget implications (dependent upon the contents of the policy) and these would be addressed in the Council report at that time.

Whole of Life Accounting – Not Applicable

Risk Management - Nil

Voting Requirements – Simple Majority

Council Decision Moved Cr Pratico, Seconded Cr Quinby
C.03/1021 That the CEO to prepare a policy for Council consideration recognising staff employment milestones with recognition including but not limited to the provision of certificates of appreciation and functions for awarding the certificates.
Carried 9/0

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

Cr Lansdell declared an impartiality interest as she is a volunteer for Blackwood Youth Action and is a committee member.

ITEM NO.	C.04/1021	FILE REF.	220
SUBJECT	Establishment of Committees		
OFFICER	Chief Executive Officer		
DATE OF REPORT	19 October 2021		

OFFICER RECOMMENDATION

That Council establishes the following Committees for the two year term expiring 21 October 2023:

- *Access & Inclusion Advisory Committee*
- *Audit Committee*
- *Bush Fires Advisory Committee*
- *CEO Performance Review Committee*
- *Local Emergency Management Committee*
- *Roadwise Advisory Committee*
- *Sustainability Advisory Committee*
- *Trails Development Advisory Committee*

Background

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). The function, project or issue(s) should be clearly specified by the Council and each Committee is to act in the best interests of the Council and conduct its affairs in accordance with the provisions of the Local Government Act and Council's Standing Orders.

Section 5.9 of the Local Government Act allows for a Committee to comprise –

- (a) Council members only
- (b) Council members and employees
- (c) Council members, employees and other persons
- (d) Council members and other persons
- (e) Employees and other persons; or
- (f) Other persons only

Establishing Committees

As mentioned above, Committees can comprise various groups. Where a Committee comprises Councillors only, Council can delegate any of its powers or duties except those requiring an '*Absolute Majority*' decision or those prescribed (and detailed) in the Local Government Act or Regulations.

Note – all delegations must be in writing and endorsed by an Absolute Majority decision.

Where a Committee comprises Councillors and staff only, Council can delegate any powers or duties it could otherwise delegate to the CEO.

Where a Committee's membership includes other persons, Council can delegate any of its powers or duties that are necessary or convenient for the proper management of the local government's property or an event in which the local government is involved.

A Committee system with maximum efficiency is one that contains justified Committees and establishes *Instruments of Appointment* to guide them.

There are three types of committees, noting only two of these types are Council committees.

Community (External) Committee – one not recognised by Council under the Local Government Act but run independently by the community. They are independent of the Shire's organisation although Council may formally appoint a delegate(s). Should Councillors wish to avail themselves of the minutes they will do so at their own request.

Advisory Committee – one recognised by Council and run by the Shire in accordance with its Standing Orders and established under section 5.8 of the Local Government Act 1995. Recommendations are forwarded through the appropriate Shire Officer for inclusion in the Council Agenda as an item(s). The Standing Orders specify all members who have a vote shall vote; hence staff are to be non-voting members. Staff will therefore act in an *advisory capacity* to the Committee as and when required.

The primary purpose of this type of Committee will be to provide advice on issues as specified by Council. Any issues arising from a meeting requiring Council decision will be brought to the attention of the Council via an Item from the appropriate Shire Officer.

This type of Committee will have no delegated authority and as such can legitimately meet behind closed doors.

Management Committee – similar to an Advisory Committee with one important distinction. This type of Committee will have delegated authority to act on (or manage) particular facilities, events or functions on Council's behalf. Delegated Authority must be in writing and may be as general or as otherwise provided by Council in the *Instrument of Appointment* (and delegation register). A Management Committee must be publicly advertised and meet in the public arena. Minutes from a Management Committee are included in the Council Agenda for receipt purposes however any issues arising from a meeting requiring a Council decision (i.e. outside of the committee's delegated powers) will be brought to the attention of the Council via an agenda item from the appropriate Shire Officer. Of note, Council hasn't had any Management Committees for many years.

To assist Committees, Instruments of Appointment are required for each Advisory, or Management Committee.

Council Policy M.20 – "Establishment of Council Committees" states that the justification for establishing/maintaining a Committee under the Local Government Act is to be:

- Council requires assistance on a project/issue that cannot be generated by administration or a consultant(cy) including with the help of an identified group within the community in a timely fashion.
- The required expertise exists amongst those who are willing.
- Council can afford any necessary resources.
- Council can clearly articulate a tight, well understood brief or set of deliverables which are achievable in any necessary timeframe. These shall be incorporated into an Instrument of Appointment. Every Committee will be guided by such a document.

Committee Operations

The quorum for each Committee (unless otherwise authorised by Council) is at least 50%. No business shall be transacted without a quorum. Ex-officio members form part of the quorum.

Members of a Committee are to be appointed by Council by an Absolute Majority decision. Tenure for Committee membership ceases at least every two years coinciding with the Local Government elections. This allows the new Council to reassess the performance, appropriateness and purpose of having each Committee before re-establishing Committees and their new membership.

Each member of a Committee is entitled to one vote. Each member present at a meeting of a Committee that has a delegated power or duty is to vote.

The person presiding at the meeting is to cause Minutes to be taken – this need not be performed by a Councillor or staff member. A Committee member who has an interest in any matter to be discussed at a Committee meeting must disclose the nature of the interest before the matter is discussed. The disclosure must be included in the Minutes.

Employees that attend Committees and who have an interest in any matter in respect of which they are providing advice or a report are to disclose the nature of their interest when giving the advice or the report.

Committees Operating during the Term of the Previous Council

During the period October 2019 – October 2021 the following Committees were established by Council:

Advisory Committees

- Audit Committee
- Bush Fire Advisory Committee
- Local Emergency Management Committee - LEMC (Advisory)
- Roadwise Advisory Committee
- CEO Performance Review Committee
- Access & Inclusion Advisory Committee
- Sustainability Advisory Committee
- Trails Development Advisory Committee
- Youth Advisory Committee (noting that in May 2020 Council resolved to place this Committee into recess)

Officer Comment

Council should now re-assess the appropriateness of re-establishing the above Advisory Committees.

To assist in this process of identifying Committees to be re-established, Officers provide the following comments. Please note separate reports (Items) have been compiled relating to the “Instrument of Appointment & Delegation” and “Committee Membership Appointment”:

Audit Committee

It is a requirement of the *Local Government Act 1995* for local governments to establish an Audit Committee.

The objectives of this Committee during the 2019-2021 term were:

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).*

It is a requirement under the *Local Government (Audit) Regulations 1996* for local governments to establish an Audit Committee.

Membership consisted of 4 elected members.

As it is a statutory requirement, this Committee needs to be re-established for the 2021-23 term of Council.

Bush Fires Advisory Committee

The objective of this Committee during the 2019-2021 term was:

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.

The Instrument of Appointment listed that membership to consist of a maximum 2 elected members, the Chief Fire Control Officer, Fire Control Officers (or his/her deputy) from each Bush Fire Brigade in the Shire and a representative from the Bridgetown Volunteer Fire & Rescue Service.

In addition to the membership invitations are issued to representatives from the Department of Fire and Emergency Services (DFES) and Department of Biodiversity Conservation and Attractions (DBCA) to attend the Committee meetings.

It is recommended this Committee be re-established for the 2021-23 term of Council.

Local Emergency Management Committee (LEMC)

The objectives of this Committee during the 2019-2021 term were:

- 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).*

It should be noted that it is a requirement under the *Emergency Management Act 2005* that the emergency management arrangements for the local district are maintained.

Membership consisted of 3 elected members (one of which is the President who Chairs meetings), the Shire's Recovery Coordinator and Deputy Recovery Coordinator, the Shire's Chief Bush Fire Control Officer and 1 representative from each of the following agencies:

- Police Department
- State Emergency Service (SES)
- Bridgetown Volunteer Fire & Rescue
- St John Ambulance
- St John Ambulance Regional Community Paramedic
- Bridgetown Hospital
- Department of Fire & Emergency Services (DFES)
- Department of Biodiversity Conservation and Attractions (DBCA)
- Talison Lithium
- Red Cross
- Department of Communities
- Water Corporation
- Western Power
- Education Department
- State Emergency Management Committee (SEMC)

Under the *Emergency Management Act 2005* it is a statutory requirement that a LEMC be established.

As it is a statutory requirement, this Committee needs to be re-established for the 2021-23 term of Council.

Roadwise Advisory Committee

The objectives of this Committee during the 2019-2021 term were:

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'.

This Committee has been involved with various 'road safety awareness' programs since its establishment and works in liaison with the WALGA Roadwise Committee South West Officer.

Membership of the Committee consisted of 2 elected members and 1 representative from each of the following organisations:

- Country Women's Association, Bridgetown
- Bridgetown Volunteer Fire & Rescue
- Bridgetown Police
- Bridgetown Primary School
- Bridgetown High School
- St Brigid's Primary School
- St John Ambulance
- Department of Fire & Emergency Services
- Community Representative

Ex-officio membership is provided to Roadwise Western Australia and Main Roads Western Australia.

It is recommended this Committee be re-established for the 2021-23 term of Council.

CEO Performance Review Committee

The objective of this Committee during the 2019-2021 term was:

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.

Section 5.38 of the Local Government Act requires the CEO to be reviewed at least once in each year of his/her employment. Local Government (Administration) Amendment Regulations 2005, clause 18D states –

“A local government is to consider each review on the performance of the CEO carried out under section 5.38 and is to accept the review, with or without modification, or to reject the review.”

Membership consisted of three elected members and typically includes the Shire President.

Pursuant to section 5.39B (2) of the Local Government Act 1995, Council, in March 2021 adopted the Model Standards for Chief Executive Officer Recruitment, Performance and Termination. These model standards require the use of a performance review committee.

The Committee has no delegated authority and hence a report is submitted to Council following each review. Re-establishing the Committee with the same structure will comply with the provisions of the Local Government Act and Regulations.

As it is a statutory requirement, this Committee needs to be re-established for the 2021-23 term of Council.

Access & Inclusion Advisory Committee (AIAC)

The objectives of this Committee during the 2019-2021 term were:

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 Community Plan.*
2. *To formally report to Council annually on the implementation of the Disability Access and Inclusion Plan and the Age Friendly Community 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 Community Plan.*
4. *To recommend to Council any changes to the priorities identified in the Disability Access and Inclusion Plan and Age Friendly Community Plan either as part of the annual review process, or if necessary at other times of the year.*

Membership consisted of a minimum of 1 elected member and a maximum of 10 community/service agency representatives.

It is recommended this Committee be re-established for the 2021-23 term of Council.

Sustainability Advisory Committee (SAC)

The objectives of this Committee during the 2019-2021 term were:

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.*

Membership of this Committee consisted of 2 elected members and 8 community members.

It is recommended this Committee be re-established for the 2021-23 term of Council.

Trails Development Advisory Committee

The objectives of this Committee during the 2019-2021 term were:

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.*

Membership of this Committee consists of two (2) elected members, up to 8 community members and one (1) representative from the Department of Biodiversity Conservation and Attractions (DBCA).

It is recommended this Committee be re-established for the 2021-23 term of Council.

Youth Services Advisory Committee

When re-establishing this Committee in October 2019 Council set the committee's objectives as:

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.*

Up until being moved into recess in May 2020 membership of this Committee consisted of up to two (2) elected members, a minimum of 1 representative from The Youth Leadership Team, 3 representatives from youth and a maximum of seven (7) service agency and community group representatives.

The decision by Council in May 2020 to place the Youth Services Advisory Committee into recess was in response to Council's decision at the same time to cease provision of youth services. That decision followed a review of Council's role in youth services that led to the following outcomes being identified:

1. The service provision is no longer considered a worthwhile return on investment of Council resources.
2. There is an existing service provider within the community working in the area of youth development/services (Blackwood Youth Action).

In the 17 months since Council placed the Youth Services Advisory Committee into recess there hasn't been any requests, either by Council, youth or youth representative groups for the Committee to be re-established.

Based on the above it is recommended this Committee not be re-established for the 2021-23 term of Council.

Statutory Environment

- Establishment of Committees is pursuant to Section 5.8 – 5.18 of the *Local Government Act 1995*.

- Clause 5.10(2) of the *Local Government Act 1995* states:

(2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.

- Clause 5.10(4) of the *Local Government Act 1995* states:

(4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.

- Shire of Bridgetown-Greenbushes Standing Orders Clause 17.1 – 17.4.

17.1 Establishment and Appointment of Committees

A committee is not to be established except on a motion setting out the proposed objectives and duties, and any delegations proposed to be entrusted to the committee and either –

- (a) *the names of the Council members, employees and other persons to be appointed to the committee; or*
- (b) *the number of Council members, employees and other persons to be appointed to the committee and a provision that they be appointed by a separate motion.*

17.2 Appointment of Deputy Committee Members

- (1) *The Council may appoint one or more persons to be the deputy or deputies, as the case may be, to act on behalf of a member of a committee whenever that member is unable to be present at a meeting thereof and where 2 or more deputies are so appointed they are to have seniority in the order determined by the Council.*

- (2) *Where a member of a committee does not attend a meeting thereof a deputy of that member, selected according to seniority, is entitled to attend that meeting in place of the member and act for the member, and while so acting has all the powers of that member.*

17.3 Reports of Committees

Notwithstanding clauses 3.11 and 3.12, any action required by the Council from reports from committee meetings are to be presented as a separate Officers Item to an ordinary meeting of Council for consideration.

17.4 Standing Orders to Apply to Committees

Where not otherwise specifically provided, these Standing Orders apply generally to the proceedings of committees, except that the following Standing Orders do not apply to the meeting of a committee –

- (a) clause 9.1 in respect of the requirement to rise;*
- (b) clause 9.5 limitation on the number of speeches.*

Integrated Planning

➤ Strategic Community Plan

Outcome 13 – proactive, visionary leaders who respond to community needs

Objective 13.1 – strengthen leadership and advocacy

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

Policy/Strategic Implications

Council Policy M.20 – “Establishment of Council Committees” as described earlier in this report.

Budget Implications – Nil

Whole of Life Accounting – Not Applicable

Risk Management – Nil

Voting Requirements – Absolute Majority

Council Decision Moved Cr Lansdell, Seconded Cr Pratico C.04/1021

- 1. That Council establishes the following Committees for the two year term expiring 21 October 2023:**

- **Access & Inclusion Advisory Committee**
- **Audit Committee**
- **Bush Fires Advisory Committee**
- **CEO Performance Review Committee**
- **Local Emergency Management Committee**
- **Roadwise Advisory Committee**
- **Sustainability Advisory Committee**
- **Trails Development Advisory Committee**

- **Youth Services Advisory Committee**

2. ***That the CEO present a report to the November 2021 ordinary Council meeting providing a draft Instrument of Appointment for a new Youth Services Advisory Committee and at that time Council also determine elected member and community membership. To inform preparation of that report the CEO is to consult with Blackwood Youth Action on its recommendations on the functions of the Youth Services Advisory Committee and also present a report to the November 2021 Concept Forum to allow councillor input into the intended role and functions of the Committee.***

Carried by Absolute Majority 9/0

Reason for Council Resolving Contrary to Officer Recommendation

There is a need to re-establish the Youth Services Advisory Committee. The intended role and functions of the Committee needs to be determined after consultation with Blackwood Youth Action and further discussion by councillors prior to an Instrument of Appointment for the Committee being considered by Council next month.

Council Decision Moved Cr Bookless, Seconded Cr Quinby

C.04/1021a That Council invokes clause 18.1 of the Standing Orders at 5.57pm to allow for informal discussion of Committees and proposed representation.

Carried 9/0

Council Decision Moved Cr Bookless, Seconded Cr Mahoney

C.04/1021b That application of clause 18.1 of the Standing Orders cease at 6.09pm

Carried 9/0

ITEM NO.	C.05/1021	FILE REF.	220
SUBJECT	Audit Committee		
OFFICER	Chief Executive Officer		
DATE OF REPORT	20 October 2021		

Attachment 2 Instrument of Appointment & Delegation 2021-23 - Audit Committee

OFFICER RECOMMENDATION 1

That Council endorses the Instrument of Appointment & Delegation for the Audit Committee as shown in Attachment 2 subject to the following:

1. *The membership of the Committee is to be four (4) elected members.*
2. *The quorum for the Committee shall be 2.*
3. *Meetings of the Committee shall be at least twice in a financial year.*
4. *The termination of the Committee shall be as at 21 October 2023 or otherwise as specified in the Local Government Act 1995.*
5. *The Committee shall operate in strict accord with its governing Instrument of Appointment & Delegation.*

6. *Any change of Committee Membership will require endorsement by the Council.*

OFFICER RECOMMENDATION 2

Council to determine the elected member representation.

Summary/Purpose

Committees established under Section 5.9 of the Local Government Act are required to have their members appointed by an absolute majority vote and have an Instrument of Appointment & Delegation endorsed by Council.

Background

It is a requirement of the *Local Government Act 1995* for local governments to establish an Audit Committee.

The primary objective of the Audit Committee is to accept responsibility for the annual external audit and meet with the local government's auditor (at least once in every year) so that Council can be satisfied with the performance of the local government in managing its financial affairs.

Officer Comment

Council is to determine Committee membership.

For the 2019-21 term elected member representatives were former Crs Nicholas and Moore and Crs Bookless and Quinby

Statutory Environment

- Local Government Act 1995, clauses 5.8, 5.9(2)(d) through to 5.25
- Shire of Bridgetown-Greenbushes Standing Orders, clause 17.1 – 17.4

Integrated Planning

- Strategic Community Plan
 - Outcome 13 – proactive, visionary leaders who respond to community needs
 - Objective 13.1 – strengthen leadership and advocacy
- Corporate Business Plan – Nil
- Long Term Financial Plan – Nil
- Asset Management Plans – Not applicable
- Workforce Plan – Not applicable
- Other Integrated Planning – Nil

Policy/Strategic Implications

Council Policy M.20 – “Establishment of Council Committees” requires Council to clearly articulate a tight, well understood brief or set of deliverables which are achievable in any necessary timeframe. These shall be incorporated into an Instrument of Appointment. Every Committee will be guided by such a document.

Budget Implications

Nil for the establishment of the Committee

Whole of Life Accounting - Not Applicable

Risk Management - Nil

Voting Requirements - Absolute Majority

Council Decision *Moved Cr Rose, Seconded Cr Quinby*
C.05/1021 *That Council endorses the Instrument of Appointment & Delegation for the Audit Committee as shown in Attachment 2 subject to the following:*

1. *The membership of the Committee is to be four (4) elected members.*
2. *The quorum for the Committee shall be 2.*
3. *Meetings of the Committee shall be at least twice in a financial year.*
4. *The termination of the Committee shall be as at 21 October 2023 or otherwise as specified in the Local Government Act 1995.*
5. *The Committee shall operate in strict accord with its governing Instrument of Appointment & Delegation.*
6. *Any change of Committee Membership will require endorsement by the Council.*

Carried by Absolute Majority 9/0

Council Decision *Moved Cr Johnson, Seconded Cr Mountford*
C.05/1021a *Council determine the elected member representation on the Audit Committee as being Cr Bookless, Cr Mahoney, Cr Quinby and Cr Rose.*
Carried by Absolute Majority 9/0

ITEM NO.	C.06/1021	FILE REF.	220
SUBJECT	Bush Fires Advisory Committee		
OFFICER	Chief Executive Officer		
DATE OF REPORT	20 October 2021		

Attachment 3 Instrument of Appointment & Delegation 2021-23 - Bush Fires Advisory Committee

OFFICER RECOMMENDATION 1

That Council endorses the Instrument of Appointment & Delegation for the Bush Fires Advisory Committee as shown in Attachment 3 subject to the following:

1. *The membership shall consist of:*
 - *Maximum of two (2) Elected Members*
 - *CEO (or his representative)*
 - *Chief Fire Control Officer*
 - *Fire Control Officers (or his/her deputies) for each of the Shire's Bush Fire Brigades*
 - *Bridgetown Volunteer Fire & Rescue Service representative*
2. *The quorum for the Committee shall be at least 50% of the number of offices of committee members, whether vacant or not.*

3. *Meetings of the Committee shall be held at least twice per year at dates to be determined by the Committee.*
4. *The termination of the Committee shall be as at 21 October 2023 or otherwise as specified in the Local Government Act 1995.*
5. *The Committee shall operate in strict accord with its governing Instrument of Appointment & Delegation.*
6. *Any change of Committee Membership will require endorsement by the Council.*

OFFICER RECOMMENDATION 2

Council to determine the elected member representation.

Summary/Purpose

Committees established under Section 5.9 of the Local Government Act are required to have their members appointed by an absolute majority vote and have an Instrument of Appointment & Delegation endorsed by Council.

Background

The establishment of the Bush Fires Advisory Committee is specifically for the ongoing task of providing advice to Council on all matters relating to bush fire control, prevention and management. This includes recommendations on annual firebreak requirements, review of firefighting/prevention practices, firefighting training, etc.

Due to the purpose of this Committee, the Committee may invite representatives from government agencies (such as DFES and DBCA) or private plantation companies to participate in meetings however such persons will not be entitled to vote on any matter brought before the Committee.

Officer Comment

Rather than listing FCO positions by personal name the updated Instrument of Appointment lists the position only. This negates the need to amend the Instrument of Appointment if an FCO change occurs and is reflected in the updated Instrument of Appointment that forms Attachment 3.

Committee membership, other than elected member representation, is proposed to be unchanged from the previous Bush Fire Advisory Committee that's term expired on 16 October 2021.

For the 2019-21 term elected member representatives were Crs Pratico and Boyle.

Statutory Environment

- Local Government Act 1995, clauses 5.8, 5.9(2)(d) through to 5.25
- Shire of Bridgetown-Greenbushes Standing Orders, clause 17.1 – 17.4

Integrated Planning

➤ Strategic Community Plan

Outcome 13 – proactive, visionary leaders who respond to community needs

Objective 13.1 – strengthen leadership and advocacy

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

Policy/Strategic Implications

Council Policy M.20 – “Establishment of Council Committees” requires Council to clearly articulate a tight, well understood brief or set of deliverables which are achievable in any necessary timeframe. These shall be incorporated into an Instrument of Appointment. Every Committee will be guided by such a document.

Budget Implications

Nil for the establishment of the Committee

Whole of Life Accounting - Not Applicable

Risk Management - Nil

Voting Requirements - Absolute Majority

Council Decision Moved Cr Pratico, Seconded Cr Boyle

C.06/1021 That Council endorses the Instrument of Appointment & Delegation for the Bush Fires Advisory Committee as shown in Attachment 3 subject to the following:

- 1. The membership shall consist of:**
 - **Maximum of two (2) Elected Members**
 - **CEO (or his representative)**
 - **Chief Fire Control Officer**
 - **Fire Control Officers (or his/her deputies) for each of the Shire's Bush Fire Brigades**
 - **Bridgetown Volunteer Fire & Rescue Service representative**
- 2. The quorum for the Committee shall be at least 50% of the number of offices of committee members, whether vacant or not.**
- 3. Meetings of the Committee shall be held at least twice per year at dates to be determined by the Committee.**
- 4. The termination of the Committee shall be as at 21 October 2023 or otherwise as specified in the Local Government Act 1995.**
- 5. The Committee shall operate in strict accord with its governing Instrument of Appointment & Delegation.**
- 6. Any change of Committee Membership will require endorsement by the Council.**

Carried by Absolute Majority 9/0

Council Decision Moved Cr Pratico, Seconded Cr Mountford

C.06/1021a Council determine the elected member representation on the Bush Fires Advisory Committee as being Cr Pratico and Cr Boyle.

Carried by Absolute Majority 9/0

ITEM NO.	C.07/1021	FILE REF.	220
SUBJECT	Local Emergency Management Committee		
OFFICER	Chief Executive Officer		
DATE OF REPORT	20 October 2021		

Attachment 4 Instrument of Appointment & Delegation 2021-23 - Local Emergency Management Committee

OFFICER RECOMMENDATION 1

That Council endorses the Instrument of Appointment & Delegation for the Local Emergency Management Committee (LEMC) as shown in Attachment 4 subject to the following:

1. *This Committee is established as an Advisory Committee under Section 5.9(2)(d) of the Local Government Act 1995.*
2. *The membership shall consist of:*
 - *Three (3) Elected Members, one being the President who will be Chairman of the Committee.*
 - *The Shire's Recovery Coordinator and Deputy Recovery Coordinator.*
 - *The Shire's Chief Bush Fire Control Officer.*
 - *One (1) representative from each of the following agencies:*
 - *Police Department (Deputy Chairman)*
 - *State Emergency Service (SES)*
 - *Bridgetown Volunteer Fire & Rescue*
 - *St John Ambulance*
 - *St John Ambulance Regional Community Paramedic*
 - *Bridgetown Hospital*
 - *Department of Fire & Emergency Services (DFES)*
 - *Department of Biodiversity Conservation and Attractions (DBCA)*
 - *Talison Lithium*
 - *Red Cross*
 - *Department of Communities*
 - *Water Corporation*
 - *Western Power*
 - *Education Department*
 - *State Emergency Management Committee (SEMC) Officer as an ex-officio member*
3. *The quorum for the Committee shall be at least 50% of the number of offices of committee members, whether vacant or not.*
4. *Meetings of the Committee shall be held during February, May, August and November each year.*

5. *The termination of the Committee shall be as at 21 October 2021 or otherwise as specified in the Local Government Act 1995.*
6. *The Committee shall operate in strict accord with its governing Instrument of Appointment & Delegation.*
7. *Any change of Committee Membership will require endorsement by the Council.*

OFFICER RECOMMENDATION 2

Council note the Shire President as one of its two elected member representatives on the Committee and determine its other elected member representation. Furthermore Council is to appoint the Presiding Member and Deputy Presiding Member.

Summary/Purpose

Committees established under Section 5.9 of the Local Government Act are required to have their members appointed by an absolute majority vote and have an Instrument of Appointment & Delegation endorsed by Council.

Background

It should be noted that it is a requirement under the *Emergency Management Act 2005* that the emergency management arrangements for the local district are maintained and that a LEMC be established.

Although this Committee is proposed to be established as an “Advisory” Committee as per section 5.9(2)(d) of the Local Government Act, it is named according to the requirements of the Emergency Management Act.

Officer Comment

Committee membership is proposed to be unchanged from the previous LEMC that’s term expired on 16 October 2021.

For the 2019-21 term elected member representatives were former Crs Nicholas and Wilson and Cr Pratico.

Statutory Environment

- Local Government Act 1995, clauses 5.8, 5.9(2)(d) through to 5.25
- Shire of Bridgetown-Greenbushes Standing Orders, clause 17.1 – 17.4

Integrated Planning

- Strategic Community Plan
 - Outcome 13 – proactive, visionary leaders who respond to community needs
 - Objective 13.1 – strengthen leadership and advocacy
- Corporate Business Plan – Nil
- Long Term Financial Plan – Nil
- Asset Management Plans – Not applicable
- Workforce Plan – Not applicable
- Other Integrated Planning – Nil

Policy/Strategic Implications

Council Policy M.20 – “Establishment of Council Committees” requires Council to clearly articulate a tight, well understood brief or set of deliverables which are achievable in any necessary timeframe. These shall be incorporated into an Instrument of Appointment. Every Committee will be guided by such a document.

Budget Implications

Nil for the establishment of the Committee

Whole of Life Accounting - Not Applicable

Risk Management - Nil

Voting Requirements - Absolute Majority

Council Decision

Moved Cr Mahoney, Seconded Cr Rose

C.07/1021 That Council endorses the Instrument of Appointment & Delegation for the Local Emergency Management Committee (LEMC) as shown in Attachment 4 subject to the following:

- 1. This Committee is established as an Advisory Committee under Section 5.9(2)(d) of the Local Government Act 1995.***
- 2. The membership shall consist of:***
 - Three (3) Elected Members, one being the President who will be Chairman of the Committee.***
 - The Shire’s Recovery Coordinator and Deputy Recovery Coordinator.***
 - The Shire’s Chief Bush Fire Control Officer.***
 - One (1) representative from each of the following agencies:***
 - Police Department (Deputy Chairman)***
 - State Emergency Service (SES)***
 - Bridgetown Volunteer Fire & Rescue***
 - St John Ambulance***
 - St John Ambulance Regional Community Paramedic***
 - Bridgetown Hospital***
 - Department of Fire & Emergency Services (DFES)***
 - Department of Biodiversity Conservation and Attractions (DBCA)***
 - Talison Lithium***
 - Red Cross***
 - Department of Communities***
 - Water Corporation***
 - Western Power***
 - Education Department***
 - State Emergency Management Committee (SEMC) Officer as an ex-officio member***
- 3. The quorum for the Committee shall be at least 50% of the number of offices of committee members, whether vacant or not.***

4. ***Meetings of the Committee shall be held during February, May, August and November each year.***
5. ***The termination of the Committee shall be as at 21 October 2021 or otherwise as specified in the Local Government Act 1995.***
6. ***The Committee shall operate in strict accord with its governing Instrument of Appointment & Delegation.***
7. ***Any change of Committee Membership will require endorsement by the Council.***

Carried by Absolute Majority 9/0

Council Decision Moved Cr Mahoney, Seconded Cr Boyle

C.07/1021a Council note the Shire President as one of its two elected member representatives on the Local Emergency Management Committee and confirm Cr Pratico as its other elected member representation. Furthermore Council appoints Cr Bookless as the Presiding Member and Cr Pratico as the Deputy Presiding Member of the Committee.

Carried by Absolute Majority 9/0

ITEM NO.	C.08/1021	FILE REF.	220
SUBJECT	Roadwise Advisory Committee		
OFFICER	Chief Executive Officer		
DATE OF REPORT	20 October 2021		

Attachment 5 Instrument of Appointment & Delegation 2021-23 - Roadwise Advisory Committee

OFFICER RECOMMENDATION 1

That Council endorses the Instrument of Appointment & Delegation for the Roadwise Advisory Committee as shown in Attachment 5 subject to the following:

1. ***The membership shall consist of:***
 - ***A minimum of one (1) elected member***
 - ***One (1) representative from each of the following organisations:***
 - ***Country Women's Association, Bridgetown***
 - ***Bridgetown Volunteer Fire & Rescue Service***
 - ***Bridgetown Police***
 - ***St John Ambulance***
 - ***Bridgetown Primary School***
 - ***Bridgetown High School***
 - ***St Brigid's School, Bridgetown***
 - ***Department of Fire & Emergency Services***
 - ***Community Representative (Glen Norris)***
2. ***The quorum for the Committee shall be at least 50% of the offices of committee members, whether vacant or not. At least one Council representative must be present at all meetings.***

3. *The Committee should meet on at least five occasions each year.*
4. *The termination of the Committee shall be as at 21 October 2023 or otherwise as specified in the Local Government Act 1995.*
5. *The Committee shall operate in strict accord with its governing Instrument of Appointment and Delegation.*
6. *Any change of Committee Membership will require endorsement by Council.*

OFFICER RECOMMENDATION 2

Council to determine the elected member representation.

Summary/Purpose

Committees established under Section 5.9 of the Local Government Act are required to have their members appointed by an absolute majority vote and have an Instrument of Appointment & Delegation endorsed by Council.

Background

The Roadwise Advisory Committee has been involved with road safety education and awareness in the past including hosting the annual 'Blessing of the Roads' ceremony and the "Mystery Tour of Life" program with Year 10 High School students from Bridgetown and Boyup Brook schools.

Officer Comment

For the 2019-21 term elected member representatives were former Cr Moore and Cr Pratico.

Due to extended leave the representative from the Bridgetown High School wasn't able to attend meetings in 2021 however the high school's membership should be maintained. There hasn't been any interest from Greenbushes Primary School in taking up membership.

Statutory Environment

- Local Government Act 1995, clauses 5.8, 5.9(2)(d) through to 5.25
- Shire of Bridgetown-Greenbushes Standing Orders, clause 17.1 – 17.4

Integrated Planning

➤ Strategic Community Plan

Outcome 13 – proactive, visionary leaders who respond to community needs
Objective 13.1 – strengthen leadership and advocacy

- Corporate Business Plan – N/A
- Long Term Financial Plan – N/A
- Asset Management Plans – N/A
- Workforce Plan – N/A
- Other Integrated Planning – N/A

Policy/Strategic Implications

Council Policy M.20 – “Establishment of Council Committees” requires Council to clearly articulate a tight, well understood brief or set of deliverables which are achievable in any necessary timeframe. These shall be incorporated into an Instrument of Appointment. Every Committee will be guided by such a document.

Budget Implications

Nil for the establishment of the Committee

Whole of Life Accounting - Not Applicable

Risk Management - Nil

Voting Requirements - Absolute Majority

**Council Decision Moved Cr Mountford, Seconded Cr Quinby
C.08/1021 That Council endorses the Instrument of Appointment & Delegation for the Roadwise Advisory Committee as shown in Attachment 5 subject to the following:**

1. ***The membership shall consist of:***
 - ***A minimum of one (1) elected member***
 - ***One (1) representative from each of the following organisations:***
 - ***Country Women’s Association, Bridgetown***
 - ***Bridgetown Volunteer Fire & Rescue Service***
 - ***Bridgetown Police***
 - ***St John Ambulance***
 - ***Bridgetown Primary School***
 - ***Bridgetown High School***
 - ***St Brigid’s School, Bridgetown***
 - ***Department of Fire & Emergency Services***
 - ***Community Representative (Glen Norris)***
2. ***The quorum for the Committee shall be at least 50% of the offices of committee members, whether vacant or not. At least one Council representative must be present at all meetings.***
3. ***The Committee should meet on at least five occasions each year.***
4. ***The termination of the Committee shall be as at 21 October 2023 or otherwise as specified in the Local Government Act 1995.***
5. ***The Committee shall operate in strict accord with its governing Instrument of Appointment and Delegation.***
6. ***Any change of Committee Membership will require endorsement by Council.***

Carried by Absolute Majority 9/0

Council Decision *Moved Cr Bookless, Seconded Cr Pratico*
C.08/1021a *Council determine the elected member representation on the Roadwise Advisory Committee as being Cr Pratico.*
Carried by Absolute Majority 9/0

Council Decision *Moved Cr Lansdell, Seconded Cr Pratico*
C.08/1021b *That the Greenbushes Primary School be invited to appoint a representative on the Roadwise Advisory Committee. If the invitation is accepted a report is to be presented to a future Council meeting amending the Committee's Instrument of Appointment to reflect representation from the Greenbushes Primary School.*
Carried 9/0

Reason for Resolving Contrary to Officer Recommendation

The Greenbushes Primary School should be invited to see if it wishes to have representation on the Committee.

ITEM NO.	C.09/1021	FILE REF.	220
SUBJECT	CEO Performance Review Committee		
OFFICER	Chief Executive Officer		
DATE OF REPORT	20 October 2021		

Attachment 6 Instrument of Appointment & Delegation 2021-23 - CEO Performance Review Committee

OFFICER RECOMMENDATION 1

That Council endorses the Instrument of Appointment & Delegation for the CEO Performance Review Committee as shown in Attachment 6 subject to the following:

- 1. The membership of the Committee is to be 3 elected members.*
- 2. The quorum for the Committee shall be 2.*
- 3. Meetings of the Committee shall be held as required or determined by the Committee members.*
- 4. The termination of the Committee shall be as at 21 October 2023 or otherwise as specified in the Local Government Act 1995.*
- 5. The Committee shall operate in strict accord with its governing Instrument of Appointment & Delegation.*
- 6. Any change of Committee Membership will require endorsement by the Council.*

OFFICER RECOMMENDATION 2

Council to determine the elected member representation.

Summary/Purpose

Committees established under Section 5.9 of the Local Government Act are required to have their members appointed by an absolute majority vote and have an Instrument of Appointment & Delegation endorsed by Council.

Background

The CEO Performance Review Committee assists the Council in the annual review process of the CEO and the setting (and review) of Key Performance Indicators (KPI's) for the ensuing 12 month period that reflect the CEO's personal performance and also that for the organisation as a whole.

The contract of employment with the CEO sets out a procedure for performance review. Under that contract, Council can delegate the conduct of the performance review to nominated person(s) or alternatively to a Committee. Council needs to determine whether it wishes to delegate power to the Committee or restrict the role of the Committee to making recommendations to the Council.

Officer Comment

For the 2019-21 term elected member representatives were former Cr Nicholas, Crs Johnson and Bookless.

Statutory Environment

- Local Government Act 1995, clauses 5.8, 5.9(2)(d) through to 5.25
- Shire of Bridgetown-Greenbushes Standing Orders, clause 17.1 – 17.4

Integrated Planning

- Strategic Community Plan
 - Outcome 13 – proactive, visionary leaders who respond to community needs
 - Objective 13.1 – strengthen leadership and advocacy
- Corporate Business Plan – Nil
- Long Term Financial Plan – Nil
- Asset Management Plans – Not applicable
- Workforce Plan – Not applicable
- Other Integrated Planning – Nil

Policy/Strategic Implications

Council Policy M.20 – “Establishment of Council Committees” requires Council to clearly articulate a tight, well understood brief or set of deliverables which are achievable in any necessary timeframe. These shall be incorporated into an Instrument of Appointment. Every Committee will be guided by such a document.

Budget Implications

Nil for the establishment of the Committee

Whole of Life Accounting - Not Applicable

Risk Management - Nil

Voting Requirements - Absolute Majority

Council Decision *Moved Cr Bookless, Seconded Cr Quinby*
C.09/1021 *That Council endorses the Instrument of Appointment & Delegation for the CEO Performance Review Committee as shown in Attachment 6 subject to the following:*

- 1.** *The membership of the Committee is to be 4 elected members.*
- 2.** *The quorum for the Committee shall be 2.*
- 3.** *Meetings of the Committee shall be held as required or determined by the Committee members.*
- 4.** *The termination of the Committee shall be as at 21 October 2023 or otherwise as specified in the Local Government Act 1995.*
- 5.** *The Committee shall operate in strict accord with its governing Instrument of Appointment & Delegation.*
- 6.** *Any change of Committee Membership will require endorsement by the Council.*

Carried by Absolute Majority 9/0

Reason for Resolving Contrary to Officer Recommendation

The number of elected members on the Committee was increased from 3 to 4 as 4 wished to be members.

Council Decision *Moved Cr Pratico, Seconded Cr Mountford*
C.06/1021a *Council determine the elected member representation on the CEO Performance Review Committee as being Cr Bookless, Cr Rose, Cr Mountford and Cr Mahoney.*

Carried by Absolute Majority 9/0

ITEM NO.	C.10/1021	FILE REF.	220
SUBJECT	Access and Inclusion Advisory Committee		
OFFICER	Chief Executive Officer		
DATE OF REPORT	20 October 2021		

Attachment 7 Instrument of Appointment & Delegation 2021-23 - Access & Inclusion Advisory Committee

OFFICER RECOMMENDATION 1

That Council endorse the Instrument of Appointment & Delegation for the Access & Inclusion Advisory Committee as shown in Attachment 7 subject to the following:

- 1.** *The membership shall consist of:*
 - *A minimum of one (1) elected member*
 - *A maximum of 8 community and service agency representatives, consisting of:*

- Claire Quinn
 - Joan Leader
 - Jana Mayhew
 - Roberta Waterman
 - Warren Boggs
 - Ursula Wade
 - A representative from Silverchain
 - A representative from Community Home Care
2. *The quorum for the Committee shall be at least 50% of the number of offices of committee members, whether vacant or not.*
 3. *The Committee shall meet on at least four occasions per year.*
 4. *The termination of the Committee shall be as at 21 October 2023 or otherwise as specified in the Local Government Act 1995.*
 5. *The Committee shall operate in strict accord with its governing Instrument of Appointment & Delegation.*
 6. *Any change of Committee Membership will require endorsement by the Council.*

OFFICER RECOMMENDATION 2

That Council determine the elected member representation on the Access and Inclusion Advisory Committee.

Summary/Purpose

Committees established under Section 5.9 of the Local Government Act are required to have their members appointed by an absolute majority vote and have an Instrument of Appointment & Delegation endorsed by Council.

Background

Section 28 of the *Disability Services Act 1993* requires a 'public authority' to have a Disability Access and Inclusion Plan. The Plan must be reviewed from time to time but not more than 5 years since it was lodged with the Disability Commission. In addition, a local government must include a report regarding the implementation of its Disability Access and Inclusion Plan in its Annual Report.

The Seniors Advisory Committee and the Disability Access and Inclusion Committee were combined several years ago due to the synergies in issues faced in each of the target groups.

Officer Comment

Rather than listing the names of the committee members and specific service agencies in the Instrument of Appointment, the updated Instrument of Appointment specifies a maximum number of community members and service agency representatives. The service providers operating within the Shire for seniors and people with disability change often. The amendments made to the Instrument of Appointment 2019-2021 negates the need to amend the Instrument of Appointment

& Delegation when new agencies begin to service community members in the Shire or established agencies close down/merge with other service providers.

The community member names are not listed in the revised Instrument of Appointment but will be listed in the report to Council, this ensures that there is a limit on the number of committee members and members can be included or removed without revising the Instrument of Appointment & Delegation. Changes to committee membership will be presented to Council for consideration and endorsement via a report to Council, however, the Instrument of Appointment & Delegation will not require an amendment.

The two (2) service agency representatives will be from:

- Community Home Care
- Silverchain

The 2019-21 term elected member representatives were former Cr Wilson and Cr Johnson.

Statutory Environment

- Local Government Act 1995, clauses 5.8, 5.9(2)(d) through to 5.25
- Shire of Bridgetown-Greenbushes Standing Orders, clause 17.1 – 17.4

Integrated Planning

- Strategic Community Plan
 - Outcome 13 – proactive, visionary leaders who respond to community needs
 - Objective 13.1 – strengthen leadership and advocacy
- Corporate Business Plan
- Long Term Financial Plan – Nil
- Asset Management Plans – Not applicable
- Workforce Plan – Not applicable
- Other Integrated Planning – Nil

Policy/Strategic Implications

Council Policy M.20 – “Establishment of Council Committees” requires Council to clearly articulate a tight, well understood brief or set of deliverables which are achievable in any necessary timeframe. These shall be incorporated into an Instrument of Appointment. Every Committee will be guided by such a document.

Budget Implications

Nil for the establishment of the Committee

Whole of Life Accounting - Not Applicable

Risk Management - Nil

Voting Requirements - Absolute Majority

Council Decision Moved Cr Johnson, Seconded Cr Boyle

C.10/1021 That Council endorse the Instrument of Appointment & Delegation for the Access & Inclusion Advisory Committee as shown in Attachment 7 subject to the following:

- 1. The membership shall consist of:**
 - **A minimum of one (1) elected member**
 - **A maximum of 8 community and service agency representatives, consisting of:**
 - **Claire Quinn**
 - **Joan Leader**
 - **Jana Mayhew**
 - **Roberta Waterman**
 - **Warren Boggs**
 - **Ursula Wade**
 - **A representative from Silverchain**
 - **A representative from Community Home Care**
- 2. The quorum for the Committee shall be at least 50% of the number of offices of committee members, whether vacant or not.**
- 3. The Committee shall meet on at least four occasions per year.**
- 4. The termination of the Committee shall be as at 21 October 2023 or otherwise as specified in the Local Government Act 1995.**
- 5. The Committee shall operate in strict accord with its governing Instrument of Appointment & Delegation.**
- 6. Any change of Committee Membership will require endorsement by the Council.**

Carried by Absolute Majority 9/0

Council Decision Moved Cr Bookless, Seconded Cr Pratico

C.10/1021a Council determine the elected member representation on the Access and Inclusion Advisory Committee as being Cr Johnson, Cr Quinby and Cr Rose.

Carried by Absolute Majority 9/0

Council Decision Moved Cr Rose, Seconded Cr Mahoney

C.10/1021b That the CEO report to the November 2021 Council meeting on a possible amendment to the Instrument of Appointment for the Access and Inclusion Advisory Committee to include 'cultural inclusion' as an objective and function of the Committee.

Carried 9/0

Reason for Resolving Contrary to Officer Recommendation

Cultural inclusion is not currently addressed by the Access and Inclusion Advisory Committee.

ITEM NO.	C.11/1021	FILE REF.	220
SUBJECT	Sustainability Advisory Committee		
OFFICER	Chief Executive Officer		
DATE OF REPORT	20 October 2021		

Attachment 8 Instrument of Appointment & Delegation 2021-23 - Sustainability Advisory Committee

OFFICER RECOMMENDATION 1

That Council endorses the Instrument of Appointment & Delegation for the Sustainability Advisory Committee as shown in Attachment 8 subject to the following:

- 1. The membership shall consist of two (2) elected members and a maximum of six (6) community members. The community members are to be:*
 - Mikkel Christensen*
 - Adrian Williams*
 - Hal Reid*
 - Floyd Browne*
 - Vacant (2 positions)*
- 2. The quorum for the Committee shall be at least 50% of the number of offices of committee members, whether vacant or not.*
- 3. The Committee shall meet on at least one occasion every four months.*
- 4. The termination of the Committee shall be as at 21 October 2023 or otherwise as specified in the Local Government Act 1995.*
- 5. The Committee shall operate in strict accord with its governing Instrument of Appointment & Delegation.*
- 6. Any change of Committee Membership will require endorsement by the Council.*

OFFICER RECOMMENDATION 2

Council to determine the elected member representation.

Summary/Purpose

Committees established under Section 5.9 of the Local Government Act are required to have their members appointed by an absolute majority vote.

Background

The primary role of the Sustainability Advisory Committee is developing a leadership role in the community and recommending to Council potential introduction of incentives, initiatives and recommendations which can be introduced into the operations of the Shire, policy setting process, strategic planning, etc. to :-

1. Reduce the impacts on the natural environment
2. Reduce the impacts on the climate
3. Initiate sustainable management of resources

Officer Comment

This Committee did experience problems throughout its last term obtaining a quorum at meetings as a number of members were unable to attend for long periods of time due to work or personal commitments. To ensure this doesn't continue the number of community representative positions is recommended to be reduced from 8 to 6.

There remains 4 current community members on the Committee and it is recommended these members be reappointed:

- Mikkel Christensen
- Adrian Williams
- Hal Reid
- Floyd Browne

Advertising for filling of the 2 vacant positions would occur with appointments to be ratified by Council in due course.

For the 2019-21 term elected member representatives were Crs Boyle and Quinby.

Statutory Environment

- Local Government Act 1995, clauses 5.8, 5.9(2)(d) through to 5.25
- Shire of Bridgetown-Greenbushes Standing Orders, clause 17.1 – 17.4

Integrated Planning

- Strategic Community Plan
 - Outcome 13 – proactive, visionary leaders who respond to community needs
 - Objective 13.1 – strengthen leadership and advocacy
- Corporate Business Plan – Nil
- Long Term Financial Plan – Not applicable
- Asset Management Plans – Not applicable
- Workforce Plan – Not applicable
- Other Integrated Planning – Nil

Policy/Strategic Implications

Council Policy M.20 – “Establishment of Council Committees” requires Council to clearly articulate a tight, well understood brief or set of deliverables which are achievable in any necessary timeframe. These shall be incorporated into an Instrument of Appointment. Every Committee will be guided by such a document.

Budget Implications

Nil for the establishment of the Committee

Whole of Life Accounting - Not Applicable

Risk Management - Nil

Voting Requirements - Absolute Majority

Council Decision

Moved Cr Pratico, Seconded Cr Mahoney

C.11/1021 That Council endorses the Instrument of Appointment & Delegation for the Sustainability Advisory Committee as shown in Attachment 8 subject to the following:

- 1. The membership shall consist of two (2) elected members and a maximum of six (6) community members. The community members are to be:***
 - Mikkel Christensen***
 - Adrian Williams***
 - Hal Reid***
 - Floyd Browne***
 - Vacant (2 positions)***
- 2. The quorum for the Committee shall be at least 50% of the number of offices of committee members, whether vacant or not.***
- 3. The Committee shall meet on at least one occasion every four months.***
- 4. The termination of the Committee shall be as at 21 October 2023 or otherwise as specified in the Local Government Act 1995.***
- 5. The Committee shall operate in strict accord with its governing Instrument of Appointment & Delegation.***
- 6. Any change of Committee Membership will require endorsement by the Council.***

Carried by Absolute Majority 9/0

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

C.11/1021a Council determine the elected member representation on the Sustainability Advisory Committee as being Cr Boyle and Cr Lansdell.

Carried by Absolute Majority 9/0

ITEM NO.	C.12/1021	FILE REF.	220
SUBJECT	Trails Development Advisory Committee		
OFFICER	Chief Executive Officer		
DATE OF REPORT	20 October 2019		

Attachment 9 Instrument of Appointment 2021-23 - Trails Development Advisory Committee

OFFICER RECOMMENDATION 1

That Council endorses the Instrument of Appointment & Delegation for the Trails Development Advisory Committee as shown in Attachment 9 subject to the following:

- 1. The membership shall consist of:*
 - A minimum of One (1) elected member;*
 - One (1) representative from the Department of Biodiversity Conservation and Attractions (DBCA); and*
 - A maximum of six (6) community members*
- 2. The quorum for the Committee shall be at least 50% of the number of offices of committee members, whether vacant or not.*
- 3. The Committee shall meet on at least one occasion every four months.*
- 4. The termination of the Committee shall be as at 21 October 2023 or otherwise as specified in the Local Government Act 1995.*
- 5. The Committee shall operate in strict accord with its governing Instrument of Appointment & Delegation.*
- 6. Any change of Committee Membership will require endorsement by the Council.*

OFFICER RECOMMENDATION 2

That Council determines the elected member representation for the Trails Development Advisory Committee.

Summary/Purpose

Committees established under Section 5.9 of the Local Government Act are required to have their members appointed by an absolute majority vote.

Background

The Trails Development Advisory Committee has been active in identifying and developing trails within the Shire, advocating on local trails development in regional and state forums as well as working with the Warren Blackwood Alliance member Councils in the development regional trails.

Officer Comment

Rather than listing the names of the committee members in the Instrument of Appointment, the updated Instrument of Appointment and Delegation specifies a

maximum number of community members. The amendments made to the Instrument of Appointment & Delegation negate the need to amend the Instrument of Appointment & Delegation when committee membership changes allowing for a maximum number of committee members. Note the Instrument of Appointment will be recommended for amendment if in the future there is a need to exceed the maximum number of members. The committee member names and any subsequent changes will be listed in a report to Council for consideration endorsement.

There are currently 4 committee members on the Trails Development Advisory Committee, being;

- David Morton
- Paul Stephens
- Nick Maxfield
- Andrew Sandri (DBCA)

This Committee did experience problems throughout its last term obtaining a quorum at meetings as a number of members were unable to attend for long periods of time due to work or personal commitments. To ensure this doesn't continue the number of community representative positions is recommended to be reduced from 8 to 6.

Nominations for the vacant positions (2) on the Trails Development Advisory Committee will be sought via advertising on the Shire Facebook Page. The officer will report to Council to request endorsement of the new members after the process for nominations is complete.

The elected member representatives for the 2019-21 term was Cr Mountford and Cr Quinby.

Statutory Environment

- Local Government Act 1995, clauses 5.8, 5.9(2)(d) through to 5.25
- Shire of Bridgetown-Greenbushes Standing Orders, clause 17.1 – 17.4

Integrated Planning

- Strategic Community Plan
 - Outcome 13 – proactive, visionary leaders who respond to community needs
 - Objective 13.1 – strengthen leadership and advocacy
- Corporate Business Plan – Nil
- Long Term Financial Plan – Not applicable
- Asset Management Plans – Not applicable
- Workforce Plan – Not applicable
- Other Integrated Planning – Nil

Policy/Strategic Implications

Council Policy M.20 – “Establishment of Council Committees” requires Council to clearly articulate a tight, well understood brief or set of deliverables which are achievable in any necessary timeframe. These shall be incorporated into an Instrument of Appointment. Every Committee will be guided by such a document.

Budget Implications

Nil for the establishment of the Committee

Whole of Life Accounting - Not Applicable

Risk Management - Nil

Voting Requirements - Absolute Majority

Council Decision ***Moved Cr Mountford, Seconded Cr Pratico***
C.12/1021 That Council endorses the Instrument of Appointment & Delegation for the Trails Development Advisory Committee as shown in Attachment 9 subject to the following:

- 1. The membership shall consist of:***
 - A minimum of One (1) elected member;***
 - One (1) representative from the Department of Biodiversity Conservation and Attractions (DBCA); and***
 - A maximum of six (6) community members***
- 2. The quorum for the Committee shall be at least 50% of the number of offices of committee members, whether vacant or not.***
- 3. The Committee shall meet on at least one occasion every four months.***
- 4. The termination of the Committee shall be as at 21 October 2023 or otherwise as specified in the Local Government Act 1995.***
- 5. The Committee shall operate in strict accord with its governing Instrument of Appointment & Delegation.***
- 6. Any change of Committee Membership will require endorsement by the Council.***

Carried by Absolute Majority 9/0

Council Decision ***Moved Cr Rose, Seconded Cr Boyle***
C.06/1021a Council determine the elected member representation on the Trails Development Advisory Committee as being Cr Mountford.

Carried by Absolute Majority 9/0

ITEM NO.	C.13/1021	FILE REF.	220
SUBJECT	Council Delegates to External Committees		
OFFICER	Executive Assistant		
DATE OF REPORT	19 October 2021		

OFFICER RECOMMENDATION 1

That Council appoints delegates to the following Committees:

- South West WALGA Zone
- Regional Road Group (primary and deputy representative)
- Bridgetown Greenbushes Business & Tourism Association
- Warren Blackwood Alliance of Councils Climate Change Reference Group

OFFICER RECOMMENDATION 2

That Council's representatives on the Board of the Warren Blackwood Alliance of Councils be the Shire President and Deputy President.

Summary/Purpose

Appoint elected member representatives to external Committees affiliated with local government.

Background

During the term of the previous Council, various external Committees requested the appointment of a Councillor delegate. An external Committee is one not established by Council (under the Local Government Act 1995), but run independently by another organisation. Delegates can provide a brief (dot point) report on any decisions the particular Committee may make which may impact on Council or the community as a whole.

Although there is no formal policy to guide appointments to external Committees, Council in the past has based its decision on the following guideline:

"Council must ascertain if it thinks it appropriate to have a delegate and if so, the delegate be given direction and any specific guidance regarding reporting back to Council".

In addition, Council must be mindful that Councillors time is a precious (and often under-appreciated) resource. Council must therefore, when endorsing a nomination be mindful that it is satisfied that committing the resources will be of benefit to the Shire (as compared to the 'cost').

Committees which had a delegate during the 2019-2021 period were:

Warren Blackwood Alliance of Councils

The Alliance consists of membership from the Shires of Bridgetown-Greenbushes, Boyup Brook, Donnybrook-Balingup, Manjimup and Nannup. The constitution of the Alliance sets membership at 2 members from each Council. Meetings are held bi-monthly rotating amongst the five Councils.

The Alliance plays a strategic role in fostering relationships with the two other local governments and Council's position has always been, in the past, to have the President and Deputy President as its representatives, however this isn't mandated.

South West Zone of WALGA

The South West Zone of WALGA consists of membership of the twelve local governments of the South West region. Each Council appoints an elected member delegate to the Zone and he/she attends the bi-monthly meetings with the CEO.

The Zone meetings are normally held on the first Friday each second month on a rotating basis throughout the region. Meetings commence at 9am and conclude after lunch.

Cr Nicholas was the Shire's elected member representative on the Zone for 2019-2021. Ideally Council's representative should be the Shire President.

Regional Road Group (RRG)

The RRG is a sub-Committee of Main Roads WA with members consisting of Councillors and Officers from each of the Shires in the south west region and officers from MRWA. The group determines funding grants to each local authority on an annual basis and to ensure Bridgetown-Greenbushes attracts annual funding, it is important that a Council delegate with a keen interest in roads be appointed to this Committee.

For the period 2019-2021 Cr Pratico was the Shire's elected member representative and Cr Boyle was the deputy elected member representative.

Bridgetown Greenbushes Business & Tourism Association (BGBTA)

The BGBTA sees benefit in having an elected member representative on their Committee as two of their goals are the promotion of the Shire as a destination and growing of the local economy.

The previous elected member representative was Cr Bookless.

Statutory Environment – Nil

Integrated Planning

- Strategic Community Plan – Nil
- 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

Council delegates are able to use Council vehicles (if available) or receive payment for mileage (if using their own vehicle) when attending meetings.

Whole of Life Accounting - Not Applicable

Risk Management - Not Applicable

Continuous Improvement - Not Applicable

Voting Requirements - Simple Majority

Council Decision ***Moved Cr Bookless, Seconded Cr Lansdell***
C.13/1021 That Council invokes clause 18.1 of the Standing Orders at 6.34pm to allow for informal discussion of proposed representation.
Carried 9/0

Council Decision ***Moved Cr Bookless, Seconded Cr Mahoney***
C.04/1021a That application of clause 18.1 of the Standing Orders cease at 6.37pm.
Carried 9/0

Council Decision ***Moved Cr Pratico, Seconded Cr Johnson***
C.13/1021b That Council appoints the following delegates to the following Committees:

- ***South West WALGA Zone – Cr Bookless***
- ***Regional Road Group (primary and deputy representative) – Cr Pratico (primary representative) and Cr Boyle (deputy representative)***
- ***Bridgetown Greenbushes Business & Tourism Association – Cr Johnson***
- ***Warren Blackwood Alliance of Councils Climate Change Reference Group – Cr Boyle and Cr Lansdell***

Carried 9/0

Council Decision ***Moved Cr Quinby, Seconded Cr Mountford***
C.13/1021c That Council's representatives on the Board of the Warren Blackwood Alliance of Councils be the Shire President and Deputy President.
Carried 9/0

ITEM NO.	C.14/1021	FILE REF.	261
SUBJECT	WALGA Policy Proposal - Superannuation for Elected Members		
PROPONENT	Western Australian Local Government Association		
OFFICER	Chief Executive Officer		
DATE OF REPORT	18 October 2021		

Attachment 10 – WALGA Discussion Paper

OFFICER RECOMMENDATION

That Council:

1. *Not support WALGA proposed policy position that the Local Government Act 1995 be amended to require local governments to pay Elected Members, into a nominated superannuation account, an amount equivalent to the superannuation guarantee determined with reference to fees and allowances paid to each Elected Member.*

2. *Support advocacy to the Minister for Local Government to request that the Salaries and Allowances Tribunal, when allocating band ranges, consider sections 2.7 to 2.10 of the Local Government Act, which outlines the roles and responsibilities of local governments, councillors, mayors, presidents and their deputies, in the context of foregone superannuation guarantee contributions.*

Summary/Purpose

The Western Australian Local Government Association (WALGA) is seeking feedback on its draft policy position to advocate for Elected Members to be required to be paid superannuation.

Background

The recommended advocacy approach by WALGA is to propose that the *Local Government Act 1995* be amended to facilitate the payment of superannuation to Elected Members in addition to fees and allowances.

This approach avoids the problems associated with the current arrangements around the need to withhold income tax and pay fringe benefits tax.

Feedback from the Local Government sector will inform a WALGA State Council agenda item, which will be considered at the 1 December meeting of State Council. Following a State Council decision, advocacy will be undertaken by WALGA with the Minister for Local Government.

Officer Comment

To assist Council in considering this matter, the following comments are offered:

- Current Arrangements

Under current arrangements, Elected Members can voluntarily decide to have all or a portion of their allowances paid into a superannuation fund.

In addition, under the *Superannuation Guarantee (Administration) Act 1992* (Cth), local governments can unanimously resolve to be considered an 'eligible local governing body' through the *Taxation Administration Act 1953* (Cth). As a consequence of such a resolution, Elected Members would then be treated similarly to employees (for the purpose of payments) and the local government would be required to make superannuation contributions in addition to payment of allowances.

However, a resolution of this nature also has significant implications: pay as you go (PAYG) tax would be required to be withheld for remission to the Australian Taxation Office (ATO), and Fringe Benefit Tax (FBT) would be applicable to all benefits provided to Elected Members. For these reasons, local governments in Australia typically do not pursue this course of action.

- Approach in other Jurisdictions

Approaches in other jurisdictions are mixed, however the issue of superannuation entitlements for Elected Members has increasingly been the subject of public debate in other states of Australia.

In New South Wales (NSW), following a State-led discussion paper and consultation process, amendments to the NSW Local Government Act have been put forward that

would enable Councils to resolve to pay superannuation contributions from July 2022.

This mirrors the approach in Queensland where, under the State's Local Government Act, Councils may resolve to pay superannuation contributions to Elected Members.

Elected Members in Victoria are paid a cash loading equivalent to the superannuation guarantee, but this is not required to be paid into a superannuation fund. No superannuation is paid in Tasmania, South Australia or the Northern Territory.

- The case in support of WALGA's position

As has been well documented through recent inquiries into local government, *"the role of a Councillor is challenging. Councillors are responsible for overseeing a complex business – that provides a broad range of functions, manages significant public assets, and employs in some cases hundreds of staff – all in a political and publicly accountable environment."* (WALGA (2019) *Final Submission: Select Committee into Local Government*. Page 35).

It is crucial to the functioning of Local Government that Elected Members are appropriately remunerated for their time and contribution.

Payment of superannuation to Elected Members aligns with the objective of the superannuation system, which is "to provide income in retirement to substitute or supplement the Age Pension." (*Australian Government: The Treasury (2021) Superannuation Reforms*).

The suggested advocacy approach by WALGA is to propose that the *Local Government Act 1995* be amended to facilitate the payment of superannuation to Elected Members in addition to fees and allowances. This approach avoids the problems associated with the current arrangements around the need to pay fringe benefits tax.

A fundamental question relates to whether the proposed amendment to the *Local Government Act 1995* should *require* local governments to pay superannuation, or whether the decision to pay superannuation should be a decision of Council.

Under the principle of general competence, local governments should be empowered to manage their own affairs and the case could be made that this ought to extend to the payment of superannuation to Elected Members. However, as the superannuation system is underpinned by its universality, and there is potential for payment of superannuation to become a political debate around the Council table, a strong case can be made for the payment of superannuation to Elected Members to be a legislative requirement.

On balance, it is postulated that to achieve the objectives of the superannuation system and to avoid politicisation of the decision at a local level, payment of superannuation should be a universal entitlement for Elected Members and therefore a requirement of local governments contained in the *Local Government Act 1995*.

As is the case in other jurisdictions, the Salaries and Allowances Tribunal should not consider the payment of superannuation as part of their deliberative process.

Specifically, payment of superannuation, equivalent to the superannuation guarantee, should be over and above the fees and allowances determined by the Salaries and Allowances Tribunal.

Given the above, should Council determine to support WALGA's proposed amendment of the *Local Government Act 1995* to allow for superannuation payments the following wording for a motion in support of the WALGA position is recommended:

"That Council supports WALGA in its advocacy to the Minister for Local Government that the Local Government Act 1995 be amended to require local governments to pay Elected Members, into a nominated superannuation account, an amount equivalent to the superannuation guarantee determined with reference to fees and allowances paid to each Elected Member."

- The case against WALGA's proposed position

As has been mentioned previously, Elected Members can under current arrangements voluntarily decide to have all or a portion of their allowances paid into a superannuation fund.

The Salaries and Allowances Tribunal each year determines minimum/maximum bands for each level of local government, where under the Shire's current policy position Elected Members are paid the mid-point of the Band 2 entitlement. An alternative to legislative amendment to mandate superannuation guarantee contributions could be for the Tribunal to review the band levels in this context, and for individual local governments to set its payments to Elected Members at an appropriate level.

Of relevance also is a statement by the Tribunal in its most recent determination for Local Government Chief Executive Officers and Elected Members dated 8 April 2021, where the Tribunal emphasises at paragraph 17 of its preamble that *"fees and allowances, in lieu of reimbursement of expenses, provided to elected members are not considered payment for work performed in a manner akin to regular employment arrangements. Elected members are provided these fees and allowances to recognise the commitment of their time and to ensure they are not out of pocket for expenses properly incurred in the fulfilment of their duties."* The Tribunal's original 2013 determination stated that *"fees and allowances provided to elected members are not intended to be full time salaries for members."* The Tribunal continues to recognise the degree of voluntary community service in the role of elected members.

- Conclusion

The Officer Recommendation is reflective of the Salaries and Allowances Tribunal's established position on this matter, and therefore recommends that Council not support WALGA's proposal. However, WALGA could instead advocate for the Tribunal to review the Band levels in light of foregone superannuation contributions and adjust as deemed appropriate.

Statutory Environment

The proposed approach by WALGA seeks to advocate to the Minister for Local Government changes to the *Local Government Act 1995* to facilitate the payment of superannuation to Elected Members in addition to fees and allowances.

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

Based on Council's 2021/22 Members allowances the annual cost of paying superannuation would be \$10,876 with subsequent increases or decreases dependent upon the amount of allowances determined annually by Council.

Whole of Life Accounting - Nil

Risk Management

The possibility of paying superannuation to Elected Members in addition to their annual fees is expected to be a contentious community issue across the State. It is considered that any significant deviation from Elected Members current payment arrangements could generate external reputational risk. However this should be balanced against the type, nature and complexity of the role of a Councillor elected to represent the local communities across the State.

Voting Requirements – Simple Majority

Council Decision *Moved Cr Quinby, Seconded Cr Pratico*

C.14/1021 That Council:

- 1. Not support WALGA proposed policy position that the Local Government Act 1995 be amended to require local governments to pay Elected Members, into a nominated superannuation account, an amount equivalent to the superannuation guarantee determined with reference to fees and allowances paid to each Elected Member.***
- 2. Support advocacy to the Minister for Local Government to request that the Salaries and Allowances Tribunal, when allocating band ranges, consider sections 2.7 to 2.10 of the Local Government Act, which outlines the roles and responsibilities of local governments, councillors, mayors, presidents and their deputies, in the context of foregone superannuation guarantee contributions.***

Carried 9/0

ITEM NO.	C.15/1021	FILE REF.	209
SUBJECT	Rolling Action Sheet		
OFFICER	Executive Assistant		
DATE OF REPORT	22 September 2021		

Attachment 11 - 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 Pratico, Seconded Cr Quinby

C.15/1021 That the information contained in the Rolling Action Sheet be noted.

Carried 9/0

Corporate Services

ITEM NO.	C.16/1021	FILE REF.	750.2
SUBJECT	Solar Power System Replacements – Catterick and Maranup Bush Fire Stations		
OFFICER	Executive Manager Corporate Services		
DATE OF REPORT	19 October 2021		

OFFICER RECOMMENDATION

That Council:

- 1. Amends its 2021/22 Budget to include unbudgeted expenditure of \$8,452 for replacement of the solar power system at the Catterick Bush Fire Station.*
- 2. Amends its 2021/22 Budget to include unbudgeted expenditure of \$8,452 for replacement of the solar power system at the Maranup Bush Fire Station.*
- 3. Amends its 2021/22 budget to recognise additional Emergency Services Levy grant income of \$16,904 in account 1060170 as funding for the solar power system replacements.*

Summary/Purpose

To consider an ex-budget request for replacement of solar power systems at the Catterick and Maranup bush fire stations.

Background

The bush fire stations at both Catterick and Maranup rely solely on solar panels and battery infrastructure for all power needs. Officers at each brigade reported issues of no power being available for trucks or buildings. Due to age of the systems, batteries have failed resulting in loss of a reliable power source at the two fire stations.

A contractor was engaged to assess the systems and provide a report with recommendations as to the available options to ensure a reliable power source for the stations. Following receipt of the report, officers reviewed the recommendations and sought quotes on the preferred solution of replacement solar panels, controllers and batteries at both sites.

Officer Comment

Quotes have been received for the replacement systems and a preferred supplier has been identified. The 2021/22 Budget does not contain allocations for the replacement of these systems.

Contact was made with the Department of Fire and Emergency Services (DFES) to query if the replacement solar systems were eligible for funding via the Emergency Services Levy (ESL) grant allocations. Approval for replacement of the two new solar systems has been received from DFES and confirmation that the unbudgeted expenditure will be funded via additional ESL grant income.

Due to the impending fire season it is considered essential these upgrades are undertaken as soon as possible to ensure a reliable power source is available at the fire stations.

Statutory Environment

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

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

(a) is incurred in a financial year before the adoption of the annual budget by the local government; or

(b) is authorised in advance by resolution; or*

(c) is authorised in advance by the mayor or president in an emergency.

** Absolute majority required.*

(1a) In subsection (1) —

additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.

Integrated Planning

➤ Strategic Community Plan

Outcome 5 – Shared responsibility for climate action to strengthen resilience against climate-related hazards and natural disasters

Objective 5.1 – Develop community readiness to cope with natural disasters and emergencies

Objective 5.2 – Encourage the adoption of sustainable practices

Outcome 7 – Responsible and attractive growth and development

Objective 7.6 – Deliver defined levels of service to provide and maintain Shire assets in the most cost effective way

➤ Corporate Business Plan

Action 7.6.1 – Provide implementation of the long-term Shire buildings infrastructure renewal and upgrade plan

➤ Long Term Financial Plan – Nil

➤ Asset Management Plans

The proposed works will provide for part renewal of the existing buildings. Details of the works undertaken will be recorded in the asset register and incorporated into the next review of Council's asset management plans.

➤ Workforce Plan – Nil

➤ Other Integrated Planning – Nil

Policy - Nil

Budget Implications

There will be no impact on the Shire's end of year financial position as all proposed works are to be fully funded by additional grant income.

Whole of Life Accounting

The bush fire stations are listed with separate job numbers in Council's annual budget and the Building Capital & Maintenance Plan this ensures that the facilities

are maintained under a managed program. Data is collected at an individual asset level to ensure optimum whole of life costs can be monitored and considered.

Risk Management

It is critical all bush fire related infrastructure and equipment is fit for purpose and maintained to ensure optimum performance in the event of a bush fire emergency.

Voting Requirements – Absolute Majority

Council Decision ***Moved Cr Boyle, Cr Mahoney***

C.16/1021 That Council:

- 1. Amends its 2021/22 Budget to include unbudgeted expenditure of \$8,452 for replacement of the solar power system at the Catterick Bush Fire Station.***
- 2. Amends its 2021/22 Budget to include unbudgeted expenditure of \$8,452 for replacement of the solar power system at the Maranup Bush Fire Station.***
- 3. Amends its 2021/22 budget to recognise additional Emergency Services Levy grant income of \$16,904 in account 1060170 as funding for the solar power system replacements.***

Carried by Absolute Majority 9/0

ITEM NO.	C.17/1021	FILE REF.	131
SUBJECT	September 2021 Financial Activity Statements and List of Accounts Paid in September 2021		
OFFICER	Senior Finance Officer		
DATE OF REPORT	20 October 2021		

Attachment 12 – September 2021 Financial Activity Statements

Attachment 13 – List of Accounts Paid in September 2021

OFFICER RECOMMENDATION

- 1. That Council receives the September 2021 Financial Activity Statements as presented in Attachment 12.***
- 2. That Council receives the List of Accounts Paid in September 2021 as presented in Attachment 13.***

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. The regulations also require that 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 (Regulation 13).

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.

Where the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, Regulation 13 requires that a list of accounts paid by the CEO is to be prepared each month showing for each account paid:

- (a) the payee's name; and
- (b) the amount of the payment; and
- (c) the date of the payment; and
- (d) sufficient information to identify the transaction.

The list of accounts is to be:

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

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
Outcome 14 – Effective governance and financial management
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning – Nil

Policy Implications

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 September 2021 and presented in the list of accounts paid, was allocated in the 2021/22 Budget.

Whole of Life Accounting – Not applicable

Risk Management – Not Applicable

Voting Requirements – Simple Majority

Council Decision ***Moved Cr Quinby, Seconded Cr Johnson***

C.17/1021 That Council:

- 1. Receives the September 2021 Financial Activity Statements as presented in Attachment 12.***
- 2. Receives the List of Accounts Paid in September 2021 as presented in Attachment 13.***

Carried 9/0

Development & Infrastructure - Nil

Community Services

ITEM NO.	C.18/1021	FILE REF.	
SUBJECT	Introduction of New Temporary Bus Service & Fee		
PROPONENT	Council		
OFFICER	Executive Manager Community Services		
DATE OF REPORT	15 October 2021		

OFFICER RECOMMENDATION 1

That Council endorse provision of up to \$2,500 unbudgeted expenditure for the purpose of providing a fortnightly (weekend) bus service for young people to travel to neighbouring towns including Boyup Brook, Nannup and Manjimup, to utilise skate park facilities during the closure of the Bridgetown Skate Park from mid-October 2021 through to mid-January 2022.

OFFICER RECOMMENDATION 2

That Council introduce a new fee of \$2 bus fare for individuals accessing the temporary bus service and give public notice of the establishment of this fee in accordance with Section 6.19 of the Local Government Act.

Summary/Purpose

The purpose of Recommendation 1 is to seek Council's endorsement of a short term bus service for a period of approximately 3 months to provide fortnightly transportation options to access skate park facilities during the closure of the Bridgetown Skate Park as part of Council's Growth Strategy – Youth Precinct Redevelopment Project.

The purpose of Recommendation 2 is to introduce a small fee to ensure the service is valued yet affordable to users. This is considered important to provide clarity that the service is transportation only and not an organized youth event. This is required for parental and user clarity of purposes and to ensure the service is not seen as a supervised activity which would have additional risk and resourcing implications.

Background

The Executive Manager Community Services and Manager Community Development meet monthly with Blackwood Youth Action Co-ordinator Lisa Burgess. These meetings are aimed at improving collaboration and partnership in meeting the needs of young people in the community. Blackwood Youth Action have direct and regular contact with young people in our community in their daily service delivery. The suggestion of the bus service was put forward by Lisa Burgess and explored by Shire officers and discussed by the Executive Leadership Team as having considerable merit, particularly with the Greenbushes Skate Ramp being closed (due to deterioration) and the summer holidays coinciding with the time of the Bridgetown Skate Park facility being redeveloped.

Officer Comment

Based on a full 7.6 hour day being a round trip encompassing pick up/drop of locations in both Bridgetown and Greenbushes to all three destinations (Manjimup, Nannup and Boyup Brook) the expenditure would be:

Bus Hire: \$0.95 x 207km = \$197.40
Cost of Driver: \$29.84 per hour x 7.6 = 226.78
Total Value of Service per Fortnightly Trip: \$424.20

If this option was provided 8 times during the identified period the expenditure would total \$2,545.20. This would be offset by minor income received should Council endorse the recommended \$2 fee for users. The total expenditure could be reduced by consultation with young people through Blackwood Youth Action to determine preferred towns/skate parks to visit as the full day itinerary of visiting each of the 3 towns may not meet their preference. Should the travel time be reduced the overall expenditure will also reduce. These two factors will combine so that the \$2,500 recommended expenditure allocation will be sufficient to provide the proposed service.

Statutory Environment

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

There are also statutory requirements for the imposition of a new fee.

Section 6.16 of the Local Government Act states:

- (1) *A local government may impose and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*
- (2) *A fee or charge may be imposed for the following —*
 - (a) *providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;*
 - (b) *supplying a service or carrying out work at the request of a person;*
 - (c) *subject to section 5.94, providing information from local government records;*
 - (d) *receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;*
 - (e) *supplying goods;*
 - (f) *such other service as may be prescribed.*
- (3) *Fees and charges are to be imposed when adopting the annual budget but may be —*
 - (a) *imposed* during a financial year; and*
 - (b) *amended* from time to time during a financial year. * Absolute majority required.*

* absolute majority required

Section 6.17(1) of the Local Government Act states:

In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —

- (a) *the cost to the local government of providing the service or goods;*
- (b) *the importance of the service or goods to the community; and*

- (c) *the price at which the service or goods could be provided by an alternative provider.*

Section 6.19 of the Local Government Act states:

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) *its intention to do so; and*
- (b) *the date from which it is proposed the fees or charges will be imposed.*

Integrated Planning

➤ Strategic Community Plan

Outcome 1 – a growing community that is diverse, welcoming and inclusive

Objective 1.1 – improve family and youth services and facilities to attract and retain families

Outcome 2 – good health and community well being

Objective 2.2 – provide quality sport, leisure and recreation services

➤ Corporate Business Plan

Action 1.1.2 – provide the revitalization and development of the Bridgetown Youth Precinct pump track, skate park, parkour and free throw basketball court

Action 1.1.4 – partner with Blackwood Youth Action to improve access to support services, counselling and mentoring for young people in particular marginalized and at-risk youth

➤ Long Term Financial Plan - Nil

➤ Asset Management Plans - Nil

➤ Workforce Plan - Nil

➤ Other Integrated Planning - Nil

Policy/Strategic Implications - Nil

Budget Implications

Recommendation 1 impacts on Council's budget as the recommendations seeks endorsement of unbudgeted expenditure.

Recommendation 2 impacts on the fees and charges set by Council and as such the introduction of a new fee after the adoption of the budget is submitted for Council consideration. This will also generate a small amount of unbudgeted income.

Whole of Life Accounting - Nil

Risk Management

Council's exposure to financial risk is mitigated by endorsing the new fee to allow for clarity of the purpose of the service (transportation only). Council's exposure to reputational risk is mitigated by the officer recommendations which seek to provide for the needs of youth in the community during the school holiday period with the closure of the Bridgetown and Greenbushes skate parks.

Voting Requirements – Absolute Majority

Council Decision **Moved Cr Boyle, Seconded Cr Mahoney**
C.18/1021 ***That Council endorse provision of up to \$2,500 unbudgeted expenditure for the purpose of providing a fortnightly (weekend) bus service for young people to travel to neighbouring towns including Boyup Brook, Nannup and Manjimup, to utilise skate park facilities during the closure of the Bridgetown Skate Park from mid-October 2021 through to mid-January 2022.***
Carried by Absolute Majority 9/0

Council Decision **Moved Cr Boyle, Seconded Cr Mahoney**
C.18/1021a ***That Council introduce a new fee of \$2 bus fare for individuals accessing the temporary bus service and give public notice of the establishment of this fee in accordance with Section 6.19 of the Local Government Act.***
Carried by Absolute Majority 9/0

Cr Pratico declared a financial interest as he is a street trader. Cr Pratico vacated the meeting at 6.50pm

ITEM NO.	C.19/1021	FILE REF.	
SUBJECT	Waiver of Stallholder Fees for Proposed Farmers Markets		
PROPONENT	The Field Good Company		
OFFICER	Executive Manager Community Services		
DATE OF REPORT	18 October 2021		

Attachment 14 - Correspondence from the Field Good Co

Officer Recommendation
That Council:

- 1. Endorse stall holders at the (yet to commence) fortnightly Farmer Markets an exemption from the Stallholders/Traders fee (Thoroughfares & Public Places Local Law) with the exception of stall holders requiring access to electricity.***
- 2. Endorse a new fee and charge of \$15 per stall per day for stall holders at the (yet to commence) fortnightly Farmer's Market who require access to electricity. Noting this will be approximately 2 – 3 primarily food stall/traders who will also require a food business registration. Furthermore public notice of the establishment of this fee be given in accordance with Section 6.19 of the Local Government Act.***
- 3. Note the existing exemption of stall holder fees for stalls at the Blackwood River Markets (noting food stalls/traders require a food business registration and direct the CEO to undertake an audit of the insurance requirements and provisions of the Blackwood River Markets.***

Summary/Purpose

The recommendation seeks to support the new Farmer's Market as a community and economic venture and ensure organizers of these markets and the Blackwood River Markets are dealt with in an equitable manner with regard to exemption from

relevant fees and charges. The third recommendation also seeks to ensure that the event organizers, stall holders, patrons and the Shire of Bridgetown-Greenbushes are appropriately mitigated against risk by ensuring appropriate insurance cover is in place.

Background

Council's current fees and charges include a range of fees and charges for permits associated with stallholders and traders conducting business in thoroughfares and public places, as per Council's Thoroughfares & Public Places Local Law. There is an existing exemption of stall holders/traders permit fees for the Blackwood River Market stallholders/traders.

Shire officers have conducted several meetings with the Farmer's Market organizers (originally this was the Blackwood Valley Small Landholders Association, however this has now shifted to a local, private business enterprise being conducted by 'The Field Good Co' trading as Bridgetown Farmer's Market). The new Farmer's Market will commence the first weekend in December in the Town Square.

Officer Comment

Meetings with the event organizers included a 'test run' of Council's new (soon to be rolled out within community) Events Procedure to ensure the event aligned with relevant local and state government requirements associated with conducting public activities and events. This included procurement of appropriate levels of insurance by the event organizer. The Executive Leadership Team (ELT) in reviewing the proposed Farmers Market event identified the need for equity between the Farmers Markets and existing Blackwood River Markets in terms of exemption from the stallholders/traders permit fee and evidence of procurement of appropriate levels of insurance. Due to the longevity of the existing Blackwood River Markets the insurance of this activity was identified as requiring review and assessment to ensure compliance and risk mitigation measures are in place for all stakeholders. ELT also identified the need for a small fee to be introduced to allow for cost recovery principles where stall holders are accessing electricity. As the current single day fee for a stallholder/trader is \$35.10 it is proposed that a \$15 per day fee be created.

The requirement for all food businesses (including food vans) to have a food business registration is a legislative requirement. For mobile food vans their food business registration allows them to operate anywhere in Western Australia. This fee is paid once per annum and is currently \$159.60. Any food van at either the Blackwood River Markets or Farmers Market will be required to have a current food business registration permit.

Statutory Environment

Section 6.16 of the Local Government Act states:

- (1) *A local government may impose and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*
- (2) *A fee or charge may be imposed for the following —*

- (a) *providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;*
 - (b) *supplying a service or carrying out work at the request of a person;*
 - (c) *subject to section 5.94, providing information from local government records;*
 - (d) *receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;*
 - (e) *supplying goods;*
 - (f) *such other service as may be prescribed.*
- (3) *Fees and charges are to be imposed when adopting the annual budget but may be —*
- (a) *imposed* during a financial year; and*
 - (b) *amended* from time to time during a financial year. * Absolute majority required.*
- * absolute majority required

Section 6.17(1) of the Local Government Act states:

In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —

- (a) *the cost to the local government of providing the service or goods;*
- (b) *the importance of the service or goods to the community; and*
- (c) *the price at which the service or goods could be provided by an alternative provider.*

Section 6.19 of the Local Government Act states:

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) *its intention to do so; and*
- (b) *the date from which it is proposed the fees or charges will be imposed.*

Integrated Planning

- Strategic Community Plan
 - Outcome 2 – good health and community well being
 - Objective 2.3 – become a hub of excellence in art, culture and community events
 - Outcome 10 – a strong, diverse, and resilient economy
 - Objective 10.3 – support local business to thrive
- Corporate Business Plan
 - Action 2.3.3 – facilitate regular farmers markets
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

Policy/Strategic Implications - Nil

Budget Implications

Parts of the recommendation impacts on the fees and charges set by Council and as such the introduction of a new fee after the adoption of the budget is submitted for Council consideration. There are no budget implications on expenditure arising from the officer recommendation. The recommendation will result in the receipt of unbudgeted income (new fee) should Council endorse the recommendation.

Whole of Life Accounting - Nil

Risk Management

Council's exposure to reputational risk is mitigated through the recommendations by ensuring equity in support of local produce markets to support a variety of local businesses. Council's exposure to financial risk is mitigated by undertaking (and applying) appropriate audits, review and assessment of all event delivery including insurance.

A desktop assessment of the operations of the River markets indicates there are significant risk exposures to Council, market stallholders and patrons if a fully unregulated environment is maintained for these markets. At the least some insurance requirements need to be put in place to minimize exposure and risk to all parties.

Voting Requirements – Absolute Majority for adoption of a new fee and charge.

Council Decision **Moved Cr Quinby, Seconded Cr Rose**

C.19/1021 That Council:

- 1. Grant stall holders at the (yet to commence) fortnightly Farmer Markets an exemption from the Stallholders/Traders fee (Thoroughfares & Public Places Local Law) with the exception of stall holders requiring access to electricity.**
- 2. Endorse a new fee and charge of \$15 per stall per day for stall holders at the (yet to commence) fortnightly Farmer's Market who require access to electricity. Noting this will be approximately 2 – 3 primarily food stall/traders who will also require a food business registration. Furthermore public notice of the establishment of this fee be given in accordance with Section 6.19 of the Local Government Act.**
- 3. Note the existing exemption of stall holder fees for stalls at the Blackwood River Markets (noting food stalls/traders require a food business registration and direct the CEO to undertake an audit of the insurance requirements and provisions of the Blackwood River Markets.**

Carried by Absolute Majority 8/0

Reason for Resolving Contrary to Officer Recommendation

Change action in Part 1 from "endorse" to "grant" as it is the correct terminology.

6.58pm – Cr Pratico returned to the meeting.

ITEM NO.	C.20/1021	FILE REF.	451
SUBJECT	Introduction of New Fee – Bridgetown Leisure Centre		
PROPONENT	Leanne Quinn and Sharon Bonser		
OFFICER	Executive Manager Community Services		
DATE OF REPORT	15 October 2021		

Attachment 15 – Community Services Internal Report - Outsource Swim School

OFFICER RECOMMENDATION 1

That Council endorse the introduction of a new fee for the hire of lanes in the Learn to Swim Pool at the Bridgetown Leisure Centre of \$7.50 per lane and give public notice of the establishment of this fee in accordance with Section 6.19 of the Local Government Act.

OFFICER RECOMMENDATION 2

That Council endorse the intention to outsource the delivery of swimming classes under the development of a Memorandum of Understanding Agreement with the suppliers of the service. The CEO is authorised to enter into a Memorandum of Understanding that clearly details roles and responsibilities of both parties to the Agreement including, but not being limited to: insurance, fees and how payments are made, qualifications of service providers, and length of term of the Agreement.

Summary/Purpose

The purpose of the recommendation is to seek Council's endorsement of a new fee to allow outsourcing of Swim School program delivery.

Background

The Manager Recreation & Culture has met with individuals (qualified swim instructors) residing in Bridgetown who have indicated an interest in conducting a Swim School that will provide lessons and instructions for swimmers of all levels and ages. This will require hire of lanes (for exclusive use) in both the Main Pool and the Learn to Swim Pool. There is an existing fee of \$18.60 to exclusively hire lanes in the Main Pool, but there is no existing fee for lane hire of the Learn to Swim Pool. The intent is for 2 lanes in each water body to be hired at a time. This will leave a sufficient number of lanes and water body space available for other pool users.

In the past the Leisure Centre has provided Infant Aquatics and Learn to Swim (children) classes, however has struggled to secure and retain sufficient casual staff to deliver the full program of classes during the course of the season. There has been no delivery of swim classes for adults, teens or other age groups provided by at the Leisure Centre.

Officer Comment

The Executive Leadership Team has considered the proposal as contained in the Attached Internal Report (Attachment 15) and determined to explore the proposal as a pilot service delivery model for the 2021-2022 summer. A collaborative review and debrief process at the end of this period will be undertaken to determine ongoing outsourcing of swimming lessons thereafter.

The proposal has merit in 4 key ways:

- Economic development benefit due to the opportunity to establish a business for the provision of this service by residents in the community;
- Provision of swim lessons to the community for people of all ages and abilities.
- Capacity to grow the membership of the Swim Club through increased participation in the sport of swimming
- Increased opportunity to fitness options to improve mental and physical health and well being
- Generation of revenue for the Shire to assist offset the costs of running the Aquatics Complex.

Statutory Environment

Section 6.16 of the Local Government Act states:

- (1) *A local government may impose and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*
- (2) *A fee or charge may be imposed for the following —*
 - (a) *providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;*
 - (b) *supplying a service or carrying out work at the request of a person;*
 - (c) *subject to section 5.94, providing information from local government records;*
 - (d) *receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;*
 - (e) *supplying goods;*
 - (f) *such other service as may be prescribed.*
- (3) *Fees and charges are to be imposed when adopting the annual budget but may be —*
 - (a) *imposed* during a financial year; and*
 - (b) *amended* from time to time during a financial year. * Absolute majority required.*

* absolute majority required

Section 6.17(1) of the Local Government Act states:

In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —

- (a) *the cost to the local government of providing the service or goods;*
- (b) *the importance of the service or goods to the community; and*
- (c) *the price at which the service or goods could be provided by an alternative provider.*

Section 6.19 of the Local Government Act states:

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) *its intention to do so; and*
- (b) *the date from which it is proposed the fees or charges will be imposed.*

Integrated Planning

- Strategic Community Plan
 - Outcome 2 – good health and community well being
 - Objective 2.2 - provide quality sport, leisure and recreation services
 - Outcome 10 – a strong, diverse and resilient economy
 - Objective 10.3 – support local businesses to thrive
- Corporate Business Plan
 - Action 2.2.10 – provide an expanded range of activities at Bridgetown Leisure Centre
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan - Nil
- Other Integrated Planning - Nil

Policy/Strategic Implications - Nil

Budget Implications

Recommendation 1 impacts on the fees and charges set by Council and as such the introduction of a new fee after the adoption of the budget is submitted for Council consideration. There are no budget implications on expenditure arising from the officer recommendation. The recommendation will result in the receipt of unbudgeted income (lane hire) should Council endorse the recommendation.

Whole of Life Accounting - Nil

Risk Management

Council's exposure to financial risk is mitigated by endorsing the new fee to allow for external hire of the facility; the exposure to service delivery risk will be mitigated by ensuring all aspects of service delivery, roles and responsibility including qualifications of service provider, insurance, and fees and charges are clearly established prior to the service being outsourced. Council's exposure to reputational risk is mitigated by the officer recommendation risk by the collaborative approach to the provision of this service which meets the wider needs of the community.

Voting Requirements – Absolute Majority

Council Decision Moved Cr Quinby, Seconded Cr Pratico

C.20/1021 That Council:

- 1. Endorse the introduction of a new fee for the hire of lanes in the Learn to Swim Pool at the Bridgetown Leisure Centre of \$7.50 per lane and give public notice of the establishment of this fee in accordance with Section 6.19 of the Local Government Act.**
- 2. Endorse the intention to outsource the delivery of swimming classes under the development of a Memorandum of Understanding Agreement with the suppliers of the service. The CEO is authorised to enter into a Memorandum of Understanding that clearly details roles and responsibilities of both parties to the Agreement including, but not**

***being limited to: insurance, fees and how payments are made, qualifications of service providers, and length of term of the Agreement.
Carried by Absolute Majority 9/0***

Receival of Minutes from Management Committees - Nil

Urgent Business Approved by Decision

ITEM NO.	C.21/1021	FILE REF.	
SUBJECT	Temporary Suspension of Enforcement action for Section 2 Fire break orders		
PROPONENT	Council		
OFFICER	Community Emergency Services Manager (CESM)		
DATE OF REPORT	25 October 2021		

OFFICER RECOMMENDATION 1

That Item C.21/1021 be accepted as urgent business.

OFFICER RECOMMENDATION 2

That Council authorise the CEO to suspend any enforcement action relating to Section 2 of the 2021/22 Firebreak and Fuel Hazard Reduction Notice for an initial period of 2 weeks (i.e. up to 29 November 2021 for Category 1, 2 and 3 properties and 15 November 2021 for Category 4 and 5 properties), with delegation granted to the CEO to approve a further 2 week extension for any category, subject to support being provided by the Chief Bush Fire Control Officer.

Summary/Purpose

The Shire of Bridgetown Greenbushes is due to enter the Restricted Burning Period on the 1st of November 2021. The weather in the Shire has been particularly different from the past few years and we are experiencing an unusually long and wet spring that are very conducive to growing grass and other fire fuels.

There are concerns that residents may face some difficulties in working to comply with the requirements of the Shire *Firebreak and Fuel Hazard Reduction Notice*, in particular Section 2 which details the work to be undertaken to make a property compliant. The vegetation in the Shire is still growing and some efforts are being hampered by unseasonal weather conditions.

Background

In consultation with the Chief Fire Control Officer and Deputy Chief Fire Control Officer it is recommended to Council that they suspend any enforcement action of Section 2 of the *Firebreak and Fuel Hazard Reduction Notice* for an initial period of 2 weeks, with an option to extend this period again for a further 2 weeks should the weather conditions not significantly change within this period. This will give residents and contractors the opportunity to carry out the required work without impacting on the environment whilst the curing (drying) of the grass does not present an apparent adverse risk to the community.

Council's 2021/22 Firebreak and Fuel Hazard Reduction Notice currently sets the following dates for compliance:

- Category 1 (Land under 5000m²) – 15 November 2021
- Category 2 (Land over 5,000m²) - 15 November 2021
- Category 3 – Land over 4 hectares - 15 November 2021
- Category 4 (Plantations and Harvested Plantations - 1 November 2021
- Category 5 (Timber Mills) - 1 November 2021

Given the ability of the bush to burn within a few days of fine weather it is not intended to alter the start date of the Restricted Burning Period which is due to start on the 1st November. Permits to conduct a burning activity will still be required from the 1st November.

Officer Comment

A significant number of property owners have contacted the Shire Customer Service Area, Shire Ranger and CESM in recent weeks expressing difficulties in engaging contractors to undertake mitigation work due to a backlog of work due to weather conditions and wet ground conditions making mechanical works difficult.

Statutory Environment

Bush Fires Act 1954

Section 33 - Local Government may require occupier of land to plough or clear fire-break.

Integrated Planning

- Strategic Community Plan
 - Outcome 3 – A safe community for people and animals
 - Objective 3.1 – Maintain high levels of community safety
- Corporate Business Plan
- Long Term Financial Plan
- Asset Management Plans
- Workforce Plan
- Other Integrated Planning

Policy Implications - Nil

Budget Implications - Nil

Whole of Life Accounting - Not Applicable

Risk Management

If Council doesn't support the officer recommendation the due date for properties to be compliant with the Firebreak and Fuel Hazard Reduction Notice will be 1 November 2021 for Categories 1 and 2, and 15 November 2021 for Categories 1, 2 and 3. Due to recent weather conditions it is likely that many properties won't be compliant by the due dates. If the requirements of the Firebreak and Fuel Hazard Reduction Notice are enforced land owners risk receiving an infringement under the Bush Fires Act. It is expected the volume of appeals on these infringements would be high with mitigating reasons being given including the difficulties in engaging contractors and accessing parts of properties.

The level of risk to the Shire of Bridgetown-Greenbushes is in the area of reputation and have been assessed as “minor consequence” with a “possible likelihood” giving a risk rating outcome of “moderate” in accordance with Council Policy F.21 ‘Risk Management’.

Voting Requirements - Absolute Majority

Council Decision ***Moved Cr Mountford, Seconded Cr Mahoney***
C.21/1021 That item C.21/1021 be accepted as urgent business.

Carried 9/0

Council Decision ***Moved Cr Mountford, Seconded Cr Pratico***
C.21/1021a That Council authorise the CEO to suspend any enforcement action relating to Section 2 of the 2021/22 Firebreak and Fuel Hazard Reduction Notice for an initial period of 2 weeks (i.e. up to 29 November 2021 for Category 1, 2 and 3 properties and 15 November 2021 for Category 4 and 5 properties), with delegation granted to the CEO to approve a further 2 week extension for any category, subject to support being provided by the Chief Bush Fire Control Officer.

Carried by Absolute Majority 9/0

Responses to Elected Member Questions Taken on Notice - Nil

Elected Members Questions With Notice

Cr Pratico

1. What difference has the container deposit system made to volumes of landfill and our own recycling service? Should Council promote it to maximise the benefit?

CEO Response – Statistics are maintained by Hastie Waste and the Department of Water and Environment Regulation. Since the commencement of the Containers for Change Scheme a total of 1,247,000 containers have been collected at the Bridgetown collection point operated by Hastie Waste. This equates to 35.4 tonnes. The State Government heavily promotes the scheme in traditional and social media. The Shire can promote locally by posting links to the State Government announcements.

2. Is the Shire trying to grade all gravel roads that need grading? This will be required for summer as the long winter has produced an increase in pot holes.

CEO Response – Yes that is the intent. During the road construction season we typically operate one grader on the construction team and the other grader on the maintenance team. We did have some breakdowns of our graders for a few weeks recently and that combined with the wet weather has put us behind in our road maintenance grading program. Both graders will be conducting maintenance grading for the next 2 weeks. Once the road

construction program commences in 2 weeks' time one grader will remain on maintenance grading and will operate most working days.

3. With the proposed changes in workplace health and safety laws including implications for volunteers can the Shire make it clear to emergency services volunteers that if something goes wrong in the course of their volunteering at an emergency that the volunteer won't be held accountable? We run the risk of losing volunteers and this would mean the community wouldn't enjoy the level of protection it has had in the past

CEO Response – With the introduction of the Workplace Health and Safety Act 2020 there are changes to the workplace health and safety laws in Western Australia.

The legislation has further formalised an employer's safety responsibilities which in some areas were implied but not explicitly stated in previous legislation. One of the key incoming changes includes the definition of 'employees,' as well as an expansion of the 'employer' concept. Both of these will affect local governments who engage or manage volunteers – including bushfire volunteers.

The WHS Bill 2019 was passed by the legislative council on 21 October 2020, however will not commence until proclamation which is currently expected to be January 2022. On proclamation, the Act will apply to all local governments, replacing the existing Occupational Safety and Health Act 1984 (WA) and associated regulations.

Volunteers will need to be incorporated into our existing safety framework but this isn't a new initiative as this already occurs. The framework should allow for monitoring of volunteers, their experience, and training, as well as ensuring relevant information on policies and procedures is shared.

There has been some concern expressed by volunteer associations and groups about the potential increased personal liability a volunteer will take on under the new legislation and the personal legal exposure that could occur if the volunteer was seen to have not followed correct policy or procedure, have appropriate qualifications or training or not followed instructions.

There has been a distinct lack of detail provided by the State Government on the implications of the new legislation. The matter is being closely monitored by our insurers, Local Government Insurance Services, and it is expected that appropriate advice and guidance will be provided once the detail is known.

Volunteers are an essential and valuable asset, not only for community protection such as bush fire volunteers, SES volunteers, etc. but also for provision of a range of support services throughout the community. For this reason any actions that need to arise from the new Workplace Health and Safety Act 2020 will require careful consideration and communication with volunteers will be essential.

Notice of Motions for Consideration at the Next Meeting - Nil

Matters Behind Closed Doors (Confidential Items) - Nil

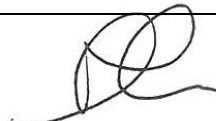
Closure

The President closed the meeting at 7.11pm

List of Attachments

Attachment	Item No.	Details
1	C.04/1021	Minutes of Special Meeting (swearing-in) – 18.10.2021
2	C.05/1021	Instrument of Appointment & Delegation 2021-23 - Audit Committee
3	C.06/1021	Instrument of Appointment & Delegation 2021-23 - Bush Fires Advisory Committee
4	C.07/1021	Instrument of Appointment & Delegation 2021-23 - Local Emergency Management Committee
5	C.08/1021	Instrument of Appointment & Delegation 2021-23 - Roadwise Advisory Committee
6	C.09/1021	Instrument of Appointment & Delegation 2021-23 - CEO Performance Review Committee
7	C.10/1021	Instrument of Appointment & Delegation 2021-23 - Access & Inclusion Advisory Committee
8	C.11/1021	Instrument of Appointment & Delegation 2021-23 – Sustainability Advisory Committee
9	C.12/1021	Instrument of Appointment 2021-23 - Trails Development Advisory Committee
10	C.14/1021	WALGA Discussion Paper
11	C.15/1021	Rolling Action Sheet
12	C.17/1021	September 2021 Financial Activity Statements
13	C.17/1021	List of Accounts Paid in September 2021
14	C.19/1021	Correspondence from the Field Good Co
15	C.20/1021	Community Services Internal Report - Outsource Swim School

Minutes checked and authorised by T
Clynch, CEO



29.10.21



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MINUTES

Special Meeting of Council held in the Council Chambers on Monday, 18 October 2021 called for the purpose of:

1. Election and Swearing-in of Shire President
2. Election and Swearing-in of Deputy President
3. Allocation of Seating Arrangements for the 2021/2023 Term of Office

Note: Newly elected councillors (John Bookless, Julia Boyle, Tracy Lansdell, Sean Mahoney and Amanda Rose were sworn in by Justice of the Peace, Adrian Elder prior to the commencement of the meeting.

Once swearing in of newly elected councillors was completed the CEO, Mr T Clynch declared the meeting open at 5.46pm

Attendance & Apologies

Councillors	- J Bookless - J Boyle - B Johnson - T Lansdell - S Mahoney - J Mountford - A Pratico - P Quinby - A Rose
Officer	- T Clynch, Chief Executive Officer - M Larkworthy, Executive Manager Corporate Services - E Denniss, Executive Manager Community Services
Apology	- G Arlandoo, Executive Manager Development & Infrastructure

Attendance of Gallery

L Roberts, N Maxfield, M Richards, T Lockley, J Nicholas, A Nicholas, C Bookless, K Bookless, M Bookless, B Moore, J Moore, C Rose, M Lansdell, A Elder

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

SpC.01/1021. Election of Shire President

The CEO advised he had received one nomination for the position of Shire President, being a self-nomination from Cr Bookless.

The CEO called for further nominations, a self-nomination was submitted by Cr Pratico.

In accordance with Policy M.30, each candidate was requested to make a presentation to the Council.

Cr Bookless presented first. Cr Pratico left the meeting at 5.53pm.

Cr Pratico re-entered the meeting at 5.57pm

Cr Pratico made his presentation.

At the conclusion of the presentations a secret ballot took place. Ballot papers were counted by the CEO, Executive Manager Community Services and Justice of the Peace, Adrian Elder.

The result of the secret ballot was:

Councillor	Number of Votes
Cr Bookless	5
Cr Pratico	4

Accordingly, the Returning Officer (CEO) declared Cr Bookless elected President for the term of office expiring on 21 October 2023.

Cr Nicholas made a Declaration in the presence of Justice of the Peace, Adrian Elder.

Cr Bookless assumed the Chair

SpC.02/1021 Election of Deputy President

The CEO advised he had received two nominations for the position of Deputy President, being self-nominations from Cr Johnson and Cr Mahoney.

The CEO called for further nominations, a self-nomination was submitted by Cr Rose.

In accordance with Policy M.30, each candidate was requested to make a presentation to the Council.

Cr Johnson presented first, followed by Cr Mahoney and Cr Rose.

At the conclusion of the presentations a secret ballot took place. Ballot papers were counted by the CEO, Executive Manager Community Services and Justice of the Peace, Adrian Elder.

The result of the secret ballot was:

Councillor	Number of Votes
Cr Johnson	2
Cr Mahoney	5
Cr Rose	2

Accordingly, the Returning Officer (CEO) declared Cr Mahoney elected Deputy President for the term of office expiring on 21 October 2023.

Cr Mahoney made a Declaration in the presence of Justice of the Peace, Adrian Elder.

SpC.03/1021 Allocation of Seating Arrangements for the 2021/23 Term of Office

The CEO, with assistance from Justice of the Peace, Adrian Elder drew lots for the seating of councillors for the ensuing two year period excepting seat 1 (President's left hand side) which is reserved for the Deputy President.

Seat No.	Councillor
1	Cr Mahoney
2	Cr Pratico
3	Cr Johnson
4	Cr Boyle
5	Cr Quinby
6	Cr Lansdell
7	Cr Mountford
8	Cr Rose

Appreciation

The President extended appreciation to Justice of the Peace, Adrian Elder for officiating at the Special Meeting of Council.

Closure

The President closed the meeting at **6.28pm**

List of Attachments

Attachment	Item No.	Details
1	SpC.01/1021	Policy M.27 - Election of President & Deputy President

Minutes checked and authorised by CEO, Mr T P Clynch		20.10.21
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AUDIT COMMITTEE
[2021-2023]

INSTRUMENT OF APPOINTMENT & DELEGATION

1. INTRODUCTION

The Council of the Shire of Bridgetown-Greenbushes (hereinafter called the "Council") hereby establishes a committee under the powers given in Section 5.8, 5.9(2)(a) and 5.16 of the *Local Government Act 1995* (the Act) and *Local Government (Audit) Regulations 1996* (Audit Regs), such committee to be known as the Audit Committee (hereinafter called the "Committee").

The Committee shall act for and on behalf of Council in accordance with provisions of the Act, local laws and policy of the Shire of Bridgetown-Greenbushes and this Instrument.

2. NAME

The name of the Committee shall be the *Audit Committee*.

3. OBJECTIVES OF THE COMMITTEE

- 3.1 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*).
- 3.2 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.
- 3.3 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).
- 3.4 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.
- 3.5 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).

4. MEMBERSHIP

In accord with s.5.10(4) of the Act the President of the Shire of Bridgetown-Greenbushes may be a member of the committee, provided the President indicates an intention to be such a member at the time the committee is appointed.

- 4.1 Council will appoint four (4) elected members as Council's representatives on the Committee.
- 4.2 Further, the Committee may call upon two independent (senior) consultants with expertise in financial and/or legal matters to provide independent external advice to the Committee. Appointments of external consultants shall be made by CEO following a decision of Council and the allocation of sufficient funds in the budget as guided from professional fee schedules.
- 4.3 No member of staff including CEO may be a member of the Committee.

5. PRESIDING MEMBER

The Committee shall appoint a Presiding Member and Deputy Presiding Member to conduct its business. The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the Shire of Bridgetown-Greenbushes Standing Orders.

The Presiding Member, if different from the President, is to refrain from speaking publically on behalf of the Committee or Council, or from issuing any form of written material purporting to speak on behalf of the Committee or Council without the prior approval of the President.

6. MEETINGS

The Committee shall meet at least twice in a financial year. Note, legislation requires that the Committee shall meet with Council's external Auditor at least once during each year of the term of the Committee.

- 6.1 Notice of meetings shall be given to members at least 1 week prior to each meeting.
- 6.2 The Presiding Member shall ensure that minutes of agreed outcomes of all meetings are kept and shall, not later than 10 days after each meeting, ensure that all Councillors are provided with a copy of such minutes.
- 6.3 All members of the Committee shall have one vote and shall vote.
- 6.4 The Committee is to meet as soon as practicable after the annual interim audit report is received in order to address any issues raised by Council's Auditor.

7. QUORUM

Quorum for a meeting shall be 2.

8. DELEGATED POWERS

The Committee is a formally appointed Committee of the Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility, and does not have delegated financial responsibility.

The Committee does not have any management functions, cannot involve itself in management processes or procedures, and is therefore independent of management.

The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference. This is in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.

9. DUTIES AND RESPONSIBILITIES

The duties and responsibilities of the Committee will be –

- 9.1 Provide guidance and assistance to Council as to the carrying out of functions of the local government in relation to audits.
- 9.2 Develop and recommend to Council –
 - a list of those matters to be audited; and
 - the scope of the audit to be undertaken.
- 9.3 Support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the *Local Government Act 1995* and ensure that audits are conducted successfully and expeditiously.
- 9.4 Examine the reports of the Auditor after receiving a report from CEO, and invite the Auditor to attend audit committee meetings to discuss audit results. Report to Council those matters raised that require action to be taken by the local government.
- 9.5 Critically appraise and report to Council on any internal or external audit report that raises high level risk management, internal control, financial reporting, and other accountability or governance issues relevant under the Committee's terms of reference.
- 9.6 Monitor the risk exposure of Council by determining if management has appropriate risk management processes and adequate management information systems.
- 9.7 Oversee the implementation of any action resulting from –
 - the auditor's findings;
 - a review of systems and procedures in relation to risk management, internal control and legislative compliance; and
 - a review of the appropriateness and effectiveness of the financial management systems and procedures of the local government.
- 9.8 Recommend to Council the adoption of the annual financial report.
- 9.9 Review issues relating to national competition policy and comparative performance indicators.
- 9.10 Monitor ethical standards and related party transactions by way of determining whether the systems of control are adequate.
- 9.11 Identify and refer specific projects or investigations deemed necessary through CEO, the internal auditor and Council if appropriate. Oversee any subsequent investigations.

9.12 Monitor the progress of any major lawsuits facing the council.

9.13 In the form of minutes or otherwise, report to Council after each meeting.

10. TERMINATION OF COMMITTEE

Termination of the Committee shall be:

- a) in accordance with the Local Government Act 1995 (i.e. 16 October 2021)
- b) at the direction of Council

11. AMENDMENT TO THE INSTRUMENT OF APPOINTMENT AND DELEGATION

This document may be altered at any time by Council on the recommendation of the Committee, or after the giving of 14 days notice to the Committee. Alterations shall not contravene contracts of employment.

12. COMMITTEE DECISIONS

Committee decisions shall not be binding on Council if such decisions are in conflict with the delegated powers of the Council.

Reports and recommendations of each Committee meeting shall be presented to an ordinary or special meeting of the Council.



**BUSH FIRES ADVISORY COMMITTEE
(2021-2023)**

INSTRUMENT OF APPOINTMENT & DELEGATION

1. Introduction

The Council of the Shire of Bridgetown-Greenbushes (hereinafter called the "Council") hereby establishes a committee under the powers given in Section 5.8, 5.9(2)(c) and 5.17(1)(c) of the Local Government Act 1995, such committee to be known as the Bush Fires Advisory Committee (hereinafter called the "Committee").

The Council appoints to the Committee those persons whose names appear in section 4.0 below. Membership of the Committee shall, unless otherwise specified, be for a term ceasing on the third Saturday in October in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term.

The Committee shall act for and on behalf of Council in accordance with provisions of the Local Government Act 1995, relevant provisions of the Bush Fires Act 1954 local laws and policies of the Shire of Bridgetown-Greenbushes and this Instrument.

2. Name

The name of the Committee shall be the *Bush Fires Advisory Committee*.

3. Objectives

- 3.1 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 fire fighting/prevention practices, fire fighting training, etc.

4. Membership

The President of the Shire of Bridgetown-Greenbushes may be a member of the committee under section 5.10(4) provided the President indicates an intention to be such a member at the time the committee is appointed.

The CEO or a representative of the CEO may be a member of the committee under section 5.10(5) provided the CEO indicates an intention to be such a member at the time the committee is appointed.

A maximum of two (2) Elected Members shall be appointed to the Committee.

The Chief Fire Control Officer and the Fire Control Officer (or his/her representative) from each Bush Fire Brigade in the Shire shall (by virtue of the office held) be appointed to the Committee.

A representative from the Bridgetown Volunteer Fire & Rescue Service shall (by virtue of the office held) be appointed to the Committee.

Other persons (or representatives of organisations) may participate in meetings of the Committee (or any sub committees the Committee may establish) as determined by an ordinary majority of the Committee. Such persons will not be entitled to vote on any matter brought before the Committee.

The CEO will encourage the attendance of staff that have responsibility in the area of bush fire control to attend meetings of the Committee. The CEO and any other staff representative shall be an ex-officio member of the Committee and will not be permitted to vote on matters considered by the Committee.

5. Presiding Member

The Committee shall appoint a Presiding Member and Deputy Presiding Member to conduct its business. The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the Shire of Bridgetown-Greenbushes Standing Orders.

6. Meetings

The Committee shall meet at least three times per year.

- 6.1 Notice of meetings shall be given to members at least 3 days prior to each meeting.
- 6.2 If any member is absent from 3 consecutive meetings without leave of the Committee, they shall forfeit their position on such Committee. The Council shall be informed, who will appoint a replacement for the balance of the Committee's term of appointment.
- 6.3 The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall, not later than 10 days after each meeting, provide Council with a copy of such minutes.
- 6.4 All members of the Committee shall have one vote. If the vote of the members present is equally divided, the person presiding can cast a second vote.

7. Quorum

The quorum for the Committee shall be at least 50% of the number of offices of committee members, whether vacant or not.

8. Delegated Powers

The Committee is a formally appointed Committee of the Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility, and does not have delegated financial responsibility.

The Committee does not have any management functions, cannot involve itself in management processes or procedures, and is therefore independent of management.

The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference. This is in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.

9. Termination of Committee

Termination of the Committee shall be:

- a) in accordance with the Local Government Act 1995 (i.e. 16 October 2021)
- b) at the direction of Council

10. Amendment to the Instrument of Appointment and Delegation

This document may be altered at any time by the Council on the recommendation of the Committee, or after giving 14 days notice to the Committee.

11. Committee Decisions

Committee decisions shall not be binding on Council if such decisions are in conflict with the delegated powers of the Council.



**LOCAL EMERGENCY MANAGEMENT COMMITTEE
(2021-2023)**

INSTRUMENT OF APPOINTMENT & DELEGATION

1. Introduction

The Council of the Shire of Bridgetown-Greenbushes (hereinafter called the "Council") hereby establishes as an Advisory Committee under the powers given in Section 5.9(2)(d) of the Local Government Act 1995, such committee to be known as the Local Emergency Management Committee (hereinafter called the "Committee").

The Council appoints to the Committee those persons whose names appear in section 4 below. Membership of the Committee shall, unless otherwise specified, be for a term ceasing on the third Saturday in October in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term.

2. Name

The name of the Committee shall be the *Local Emergency Management Committee*. Although this Committee is an Advisory Committee, the name of the Committee is in keeping with the names of similar Committees State-wide.

3. Objectives

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

4. Membership

- Three (3) Elected Members, one being the President who will be Chairman of the Committee.
- The Shire's Recovery Coordinator and Deputy Recovery Coordinator.
- The Shire's Chief Bush Fire Control Officer.
- One (1) representative from each of the following agencies:
 - Police Department (Deputy Chairman)
 - State Emergency Service (SES)
 - Bridgetown Volunteer Fire & Rescue
 - St John Ambulance
 - St John Ambulance Regional Community Paramedic
 - Bridgetown Hospital
 - Department of Fire & Emergency Services (DFES)
 - Department of Biodiversity Conservation and Attractions (DBCA)

- Talison Lithium
- Red Cross
- Department of Communities
- Water Corporation
- Western Power
- Education Department
- State Emergency Management Committee (SEMC) Officer as an ex-officio member
- Other persons (or representatives of organisations or Government agencies) may participate in meetings of the Committee (or any sub committees the Committee may establish) as determined by an ordinary majority of the Committee. Such persons will not be entitled to vote on any matter brought before the Committee.

5. Presiding Member

Council shall appoint the President as the Presiding Member and the Officer-in-Charge of Bridgetown Police as the Deputy Presiding Member to conduct its business. The Presiding Member shall ensure that Minutes of the proceedings are kept and that business is conducted in accordance with the Shire of Bridgetown-Greenbushes Standing Orders.

6. Meetings

The Committee shall meet in February, May August and November each year.

- 6.1 Notice of meetings shall be given to members at least 3 days prior to each meeting.
- 6.2 If any member is absent from 3 consecutive meetings without leave of the Committee, they shall forfeit their position on such Committee. The Council shall be informed, who will appoint a replacement for the balance of the Committee's term of appointment.
- 6.3 The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall, not later than 10 days after each meeting, provide Council with a copy of such minutes.
- 6.4 All members of the Committee shall have one vote. If the vote of the members present is equally divided, the person presiding can cast a second vote.

7. Quorum

The quorum for the Committee shall be at least 50% of the number of offices of committee members, whether vacant or not.

8. Delegated Powers

The Committee is a formally appointed Committee of the Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility, and does not have delegated financial responsibility.

The Committee does not have any management functions, cannot involve itself in management processes or procedures, and is therefore independent of management.

The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference. This is in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.

9. Termination of Committee

Termination of the Committee shall be:

- a) in accordance with the Local Government Act 1995 (i.e. 16 October 2021)
- b) at the direction of Council

10. Amendment to the Instrument of Appointment and Delegation

This document may be altered at any time by the Council on the recommendation of the Committee, or after giving 14 days' notice to the Committee.



**ROADWISE ADVISORY COMMITTEE
(2021-2023)**

INSTRUMENT OF APPOINTMENT & DELEGATION

1. Introduction

The Council of the Shire of Bridgetown-Greenbushes (hereinafter called the "Council") hereby establishes a committee under the powers given in Section 5.8, 5.9(2)(c) and 5.17(c) of the Local Government Act 1995, such committee to be known as the Roadwise Advisory Committee (hereinafter called the "Committee").

The Council appoints to the Committee those persons whose names appear in section 4.0 below. Membership of the Committee shall, unless otherwise specified, be for a term ceasing on the third Saturday in October in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term.

The Committee shall act for and on behalf of Council in accordance with provisions of the Local Government Act 1995, local laws and policy of the Shire of Bridgetown-Greenbushes and this Instrument.

2. Name

The name of the Committee shall be the *Roadwise Advisory Committee*.

3. Objectives

At the direction of Council;

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

4. Membership

The Membership shall consist of:

- Two (2) elected members
- One (1) representative from each of the following organisations:
 - Country Women's Association, Bridgetown
 - Bridgetown Volunteer Fire & Rescue Service
 - Bridgetown Police
 - St John Ambulance
 - Bridgetown Primary School
 - Bridgetown High School
 - St Brigid's School, Bridgetown
 - Department of Fire & Emergency Services
 - Community Representative

Ex-officio Members:

- Roadwise Western Australia
- Main Roads Western Australia

5. Presiding Member

The Committee shall appoint a Presiding Member and Deputy Presiding Member to conduct its business. The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the Shire of Bridgetown-Greenbushes Standing Orders.

6. Meetings

The Committee should meet on at least five occasions each year.

- 6.1 Notice of meetings shall be given to members at least 3 days prior to each meeting.
- 6.2 If any member is absent from 3 consecutive meetings without leave of the Committee, they shall forfeit their position on such Committee. The Council shall be informed, who will appoint a replacement for the balance of the Committee's term of appointment.
- 6.3 The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall, not later than 10 days after each meeting, provide Council with a copy of such minutes.
- 6.4 All members of the Committee shall have one vote. If the vote of the members present is equally divided, the person presiding may cast a second vote.

7. Quorum

Quorum for a meeting shall be at least 50% of the number of members, whether vacant or not. A decision of the Committee does not have effect unless it has been made by a simple majority.

8. Delegated Powers

The Roadwise Advisory Committee is established as an Advisory Committee only and does not have delegated authority beyond the performance of the tasks allocated to it by Council. Implementation of annual event planning can be done by the CEO or delegated officer as operational decisions.

9. Termination of Committee

Termination of the Committee shall be:

- a) in accordance with the Local Government Act 1995 (i.e. 16 October 2021)
- b) at the direction of Council

10. Amendment to the Instrument of Appointment and Delegation

This document may be altered at any time by the Council on the recommendation of the Committee, or after giving 14 days notice to the Committee.

11. Committee Decisions

Committee decisions shall not be binding on Council if such decisions are in conflict with the delegated powers of the Council.



**CEO PERFORMANCE REVIEW COMMITTEE
(2021-2023)**

INSTRUMENT OF APPOINTMENT & DELEGATION

1. Introduction

The Council of the Shire of Bridgetown-Greenbushes (hereinafter called the "Council") hereby establishes a committee under the powers given in Section 5.8, 5.9(2)(a) and 5.16 of the Local Government Act 1995, such committee to be known as the CEO Performance Review Committee (hereinafter called the "Committee").

The Committee shall act for and on behalf of Council in accordance with provisions of the Local Government Act 1995, local laws and policy of the Shire of Bridgetown-Greenbushes and this Instrument.

2. Name

The name of the Committee shall be the *CEO Performance Review Committee*.

3. Objectives

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.

4. Membership

The Membership of the Committee shall consist of three (3) elected members.

5. Presiding Member

The Committee shall appoint a Presiding Member and Deputy Presiding Member to conduct its business. The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the Shire of Bridgetown-Greenbushes Standing Orders.

6. Meetings

Meetings of the Committee shall be held as required or determined by the Committee Members.

6.1 Notice of meetings shall be given to members at least 1 week prior to each meeting.

6.2 The Presiding Member shall ensure that minutes of agreed outcomes of all meetings are kept and shall, not later than 10 days after each meeting, provide Council with a copy of such minutes.

6.3 All members of the Committee shall have one vote and shall vote.

7. Quorum

Quorum for a meeting shall be 2.

8. Delegated Powers

The CEO Performance Review Committee has no delegated authority beyond the objectives outlined in clause 3 of this Instrument.

As a minimum, the Committee will report to Council twice each year.

9. Termination of Committee

Termination of the Committee shall be:

- a) in accordance with the Local Government Act 1995 (i.e. 16 October 2021)
- b) at the direction of Council

10. Amendment to the Instrument of Appointment and Delegation

This document may be altered at any time by the Council on the recommendation of the Committee, or after giving 14 days notice to the Committee. Alterations shall not contravene the contract of employment.

11. Committee Decisions

Committee decisions shall not be binding on Council if such decisions are in conflict with the delegated powers of the Council.



**BRIDGETOWN-GREENBUSHES ACCESS AND INCLUSION ADVISORY COMMITTEE
(2021-2023)**

INSTRUMENT OF APPOINTMENT & DELEGATION

1. Introduction

The Council of the Shire of Bridgetown-Greenbushes (hereinafter called the "Council") hereby establishes a committee under the powers given in Section 5.8, 5.9(2)(c) and 5.17(c) of the Local Government Act 1995, such committee to be known as the Bridgetown-Greenbushes Access and Inclusion Advisory Committee (hereinafter called the "Committee").

The Council appoints to the Committee those persons whose names appear in section 4.0 below. Membership of the Committee shall, unless otherwise specified, be for a term ceasing on the third Saturday in October in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term.

The Committee shall act for and on behalf of Council in accordance with provisions of the Local Government Act 1995, local laws and policy of the Shire of Bridgetown-Greenbushes and this Instrument.

2. Name

The name of the Committee shall be the *Bridgetown-Greenbushes Access and Inclusion Advisory Committee*.

3. Objectives

The objectives and role of the Committee are:

- 3.1 To advise Council on the establishment of priorities and review of progress on the implementation of the strategies identified in the relevant Disability Access and Inclusion Plan and the Age Friendly Communities Plan.
- 3.2 To formally report to Council annually on the implementation of the Disability Access and Inclusion Plan and the Age Friendly Communities Plan.
- 3.3 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.
- 3.4 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.

4. Membership

- 4.1 Council will appoint a minimum of one (1) elected member as Council's representative(s) on the Committee.
- 4.2 Council will appoint a maximum of Eleven (11) community and service agency representatives.

- 4.3 One CEO appointed shire representative shall be an ex-officio member of the committee and will not be permitted to vote on matters considered by the Committee.

5. Presiding Member

The Committee shall appoint a Presiding Member and Deputy Presiding Member to conduct its business. The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the Shire of Bridgetown-Greenbushes Standing Orders.

6. Meetings

The Committee shall meet on at least four occasions per year.

- 6.1 Notice of meetings shall be given to members at least 3 days prior to each meeting.
- 6.2 If any member is absent from 3 consecutive meetings without leave of the Committee, they shall forfeit their position on such Committee. The Council shall be informed, who will appoint a replacement for the balance of the Committee's term of appointment.
- 6.3 The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall, not later than 10 days after each meeting, provide Council with a copy of such minutes.
- 6.4 All members of the Committee shall have one vote. If the vote of the members present is equally divided, the person presiding may cast a second vote.

7. Quorum

Quorum for a meeting shall be at least 50% of the number of offices whether vacant or not.

8. Delegated Powers

The Committee is established as an Advisory Committee only and does not have delegated authority to make decisions on behalf of the Council.

9. Termination of Committee

Termination of the Committee shall be:

- a) In accordance with the Local Government Act 1995 (ie; 19 October 2019); or
- b) At the direction of Council

10. Amendment to the Instrument of Appointment and Delegation

This document may be altered at any time by the Council on the recommendation of the Committee, or after giving 14 days notice to the Committee.

11. Committee Decisions

Committee decisions shall not be binding on Council if such decisions are in conflict with the delegated powers of the Council.



**BRIDGETOWN-GREENBUSHES SUSTAINABILITY ADVISORY COMMITTEE
(2021-2023)**

INSTRUMENT OF APPOINTMENT & DELEGATION

1. Introduction

The Council of the Shire of Bridgetown-Greenbushes (hereinafter called the "Council") hereby establishes a committee under the powers given in Section 5.8, 5.9(2)(c) and 5.17(c) of the Local Government Act 1995, such committee to be known as the Bridgetown-Greenbushes Sustainability Advisory Committee (hereinafter called the "Committee").

The Council appoints to the Committee those persons whose names appear in section 4.0 below. Membership of the Committee shall, unless otherwise specified, be for a term ceasing on the third Saturday in October in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term.

The Committee shall act for and on behalf of Council in accordance with provisions of the Local Government Act 1995, local laws and policy of the Shire of Bridgetown-Greenbushes and this Instrument.

2. Name

The name of the Committee shall be the *Bridgetown-Greenbushes Sustainability Advisory Committee*.

3. Objectives

The objectives and role of the Committee are:

- 3.1 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
- 3.2 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

- 3.3 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.

4. Membership

- 4.1 Council will appoint a minimum of two (2) elected members as Council's representatives on the Committee.

- 4.2 Council will appoint a maximum of eight (8) representatives from the community, being:

- Mikkel Christensen
- Jenny Dewing
- Adrian Williams
- Hal Reid
- Dennis Flockton
- Geoff Bourgault
- Floyd Browne
- *Vacant*

43. The CEO or a representative of the CEO shall be an ex-officio member of the Committee and will not be permitted to vote on matters considered by the Committee.

5. Presiding Member

The Committee shall appoint a Presiding Member and Deputy Presiding Member to conduct its business. The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the Shire of Bridgetown-Greenbushes Standing Orders.

6. Meetings

The Committee shall meet on at least one occasion every four months.

- 6.1 Notice of meetings shall be given to members at least 6 days prior to each meeting.
- 6.2 If any member is absent from 3 consecutive meetings without leave of the Committee, they shall forfeit their position on such Committee. The Council shall be informed, who will appoint a replacement for the balance of the Committee's term of appointment.
- 6.3 The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall, not later than 10 days after each meeting, provide Council with a copy of such minutes.
- 6.4 All members of the Committee shall have one vote. If the vote of the members present is equally divided, the person presiding may cast a second vote.

7. Quorum

Quorum for a meeting shall be at least 50% of the number of offices, whether vacant or not.

8. Delegated Powers

The Committee is established as an Advisory Committee only and does not have delegated authority to make decisions on behalf of the Council.

9. Termination of Committee

Termination of the Committee shall be:

- a) in accordance with the Local Government Act 1995 (i.e. 16 October 2021)
- b) at the direction of Council

10. Amendment to the Instrument of Appointment and Delegation

This document may be altered at any time by the Council on the recommendation of the Committee, or after giving 14 days notice to the Committee.



**TRAILS DEVELOPMENT ADVISORY COMMITTEE
(2021-2023)**

INSTRUMENT OF APPOINTMENT & DELEGATION

1. Introduction

The Council of the Shire of Bridgetown-Greenbushes (hereinafter called the "Council") hereby establishes a committee under the powers given in Section 5.8, 5.9(2)(c) and 5.17(c) of the Local Government Act 1995, such committee to be known as the Trails Development Advisory Committee (hereinafter called the "Committee").

The Council appoints to the Committee those persons whose names appear in section 4.0 below. Membership of the Committee shall, unless otherwise specified, be for a term ceasing on the third Saturday in October in the year the Shire's local government elections are held, after which time the Council may appoint members for a further term.

The Committee shall act for and on behalf of Council in accordance with provisions of the Local Government Act 1995, local laws and policy of the Shire of Bridgetown-Greenbushes and this Instrument.

2. Name

The name of the Committee shall be the *Trails Development Advisory Committee*.

3. Objectives

To provide advice to Council on:

- 3.1 Implement Council's economic strategies via identified and proposed tasks.
- 3.2 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.
- 3.3 To formally report to Council annually on the implementation of the Local Trails Plan.
- 3.4 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.

4. Membership

The President of the Shire of Bridgetown-Greenbushes may be a member of the committee under section 5.10(4) provided the President indicates an intention to be such a member at the time the committee is appointed.

The CEO or a representative of the CEO may be a member of the committee under section 5.10(5) provided the CEO indicates an intention to be such a member at the time the committee is appointed.

The Membership shall consist of:

- 4.1 A minimum of 1 Elected Member

- 4.2 One (1) representative of the Department of Biodiversity, Conservation and Attractions
- 4.3 Eight (8) Community Representatives
- 4.4 A CEO appointed Shire representative shall be an ex-officio member of the Committee and will not be permitted to vote on matters considered by the Committee.

5. Presiding Member

The Committee shall appoint a Presiding Member and Deputy Presiding Member to conduct its business. The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the Shire of Bridgetown-Greenbushes Standing Orders Local Law.

6. Meetings

The Committee shall meet on at least one occasion every four months.

- 6.1 Notice of meetings shall be given to members at least 3 days prior to each meeting.
- 6.2 If any member is absent from 3 consecutive meetings without leave of the Committee, they shall forfeit their position on such Committee. The Council shall be informed, who will appoint a replacement for the balance of the Committee's term of appointment.
- 6.3 The Presiding Member shall ensure that detailed minutes of all meetings are kept and shall, not later than 10 days after each meeting, provide Council with a copy of such minutes.
- 6.4 All members of the Committee shall have one vote. If the vote of the members present is equally divided, the person presiding may cast a second vote.

7. Quorum

Quorum for a meeting shall be at least 50% of the number of officers, whether vacant or not.

8. Delegated Powers

The Trails Development Advisory Committee is established as an Advisory Committee only, and does not have delegated authority beyond the performance of the tasks allocated to it by Council.

9. Termination of Committee

Termination of the Committee shall be:

- a) in accordance with the Local Government Act 1995 (i.e. 16 October 2021)
- b) at the direction of Council

10. Amendment to the Instrument of Appointment and Delegation

This document may be altered at any time by the Council on the recommendation of the Committee, or after giving 14 days notice to the Committee.

11. Committee Decisions

Committee decisions shall not be binding on Council if such decisions are in conflict with the delegated powers of the Council.



Superannuation for Elected Members

Draft Policy Proposal

September 2021

About WALGA

The WA Local Government Association (WALGA) is working for Local Government in Western Australia. As the peak industry body, WALGA advocates on behalf of 139 Western Australian Local Governments. As the united voice of Local Government in Western Australia, WALGA is an independent, membership-based organization representing and supporting the work and interests of Local Governments in Western Australia. WALGA provides an essential voice for 1,222 Elected Members, approximately 22,000 Local Government employees (16,500 Full Time Equivalent's) as well as over 2.67 million constituents of Local Governments in Western Australia.

Contacts

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Entitlement to Superannuation

Elected Members, like all workers, should be entitled to payment of superannuation. Payment of superannuation to Elected Members would address a historical anomaly that has seen Elected Members denied a benefit enjoyed by the broader workforce.

Given community expectations and the time commitment of serving on or leading a Council, many Elected Members are sacrificing opportunities for paid work to serve their community on Council.

As has been well documented through recent Inquiries into Local Government, “the role of a Councillor is challenging. Councillors are responsible for overseeing a complex business – that provides a broad range of functions, manages significant public assets, and employs in some cases hundreds of staff – all in a political and publicly accountable environment.”¹

It is crucial to the functioning of Local Government that Elected Members are appropriately remunerated for their time and contribution.

Payment of superannuation to Elected Members aligns with the objective of the superannuation system, which is “to provide income in retirement to substitute or supplement the Age Pension.”²

In addition, it is hoped that payment of superannuation would lead to greater interest and more nominations to serve on Council from women and younger people, leading to greater representation on Councils by people from traditionally underrepresented demographics.

Current Arrangements

Under current arrangements, Elected Members can voluntarily decide to have all or a portion of their allowances paid into a superannuation fund.

In addition, under the *Superannuation Guarantee (Administration) Act 1992* (Cth), Local Governments can unanimously resolve to be considered an ‘eligible local governing body’ through the *Taxation Administration Act 1953* (Cth).

As a consequence of such a resolution, Elected Members would then be treated similarly to employees and the Local Government would be required to make superannuation

¹ WALGA (2019) *Final Submission: Select Committee into Local Government*. Page 35. [https://www.parliament.wa.gov.au/Parliament/commit.nsf/lulnquiryPublicSubmissions/DCCAD309ECAE29E04825848100171E77/\\$file/lo.lgi.150.190910.sub.walga.pdf](https://www.parliament.wa.gov.au/Parliament/commit.nsf/lulnquiryPublicSubmissions/DCCAD309ECAE29E04825848100171E77/$file/lo.lgi.150.190910.sub.walga.pdf)

² Australian Government: The Treasury (2021) *Superannuation Reforms*. <https://treasury.gov.au/superannuation-reforms>

contributions in addition to payment of allowances. However, a resolution of this nature also has significant implications: pay as you go (PAYG) tax would be required to be withheld for remission to the Australian Taxation Office (ATO), and Fringe Benefit Tax (FBT) would be applicable to all benefits provided to Elected Members. For these reasons, Local Governments in Australia typically do not pursue this course of action.

Other Jurisdictions

Approaches in other jurisdictions are mixed, however the issue of superannuation entitlements for Elected Members has increasingly been the subject to public debate in other states of Australia.

In New South Wales, following a state-led discussion paper and consultation process, amendments to the Local Government Act have been put forward that would enable Councils to resolve to pay superannuation contributions from July 2022.

This mirrors the approach in Queensland where, under the state's Local Government Act, Councils may resolve to pay superannuation contributions to Elected Members.

Elected Members in Victoria are paid a cash loading equivalent to the superannuation guarantee, but this is not required to be paid into a superannuation fund.

No superannuation is paid in Tasmania, South Australia or the Northern Territory.

Proposed Approach

The recommended advocacy approach is to propose that the *Local Government Act 1995* be amended to facilitate the payment of superannuation to Elected Members in addition to fees and allowances.

This approach avoids the problems associated with the current arrangements around the need to withhold income tax and pay fringe benefits tax.

A fundamental question relates to whether the proposed amendment to the Local Government Act should *require* Local Governments to pay superannuation, or whether the decision to pay superannuation should be a decision of Council.

Under the principle of general competence, Local Governments should be empowered to manage their own affairs and the case could be made that this ought to extend to the payment of superannuation to Elected Members. However, as the superannuation system is underpinned by its universality, and there is potential for payment of superannuation to

become a political debate around the Council table, a strong case can be made for the payment of superannuation to Elected Members to be a legislative requirement.

On balance, it is posited that, to achieve the objectives of the superannuation system and to avoid politicisation of the decision at a local level, payment of superannuation should be a universal entitlement for Elected Members and therefore a requirement of Local Governments contained in the Local Government Act.

Feedback is sought from Members on this specific issue:

Should Local Governments be enabled or required to pay superannuation to Elected Members?

Why is that approach preferred?

As is the case in other jurisdictions, the Salaries and Allowances Tribunal should not consider the payment of superannuation as part of their deliberative process. Specifically, payment of superannuation, equivalent to the superannuation guarantee, should be over and above the fees and allowances determined by the Salaries and Allowances Tribunal.

Costs

There will be a cost associated with the payment of superannuation to Elected Members. These costs will be particularly noticeable in the first year when superannuation becomes payable.

The table below identifies the maximum possible cost of paying superannuation based on the current Salaries and Allowances Tribunal (SAT) determination³, and the current superannuation guarantee of ten percent.

The second column in the table identifies the maximum number of Elected Members currently elected to at least one Local Government in each SAT band in Western Australia. The third column then assumes that the maximum allowances are paid to all Councillors, the Mayor or President and the Deputy Mayor or Deputy President. From this, the maximum superannuation liability, based on the current SAT determination and the current superannuation guarantee of ten percent, per SAT band is calculated.

³ Salaries and Allowances Tribunal (2021) *Determination of the Salaries and Allowances Tribunal on Local Government Chief Executive Officers and Elected Members*, 8 April 2021. <https://www.wa.gov.au/sites/default/files/2021-04/Local%20Government%20Chief%20Executive%20Officers%20and%20Elected%20Members%20Determination%20No%201%20of%202021.pdf>

It is acknowledged that the actual liability for each Local Government is likely to be less than the maximum due to fewer Elected Members than the maximum listed in the second column, and / or paying less than the maximum allowances to Elected Members. In this way, the table below represents the **maximum** potential cost to Local Governments in each band.

Band	Maximum number of Elected Members (currently)	Maximum fees and allowances	Maximum Superannuation liability
1	15	\$603,199	\$60,320
2	13	\$389,101	\$38,910
3	11	\$235,208	\$23,521
4	11	\$139,653	\$13,965

While the costs are acknowledged, it is argued that on balance the benefits of paying superannuation to Elected Members as outlined in this paper outweigh the costs.

Recommendation

WALGA recommends to the Minister for Local Government:

That the *Local Government Act 1995* be amended to require Local Governments to pay Elected Members, into a nominated superannuation account, an amount equivalent to the superannuation guarantee determined with reference to fees and allowances paid to each Elected Member.

Process for Consultation

This paper has been prepared as a *Draft Policy Position Paper*. Feedback is sought from members in regards to the recommendation put forward by this paper.

Comments or submissions should be made to Tim Lane, Manager Strategy and Association Governance, at tlane@walga.asn.au by **Friday, 22 October**.

State Council's Governance Policy Team will meet in late October to consider member comments and submissions and provide guidance to inform a State Council agenda item, which will be considered at November Zone meetings and the 1 December meeting of State Council.

Following a State Council decision, advocacy will be undertaken with the Minister for Local Government.



ROLLING ACTION SHEET

ROLLING ACTION SHEET

August 2021 (encompassing Council Resolutions up to Council Meeting held September 2021)

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"> 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. 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 1 to prohibit 'Afforestation' within the Rural zone of the scheme area. 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. Directs the Chief Executive Officer to engage a suitably qualified consultant to undertake a Bush Fire Hazard Assessment of the Shire municipality, in consultation with FESA, and in accordance with the Planning for Bush Fire Protection document. 	L Guthridge	<ol style="list-style-type: none"> Noted. 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. Noted. 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 	<p>October 2021</p> <p>Criteria for locating of plantations will be included in the new Local Planning Strategy currently being prepared. This criteria may include separation distances from townsites or rural-residential developed land. Once the Local Planning Strategy has been endorsed preparation of a new Plantations Policy, referencing the criteria contained in the Local Planning Strategy can commence. A draft Local Planning Strategy is expected to be presented to Council by June 2022.</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>consultation. Council in March 2016 resolved not to progress. See Point 6 below.</p> <p>5. Commenced but little progress to date, pending adoption of Bushfire Hazard Strategy. No further action progressed. New detailed Bushfire Hazard Level Assessment to be prepared for Local Planning Strategy, with recommendations for plantation exclusion (August 2017).</p> <p>November 2018 New draft Bushfire Hazard Assessment being prepared by consultant, to assist further consideration of plantation exclusion.</p> <p>December 2018 CEO and Manager Planning met with bushfire consultant on 28 November 2018. Bushfire Hazard Assessment nearing completion for presentation to Council early in 2019.</p> <p>6. Noted. Draft Bush Fire Hazard Strategy adopted by Council in August 2012 for the purpose of future public consultation along with scheme amendments. See Item C.19/0812 below. No further action to be taken with strategy as per C.18/0216. No further action on policy review (May 2016).</p> <p>January 2019 Final draft Bushfire Hazard Strategy received for Staff review, to be presented to Council by March 2019. No progress made of Plantation Applications Policy Review.</p> <p>February 2019 Bushfire Hazard Level Assessment feedback sent to consultant for finalising document. Research commenced for Plantation Applications Policy Review.</p>	
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			<p>March 2019 Final Bushfire Hazard Level Assessment received for staff review then to be presented to Council in April 2019. Research commenced for Plantation Applications Policy Review.</p> <p>April 2019 Final BHL report received still under review for presentation to Council in May 2019. BHL to also be sent to DPLH and DFES. Further research into Plantation Applications Policy review not progressed.</p> <p>July 2019 Final BHL report received still under review for presentation to Council in August 2019. BHL to also be sent to DPLH and DFES. Further research into Plantation Applications Policy review not progressed.</p> <p>August 2019 BHL to be presented to Council in November 2019.</p> <p>September 2019 Draft BHL referred to DPLH and DFES for preliminary feedback, before being presented to Council.</p> <p>October 2019 Preliminary response received from DFES on draft BH. Pending feedback from DPLH.</p> <p>November 2019 Preliminary response received from DFES on draft BHL. Pending feedback from DPLH.</p> <p>December 2019 Preliminary response received from DFES on draft BHL. Pending feedback from DPLH.</p> <p>January 2020 Preliminary response received from DFES on draft BHL. Pending feedback from</p>		
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			<p>DPLH.</p> <p>February 2020 Preliminary response received from DFES on draft BHL. Pending feedback from DPLH.</p> <p>March 2020 Preliminary response received from DFES on draft BHL. Pending feedback from DPLH.</p> <p>April 2020 Preliminary response received from DFES on draft BHL. Pending feedback from DPLH.</p> <p>May 2020 Preliminary response received from DFES on draft BHL. Contact with DPLH made in May 2020 for pending feedback. Meeting to be scheduled shortly.</p> <p>June 2020 Meeting with DPLH scheduled for 26 June 2020 to discuss draft Bushfire Hazard Level Assessment.</p> <p>July 2020 Meeting with DPLH scheduled held on 26 June 2020 to discuss draft Bushfire Hazard Level Assessment. Councillor Briefing to be held on 23 July 2020 regarding draft Bushfire Hazard Level Assessment and other bushfire issues.</p> <p>August 2020 Councillor Briefing held 23 July 2020 on findings of the BHL and bushfire framework review update. Final BHL to be presented to Council in August 2020 for adoption.</p> <p>September 2020 Bushfire Hazard Level Assessment adopted by Council 27 August 2020. Local Planning Strategy progressing. Plantation Applications Policy still to be reviewed.</p>		
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			<p>October 2020 Plantation Applications Policy still to be reviewed.</p> <p>February 2021 No progress since last update</p> <p>April 2021 All aspects of the resolution have been completed excepting review of Plantations Policy – a report will be submitted to the May Council meeting on this review.</p> <p>June 2021 It had been the intention to present a report on the review of Town Planning Scheme Policies, including the Plantation Policy to the June Council meeting however further work and internal discussion is required before that report can be completed. It is intended to present the report to the July Council meeting.</p> <p>July 2021 At the time of reviewing the Rolling Action Sheet a report on the review of Town Planning Scheme Policies, including the Plantation Policy was being prepared for inclusion in the Council agenda.</p> <p>August 2021 The report on planning policies presented to the July Council meeting identified a need to review the current 'Plantation Applications' Policy and this will be progressed.</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 Clynych	<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</p>	<p>October 2021 The meeting with the owners of the Bridgetown Caravan Park didn't occur as proposed so the report will be presented to the November Council meeting</p>	

			<p>report back to Council (April 2017).</p> <p>A meeting has recently been held with representatives of the Bridgetown Agricultural Society regarding development of a dump point at the showgrounds (June 2017).</p> <p>Greenbushes appears to comply with the requirements necessary to obtain "RV Friendly Destination" Status and the Visitor Centre Manager is in the process of submitting an application (February 2018).</p> <p>An application to Water Corporation is currently being prepared for a sewerage connection for a dump point at the railway car park. This will enable a cost estimate to be conducted. Funding of the dump point is a proposed new action in the updated corporate Business Plan proposed to be presented to the budget workshop (May 2018).</p> <p>Discussions occurred at August Council Concept forum. Railway car park site confirmed. Costings and design for both sewerage and holding tank options being progressed (September 2018).</p> <p>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>		
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			<p>March 2019 Planning and cost estimates for establishment of a dump point in the railway car park is being completed in time for 2019/20 budget considerations. Greenbushes site – refer comments for Resolution C.16/0513 on Page 5.</p> <p>April 2019 An application has been submitted to Water Corporation for connection to sewer for the proposed dump point in the railway car park. A dump point at the Greenbushes Sportsground is being investigated as part of the planning for that precinct.</p> <p>June 2019 At the June Concept Forum council determined to include funding in 2019/20 for installation of a sewer connected dump point in the railway car park. This funding will be confirmed in the 2019/20 budget.</p> <p>October 2019 The approval process for connection of sewer to the proposed dump point in the railway car park (Bridgetown) has commenced. 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</p>		
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			<p>current community consultation for Greenbushes Sportsground Precinct.</p> <p>May 2020 Installation of the dump point in railway car park has been deferred as trenching of Spencer Street is required for sewer connection and plumber raised concerns about trenching in Winter. Works have been rescheduled for Spring.</p> <p>Greenbushes camp area is included in current community consultation for Greenbushes Sportsground Precinct.</p> <p>January 2021 Preparation of a scope of works for consultants to progress the conceptual design of the Greenbushes Sportsground and Tourism Precinct project is being prepared in house for review by ELT and issue in February 2021.</p> <p>The Bridgetown dump point has been installed and is now operational. Directional street signage has been ordered and awaiting supply.</p> <p>February 2021 Directional signage to dump point, electric vehicle recharge station, caravan parking, etc. installed.</p> <p>March 2021 A Camping Strategy is to be prepared and will address the RV Friendly Towns requirements.</p> <p>April 2021 No progress since last update.</p> <p>May 2021 No progress since last update</p> <p>June 2021 No progress since last update</p> <p>July 2021 No progress since last month.</p>		
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			<p>August 2021 No progress since last month.</p> <p>September 2021 Discussions were held with councillors at the September Concept Forum and it is intended to prepare a report to the October Council meeting on the provision of limited free overnight caravan parking in the railway car park. The report will also address any other existing constraints to achieving either RV Friendly Town or RV Destination status for Bridgetown and Greenbushes.</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 Clynch	<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>October 2021 No progress since last update</p>	

			<p>February 2019 Submission lodged with Department of Water and Environmental Regulation recommending that the Greenbushes Catchment Area should be abolished under the Country Areas Water Supply Act 1947.</p> <p>September 2019 DWER is currently conducting stakeholder consultation on the abolition of the Greenbushes Catchment Area under the Country Areas Water Supply Act 1947 on the basis that water quality issues with this 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>		
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			<p>July 2020 A meeting with DBCA is being arranged for August.</p> <p>August 2020 A meeting was held with DBCA to discuss a number of matters including the 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> <p>January 2021 No further progress.</p> <p>February 2021 No progress since last update</p> <p><u>April 2021</u> No progress since last update.</p> <p>May 2021 No progress since last update</p> <p>June 2021 A meeting was held last week with an officer of the Water Corporation to discuss any issues precluding transfer of the land to the Shire. All matters have been addressed and the issue is currently with DBCA to progress. An update has been requested from DBCA.</p> <p>July 2021 Contact has been made with DBCA to arrange a meeting of stakeholders to accelerate the disposal to the Shire of the Dumping Gully dams.</p> <p>August 2021 No progress since last update</p>		
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			September 2021 No progress since last update		
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 Strategy for all land within the Shire of Bridgetown-Greenbushes municipality, as per the Scheme Map Area marked in Attachment 9. Pursuant to section 72 of the Planning and Development Act 2005 and regulation 19 of the Planning and Development (Local Planning Schemes) Regulations 2015, directs the Chief Executive Officer to prepare a new Local Planning Scheme No. 6, for all land within the Shire of Bridgetown-Greenbushes municipality, as per the Scheme Map Area in Attachment 9, and upon gazettal will revoke Town Planning Scheme No. 3 and Town Planning Scheme No. 4. Pursuant to section 72 of the Planning and Development Act 2005 and regulation 20 of the Planning and Development (Local Planning 	L Guthridge	<ol style="list-style-type: none"> Noted. Noted. Preliminary investigations completed. Preliminary draft report received February 2018 for staff review. Meeting scheduled with Department of Planning, Lands and Heritage for 8 March 2018 for preliminary advice. Follow up meeting with DPLH staff on 27 March 2018, working with consultant on modifications. Draft report to be presented to Council in July 2018 (April 2018). Contact has since been made with a planning consultant to assist in completion of the Local Planning Strategy (June 2018). Consultant has been engaged (July 2018). Meeting held with DPLH staff on 4 September 2018 (September 2018). Noted. Noted. Correspondence sent to WAPC on 26 October 2017. Response received. Noted. To be actioned. <p>November 2018 Liaison with Shire's planning consultant and DPLH staff continuing.</p> <p>December 2018 Sections of draft LPS prepared by planning consultant currently being reviewed by Shire staff.</p> <p>January 2019 Final draft Bushfire Hazard Level</p>	<p>October 2021 Staff continue to work with consultant on addressing relevant issues for inclusion in Local Planning Strategy.</p>	

	<p>Schemes) Regulations 2015, directs the Chief Executive Officer to forward to the Western Australian Planning Commission:</p> <ul style="list-style-type: none"> 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 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>6. Subject to receiving notification from the Western Australian Planning Commission pursuant to regulation 20 of the Planning and Development (Local Planning Schemes) Regulations 2015, directs the Chief Executive Officer to:</p> <ul style="list-style-type: none"> 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. b) forward a copy of the notice to and seeking a memorandum in writing setting out any recommendations in respect of the resolution to: <ul style="list-style-type: none"> (i) the local government of each district that adjoins the local government district; (ii) each licensee under the Water 		<p>Assessment received for Shire staff review. Further consultation with planning consultant undertaken in December 2018.</p> <p>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.</p> <p>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.</p> <p>See C.14/0310 above in relation to Bushfire Hazard Level Assessment.</p> <p>April 2019 Meeting held with DPLH and SWDC staff in March 2019. Planning Consultant working on Planning Precinct Analysis. See C.14/0310 above in relation to Bushfire Hazard Level Assessment.</p> <p>May 2019 Liaison with DPLH staff, planning consultant and bushfire consultant continuing.</p> <p>June 2019 Further liaison with planning consultant continuing.</p> <p>July 2019 Further liaison with planning consultant and DPLH continuing.</p> <p>August 2019 Further liaison with planning consultant required.</p> <p>September 2019 Preliminary draft Local Planning Strategy referred to DPLH for feedback.</p> <p>October 2019 Pending DPLH feedback on draft Local</p>	
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	<p>(iii) Services Act 2012 likely to be affected by the scheme; 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>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 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</p>		
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			<p>Meeting with DLPH 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> <p>January 2021 Geoff Lush from Lush Fire and Planning Consultants have been appointed to assess (and provide an estimate for same) for what work is required to progress and complete the Local Planning Strategy.</p> <p>Once an estimate is received it will be determined if the Shire appoints Lush Fire and Planning in line with budget constraints.</p> <p>February 2021 No progress since last update</p> <p>March 2021 A consultant has been engaged to assist with completion of the Local Planning Strategy.</p> <p>April 2021 No progress to report since last update.</p> <p>May 2021 The consultant engaged to assist with preparation of the draft LPS is continuing to work on this project.</p>		
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			<p>June 2021 A meeting was held last week with the Department of Planning to discuss various matters being addressed in the Local Planning Strategy. Note there has been a restructure of the South West Office of the Department of Planning and the main purpose of the meeting was to update the new Manager. The Shire's consultant is continuing to work on the document.</p> <p>July 2021 The consultant engaged to assist with preparation of the draft LPS is continuing to work on this project.</p> <p>August 2021 Ongoing discussions and direction being given to consultant. Discussion with Department of Planning also occurring on regular basis.</p> <p>September 2021 A meeting was held with the planning consultant and staff of DPLH to discuss pressing issues being addressed in the LPS. Good direction was received at that meeting.</p>		
C.04/0519 Development of Plans for Upgrade of Bridgetown CBD Parking and Geegelup Brook Beautification	<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. 	T Clynych	<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 2021 Planning for the proposed community design workshop is progressing with a date in mid to late November to be set for the workshop. Once the date and scope of the workshop is set invites can be sent out to the community.</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 if 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>January 2021 The Development Infrastructure Group (internal) has reviewed the draft scope/tender documents and they are now waiting review by ELT (expected to occur in February).</p> <p>February 2021 No progress since last update</p>		
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			April 2021 No progress to report since last update. May 2021 A proposal for a community design exercise is currently being developed for presentation to Council. June 2021 No progress since last update July 2021 No progress since last month. August 2021 No progress since last update September 2021 No progress since last update		
C.04/0320 Order to Take Measures to Prevent Straying Stock	1. That Council withdraw the order placed on the owner of the property at RSN 298 Connell Road, Catterick requiring the owner to make necessary arrangements to ensure that stock is contained within that property and to remove any existing cattle grids within the road reserve of Connell Road. 2. That the CEO report back to Council on the need for determining a position or policy on the use of cattle grids on public roads.	T Clynych	April 2020 Order has been withdrawn. 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 January 2021 No further progress February 2021 No progress since last update March 2021 No progress since last update April 2021 No progress to report since last update May 2021 No progress since last update. June 2021 No progress since last update July 2021 No progress since last month. August 2021 No progress since last update September 2021	October 2021 No progress since last month	

			No progress since last update		
C.06/0321 Consideration of Recommendation from Annual General Meeting of Electors – Peninsula Road Speed Limit	That Council direct the CEO to submit a request Main Roads Western Australia to consider a reduction of the speed limit on Peninsula Road between Hampton Street and Maslin Reserve.	G Arlandoo	<p>April 2021 The request to Main Roads Western Australia is currently being actioned with the first action to be the obtaining of up to date traffic count information in order to inform the request.</p> <p>May 2021 No progress since last update.</p> <p>June 2021 Traffic data currently being processed.</p> <p>July 2021 Application made to Main Roads WA.</p> <p>August 2021 Awaiting determination of application by Main Roads Western Australia</p> <p>September 2021 No progress since last update</p>	<p>October 2021 Still awaiting response from Main Roads Western Australia</p>	
C.09/0321 Greenbushes CBD Parking & Safety Enhancement Project	<p>That Council:</p> <ol style="list-style-type: none"> Endorses the final concept (layout) plan for the Greenbushes CBD Parking & Safety Enhancement Project as per Attachment 6. Notes and acknowledges the contribution by Talison Lithium Pty Ltd to fund the land acquisition component of the Greenbushes CBD Parking & Safety Enhancement Project Amends the 2020/21 budget to reflect the financial contribution by Talison Lithium Pty Ltd, being unbudgeted revenue and matching unbudgeted expenditure of \$80,000 noting that in the event of expenditure being less than this amount a reduced financial contribution will be received. Authorise the CEO to lodge an application for subdivision to excise the land required for the Greenbushes CBD Parking & Safety Enhancement Project from Lots 35, 36 and 37 Blackwood Road, Greenbushes. 		<p>April 2021 Work has been done in reformatting the final concept (layout) plan into a plan suitable for lodging with an application for subdivision to excise the land for the car park from existing lots. The subdivision application form is being prepared and is awaiting signing by the land owners prior to submittal to the Western Australian Planning Commission.</p> <p>May 2021 Awaiting endorsement of the subdivision application by land owners.</p> <p>June 2021 No progress since last update</p> <p>July 2021 No progress since last month.</p> <p>August 2021 Surveyor appointed to lodge subdivision application</p> <p>September 2021 Preliminary assessment of the subdivision application has been received from DPLH,</p>	<p>October 2021 Subdivision application has been lodged and awaiting determination by Western Australian Planning Commission</p>	

	5. Authorise the CEO to complete the land acquisition processes for excising the land required for the Greenbushes CBD Parking & Safety Enhancement Project from Lots 35, 36 and 37 Blackwood Road, Greenbushes.		necessitating some minor changes to the plan of subdivision. Consultation is occurring with the owner on these changes before the application is resubmitted.		
C.08/0421 Visitor Information Services & Brierley Jigsaw Gallery Outsourcing Business Case	<p>That Council:</p> <ol style="list-style-type: none"> 1. Receive the Business Case for the outsourcing of the Shire of Bridgetown-Greenbushes Visitor Centre, including the Brierley Jigsaw Gallery. 2. Endorse the recommendation contained in the Business Case to outsource the management of the Visitor Centre and the Brierley Jigsaw Gallery to the Bridgetown Community Resource Centre (CRC). 3. Direct the CEO to <ol style="list-style-type: none"> a. Develop an implementation plan and a communications plan to facilitate the transfer of responsibility for management of the Visitor Centre from the Shire of Bridgetown-Greenbushes to the CRC including the relocation of the CRC to the current Visitor Centre building. b. Develop a draft 5 year contract with the CRC to formalize the terms of agreement, outlining service delivery key performance indicators, annual operating subsidy and funding contributions of both parties with regard to the required building refurbishments with a final draft to be presented to Council for endorsement. c. Commence engagement with the Bridgetown Historical Society regarding the removal of the existing museum items in the Visitor Centre building 	E Denniss	<p>May 2021 A preliminary implementation approach has been prepared and will be implemented in late May.</p> <p>June 2021 Implementation plan completed; letters issued to all stakeholders advising of Council decision and inviting them to meet with CEO and EMCS.</p> <p>July 2021 Review of all internal procedures currently progressing to facilitate service delivery transition.</p> <p>Design of interior layout and building modifications currently in progress (CRC managed).</p> <p>Two news article prepared and run on website.</p> <p>Preliminary meetings with all stakeholders conducted. These will continue throughout the financial year moving towards relevant relocation requirements.</p> <p>August 2021 Regular discussions and meetings being held with Bridgetown CRC.</p> <p>September 2021 A further meeting was held with Bridgetown CRC representatives in mid-September where progress on building plans and cost estimates were discussed.</p>	October 2021 A floor plan and estimated costings for fit out of the building has been completed. A briefing will be provided to the November Concept Forum.	

	d. Commence engagement with the Blues at Bridgetown and Bridgetown Landcare regarding their proposed relocation from the current Visitor Centre building to the current Community Resource Centre building.				
C.09/0521 Access and Inclusion Advisory Committee Membership & Visitor Centre Access	<p>1. That Council direct the CEO to investigate options to increase the accessibility of the current Visitor Centre building.</p> <p>2. That Council endorse the appointment of community member Roberta Waterman to the Access and Inclusion Advisory Committee.</p>	T Clynych	<p>June 2021 This action is linked to Resolution C.08/0421 Visitor Information Services & Brierley Jigsaw Gallery Outsourcing Business Case with the consultations associated with that resolution informing this issue.</p> <p>July 2021 No progress since last month.</p> <p>August 2021 No progress since last update</p> <p>September 2021 Accessibility is a consideration in the current planning being undertaken for the CRC to move to the Visitor Centre.</p>	<p>October 2021 The draft plans for fit out of the visitor centre include retrofitting an automatic sliding door at the entrance.</p>	
C.11/0521a Speed Limit – Stanifer St & Maranup Ford Rd	<p>That Council direct the Chief Executive Officer to submit a request to Main Roads Western Australia seeking:</p> <ol style="list-style-type: none"> 1. A reduction in the existing 80 kph speed zone on Stanifer St to 60 kph. 2. Removal of the existing 80 kph zone on Maranup Ford Rd extending 1.6 km from Stanifer St and the creation of a two new speed zones as follows: <p>A. 60 kph speed zone on Maranup ford Rd extending 1.90 km from Stanifer St.</p> <p>B. 80 kph speed zone on Maranup Ford Rd from the end of the above 60 kph zone to the intersection of Huitson Rd.</p>	G Arlandoo	<p>June 2021 Shire Officers yet to obtain up-to-date traffic count information in order to inform the request to MRWA in determining the speed zones applicable to the areas under consideration.</p> <p>July 2021 Application made to Main Roads WA.</p> <p>August 2021 Awaiting determination of application by Main Roads Western Australia</p> <p>September 2021 No progress since last update</p>	<p>October 2021 Still awaiting response from Main Roads Western Australia</p>	
C.11/0621 Civic Centre Car	<p>That Council:</p> <ol style="list-style-type: none"> 1. Note the submissions received in 2019 as per 	G Arlandoo	<p>July 2021 No progress since last month.</p>	<p>October 2021 Some preliminary works for car parking on</p>	

Park, Steere Street and Stewart Street Precinct	Attachment 15 and 2020/21 as per Attachment 16. 2. Request the Chief Executive Officer to implement the design of Civic Centre Car Park, Steere Street and Stewart Street Precinct as per Attachment 13. 3. Authorise the Chief Executive Officer to execute any minor modifications as may be necessary to safely and efficiently implement the project.		August 2021 Funds included in 2021/22 budget with work to be scheduled into 2021/22 works program. September 2021 No progress since last update	Stewart Street have recently commenced.	
C.15/0621b Proposed Land Exchange - Lot 1 (141) Hampton Street, Bridgetown and Closed Portions of Henry Street	That Council fund the \$2,500 difference of \$2,500 ex-GST to be paid to the State of Western Australia, necessary for finalization of the proposed land exchange of Part Lot 1 Hampton Street and the closed portions of Henry Street road reserve, adjacent to Lot 1 Hampton Street, Bridgetown	T Clynych	July 2021 Contact made with DPLH to determine process to reactivate the land exchange August 2021 New subdivision application being prepared. September 2021 No progress since last update	October 2021 Awaiting endorsement of the subdivision application form by the affected land owner.	
C.02/0721 Review of Local Laws	<p>1. That in accordance with section 3.16(3) of the Local Government Act 1995, Council note and consider the three submissions received in response to its statutory review of Local Laws.</p> <p>2. That in accordance with section 3.16(4) of the Local Government Act 1995 Council resolves to repeal the Pest Plants Local Law.</p> <p>3. That in accordance with section 3.16(4) of the Local Government Act 1995 Council resolves to amend the following Local Laws with reports to be presented to future Council meetings presenting details of the proposed amendments for consideration:</p> <ul style="list-style-type: none"> (i) Activities on Thoroughfares and Trading in Thoroughfares & Public Places Local Law (ii) Cats Local Law (iii) Fencing Local Law (iv) Health Local Law (v) Standing Orders Local Law <p>4. That in accordance with section</p>	T Clynych	<p>August 2021 No progress since last update September 2021 This resolution is being actioned in parts (each Local Law being actioned independently). An item on the repeal of the Pest Plants Local Law is contained in the September Council agenda</p>	October 2021 Report on Pest Plants Repeal Local Law presented to September Council meeting.	

	<p>3.16(4) of the Local Government Act 1995 Council resolves to retain without amendment the following Local Laws:</p> <ul style="list-style-type: none"> (i) Bush Fire Brigades Local Law (ii) Cemeteries Local Law (iii) Dogs Local Law (iv) Parking & Parking Facilities Local Law <p>5. That in accordance with section 3.12 of the Local Government Act 1995 Council resolves to make a Waste Local Law with a report to be presented to a future Council meeting presenting a draft Local Law for consideration.</p> <p>6. In accordance with section 3.16(4) of the Local Government Act 1995 Council resolves to amend the Local Government Property Local Law by reviewing clause 5.3 of the Local Law with a report on this proposed amendment to be presented to future Council meetings.</p>				
C.06/0721 Rating Status of Lot 600 (185) Hampton Street, Bridgetown (Bridgetown Repertory Club)	<p>1. Acknowledge that clarity is required for definitions contained within Section 6.26(2) of the Local Government Act regarding the rateability of land and this has potential to raise implications for other ratepayer groups.</p> <p>2. In order to correctly apply Section 6.26 of the Local Government Act and according to best practice note that additional research is to be undertaken to clarify key definitions contained in Section 6.26(2) of the Local Government Act to inform the development of a policy to aid in future decision making.</p> <p>3. Maintain the status quo for the 2021/22 rating year in relation to the rateable status of Lot 600 (185) Hampton Street, Bridgetown.</p> <p>4. Directs the CEO to investigate and present</p>	T Clynych	<p>August 2021 No progress since last update</p> <p>September 2021 No progress since last update</p>	<p>October 2021 No progress since last update</p>	

	to Council a draft policy on the application of Section 6.26(2) of the Local Government Act and the granting of rate concessions for rateable properties owned by community/sporting groups.				
C.09/0721 Sponsorship and Digital Notice Boards Bridgetown Leisure Centre	That Council: 1. Endorse the installation of signage and digital notice board as shown in Attachment 7 at the Bridgetown Leisure Centre; 2. Direct the CEO to develop a Memorandum of Understanding with Bridgetown Basketball and Bridgetown Netball Associations outlining roles and responsibilities regarding design, purchase, installation, maintenance and currency of sponsors signage and digital notice boards; and 3. Delegated authority for the CEO to enter into any future agreement with other sporting clubs regarding of installation of sponsor signage and digital notice board at the Leisure Centre.		August 2021 No progress since last update September 2021 Draft MOUs have been prepared and forwarded to the Bridgetown Basketball and Bridgetown Netball Associations	October 2021 MOUs signed by both parties.	√
C.04/0821 Extension of Lease – 150 Hampton Street, Bridgetown (Bridgetown CRC)	That Council: 1. Approve an extension of up to 9 months of the current lease between the Shire of Bridgetown-Greenbushes and the Bridgetown Community Resource Centre at 150 Hampton Street Bridgetown noting that the lease may be terminated earlier with the agreement of both parties. 2. Note that the Bridgetown Community Resource Centre is an exempt body under Regulation 30 of the Local Government (Functions and General) Regulations, thus exempting the public consultation/advertising requirements under Section 3.58 of the Local Government Act.	T Clynh	September 2021 Extension of lease documentation being prepared for signing by both parties	October 2021 No progress since last update	
C.09/0821 School Kiss and Drop Areas	That Council approve: 1. The designation of eight (8) existing ordinary parking bays on Roe St adjacent to the St Brigid's Primary School Library as a bus zone as per Attachment 8.	S Alexander	September 2021 Signs have been ordered.	October 2021 Signs have been erected. Line marking still to occur.	

	<ol style="list-style-type: none"> 2. The designation of the existing bus zones on Roe St adjacent to St Brigid's Primary School as ordinary parking bays with no parking on school days during the times of 8am to 9am and 2:30pm and 3:30pm (Attachment 9). 3. The designation of eight (8) existing ordinary parking bays on Roe St to the south of the Bridgetown Primary School as no parking on school days during the times of 8am to 9am and 2:30pm and 3:30pm (Attachment 8). 				
C.10/0821a Proposed Land Purchase – Lot 501 on Deposited Plan 54482	That Council resolves to purchase Lot 501 on Deposited Plan 54482 for the sum of \$500 GST inclusive and funds the acquisition and land transfer costs by transferring a sum up to \$2,000 from the Land and Buildings Reserve.	T Clynych	September 2021 Offer and Acceptance being prepared	October 2021 No progress since last update	
C.11/0821 RFT 03/2021 Bridgetown Youth Precinct Renewal Tender	<p>That Council:</p> <ol style="list-style-type: none"> 1. Accept a Tender from Environmental Industries Pty Ltd for RFT 03/2021 – Bridgetown Youth Precinct Renewal Project at a price of \$884,422.10 (EX-GST); 2. Authorise the Chief Executive Officer to enter into a Contract with Environmental Industries Pty Ltd once the negotiated value of the Contract is within the revised Budget amount inclusive of the revised capital works, 5% contingency and Quality Control / Contract Administration costs; 3. Delegate to the Chief Executive Officer to negotiate minor variations to the Contract and remove the following scope of works to reduce the Contract price: <ul style="list-style-type: none"> • New prefabricated unisex toilet facility and associated demolition of the old toilet facility; • Parkour; 	L Guthridge	September 2021 Minor variations to contract agreed with by Environmental Industries Pty Ltd, draft contract submitted for signing.	October 2021 Contract signed. Works to commence late October. Discussion of potential LRCI projects to be held with councillors in November.	

	<ul style="list-style-type: none"> • Elements of hard landscaping inclusive of picnic table, log seating and rubbish bin enclosures; • Concrete Driveway replacement; • Option Item 3 – Additional Turf on western side of the Youth Precinct; and • Irrigation allowance. <p>4. Transfer an additional \$35,000 for the Bridgetown Youth Precinct Renewal Project from the Strategic Projects Reserve to Account 1349140 – Growth Strategy Project – Bridgetown Youth Precinct; and</p> <p>5. Note the value of Youth in our community and the significant consultation undertaken in developing the original scope of this project and consider funding any withdrawn elements as a “Stage 2” development, possibly funded by Phase 3 of the Local Roads & Community Infrastructure Fund (LRCIP).</p>				
C.03/0921 Pest Plant Repeal Local Law 2021	That Council give local public notice of its intention to make the Pest Plants Repeal Local Law 2021 and also give notice of this intention to the relevant Ministers responsible for Agriculture and Local Government. The purpose of the Pest Plants Repeal Local Law 2021 is to repeal an obsolete local law and the effect is to revoke the provisions contained in it, which have now been superseded by State legislation.	T Clynch		October 2021 Local public notice yet to commence.	
C.07/0921 Proposed New Local Planning Policy – Exemptions from Development Approval	That Council pursuant to Schedule 2 Part 2 Clause 4 (1) of the Planning and Development (Local Planning Schemes) Regulations 2015 adopts Draft Local Planning Policy – ‘Exemptions from Development Approval’ for the purpose of public advertisement in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015, subject to the policy being modified to; 1. Remove paragraph 3.3 clause (b);	A Hayat		October 2021 Advertising in Manjimup Bridgetown Times 13.10.21. Closing date for submissions is 3.11.21.	

	2. From clause (c), remove the words “In the case where a building envelope does not apply” and renumber this clause (b).				
C.08/0921 Aquatics Complex Season	<p>That Council:</p> <ol style="list-style-type: none"> 1. Note the results of the recent community survey on aquatics complex seasonal dates and confirm to make no change to the existing seasonal dates of 1 November to 31 March. 2. Direct the CEO to assess other feedback received from survey respondents and report back no later than February 2022 on options to change the 2022/23 aquatics complex season to extend the seasonal dates including estimated costs. At such time as receiving that report the Council is to determine the community engagement and consultation process to allow community input into such a decision. 	S Ellis		October 2021 No progress since resolution.	
C.09/0921 Review and Reprint of Trails Booklets	<p>That Council:</p> <ol style="list-style-type: none"> 1. Endorse the recommendations from its Trails Development Advisory Committee to: <ol style="list-style-type: none"> i. Proceed with the review and enhancement of the Bridgetown Heritage Walk Trail and its associated booklet. ii. Proceed with the review, redesign and printing of the Bridgetown Art Trail booklet to include the Greenbushes Art Trail and all new pieces that have been installed since the first edition (2018). iii. Proceed with the review, redesign and printing of the Somme Creek Fitness Trail pamphlet. iv. Proceed with conducting a flora and fauna survey for the proposed Geegelup Mountain Bike Trail Network. 2. Note the estimated costs of implementing the projects identified in Part 1 are \$22,890, 	M Richards		October 2021 No progress since resolution.	

	<p>made up of \$12,085 (Bridgetown Heritage Walk Trail including additional signage), \$5,570 (Bridgetown Art Trail booklet), \$3,000 (Somme Creek Fitness Trail pamphlet) and \$2,235 (flora and fauna survey).</p> <ol style="list-style-type: none"> 3. Note and accept the funding of \$6,000 from the Heritage Council of Western Australia's Heritage Grants Program 2020/21 to meet approximately one-half of the costs of the review and enhancement of the Bridgetown Heritage Walk Trail and its associated booklet. 4. Transfer the sum of \$2,500 from the Trails Reserve. 5. Note that in approving Part 1-4 the budget amendment increasing the 'materials and components' allocation for Account 31RA (Local Community Trails & Paths Projects) from \$14,743 to \$23,243. 				
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SHIRE OF BRIDGETOWN-GREENBUSHES

MONTHLY FINANCIAL REPORT

For the Period Ended 30 September 2021

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Program)
For the Period Ended 30 September 2021

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Operating Revenues						
Governance		1,169	552	520	(32)	(5.75%)
General Purpose Funding - Rates		4,987,868	4,923,752	4,923,078	(674)	(0.01%)
General Purpose Funding - Other		839,891	206,520	216,587	10,067	4.87%
Law, Order and Public Safety		1,158,923	103,207	89,254	(13,953)	(13.52%)
Health		14,100	24	138	114	476.25%
Education and Welfare		5,710	126	239	113	89.90%
Housing		34,580	8,990	7,243	(1,747)	(19.43%)
Community Amenities		1,111,418	974,574	988,923	14,349	1.47%
Recreation and Culture		3,158,258	55,686	56,902	1,216	2.18%
Transport		3,517,260	235,651	236,239	588	0.25%
Economic Services		249,429	31,399	28,952	(2,447)	(7.79%)
Other Property and Services		186,551	44,108	46,720	2,612	5.92%
Total Operating Revenue		15,265,157	6,584,589	6,594,797	10,208	
Operating Expenses						
Governance		(1,235,956)	(293,436)	(263,889)	29,547	10.07%
General Purpose Funding		(123,588)	(27,407)	(26,738)	669	2.44%
Law, Order and Public Safety		(1,160,888)	(269,676)	(220,893)	48,783	18.09%
Health		(158,989)	(34,134)	(36,747)	(2,613)	(7.65%)
Education and Welfare		(213,915)	(36,510)	(34,899)	1,611	4.41%
Housing		(34,580)	(13,853)	(10,591)	3,262	23.55%
Community Amenities		(1,937,307)	(437,855)	(398,189)	39,666	9.06%
Recreation and Culture		(3,295,451)	(667,848)	(561,109)	106,739	15.98%
Transport		(3,855,081)	(979,662)	(1,043,314)	(63,652)	(6.50%)
Economic Services		(731,326)	(169,587)	(155,627)	13,960	8.23%
Other Property and Services		(150,388)	(124,415)	(198,105)	(73,690)	(59.23%)
Total Operating Expenditure		(12,897,469)	(3,054,383)	(2,950,101)	104,282	
Funding Balance Adjustments						
Add back Depreciation		3,618,588	892,705	892,705	0	
Adjust (Profit)/Loss on Asset Disposal	8	6,400	0	0	0	
Less Grants Recognised in Prior Year		0	0	0	0	
Adjust Provisions and Accruals		0	0	18	18	
Net Cash from Operations		5,992,676	4,422,911	4,537,418	114,508	
Capital Revenues						
Proceeds from Disposal of Assets	8	114,300	0	0	0	
Total Capital Revenues		114,300	0	0	0	
Capital Expenses						
Land and Buildings		(3,309,058)	(70,096)	(43,298)	26,798	38.23%
Infrastructure - Roads		(2,721,411)	(4,127)	(9,602)	(5,475)	(132.66%)
Infrastructure - Footpaths		(5,000)	0	0	0	
Infrastructure - Drainage		(114,153)	(32,472)	0	32,472	100.00%
Infrastructure - Parks and Ovals		(1,248,174)	(26,680)	(28,496)	(1,816)	(6.81%)
Infrastructure - Bridges		(390,000)	0	0	0	
Infrastructure - Other		(565,414)	0	0	0	
Plant and Equipment		(692,755)	(16,000)	(14,900)	1,100	6.88%

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Program)
For the Period Ended 30 September 2021

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Capital Expenses (Continued)						
Furniture and Equipment		(34,247)	0	(1,642)	(1,642)	
Total Capital Expenditure	9	(9,080,212)	(149,375)	(97,938)	51,437	
Net Cash from Capital Activities		(8,965,912)	(149,375)	(97,938)	51,437	
Financing						
Transfer from Reserves	7	1,069,568	0	0	0	
Repayment of Debentures	10	(181,402)	0	0	0	
Principal of Lease payments	10	(44,595)	(10,498)	(10,498)	0	
Transfer to Reserves	7	(549,992)	(304)	(304)	0	
Net Cash from Financing Activities		293,579	(10,802)	(10,802)	0	
Net Operations, Capital and Financing		(2,679,657)	4,262,733	4,428,678	165,945	
Opening Funding Surplus(Deficit)	2	2,679,657	2,679,657	2,733,197	53,540	
Closing Funding Surplus(Deficit)	2	0	6,942,390	7,161,875	219,485	

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 September 2021

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Operating Revenues						
Rates	11	4,891,268	4,891,268	4,886,309	(4,959)	(0.10%)
Operating Grants, Subsidies and Contributions		1,882,078	467,275	458,908	(8,367)	(1.79%)
Grants, Subsidies and Contributions for the Development of Assets		6,507,197	69,680	73,049	3,369	4.84%
Fees and Charges		1,681,860	1,102,036	1,124,004	21,968	1.99%
Interest Earnings		63,800	16,122	11,567	(4,555)	(28.26%)
Other Revenue		237,254	38,208	40,960	2,752	7.20%
Profit on Disposal of Assets	8	1,700	0	0	0	
Total Operating Revenue		15,265,157	6,584,589	6,594,797	10,208	
Operating Expenses						
Employee Costs		(5,128,734)	(1,175,950)	(1,206,973)	(31,023)	(2.64%)
Materials and Contracts		(3,158,664)	(567,363)	(454,549)	112,814	19.88%
Utility Charges		(299,580)	(55,840)	(42,576)	13,264	23.75%
Depreciation on Non-Current Assets		(3,618,588)	(904,621)	(892,705)	11,917	1.32%
Interest Expenses		(65,139)	(738)	(626)	112	15.21%
Insurance Expenses		(288,224)	(288,182)	(288,363)	(181)	(0.06%)
Other Expenditure		(330,440)	(61,689)	(64,310)	(2,621)	(4.25%)
Loss on Disposal of Assets	8	(8,100)	0	0	0	
Total Operating Expenditure		(12,897,469)	(3,054,383)	(2,950,101)	104,282	
Funding Balance Adjustments						
Add back Depreciation		3,618,588	892,705	892,705	0	
Adjust (Profit)/Loss on Asset Disposal	8	6,400	0	0	0	
Less Grants Recognised in Prior Year		0	0	0	0	
Adjust Provisions and Accruals		0	0	18	18	
Net Cash from Operations		5,992,676	4,422,911	4,537,418	114,508	
Capital Revenues						
Proceeds from Disposal of Assets	8	114,300	0	0	0	
Total Capital Revenues		114,300	0	0	0	
Capital Expenses						
Land and Buildings		(3,309,058)	(70,096)	(43,298)	26,798	38.23%
Infrastructure - Roads		(2,721,411)	(4,127)	(9,602)	(5,475)	(132.66%)
Infrastructure - Footpaths		(5,000)	0	0	0	
Infrastructure - Drainage		(114,153)	(32,472)	0	32,472	100.00%
Infrastructure - Parks and Ovals		(1,248,174)	(26,680)	(28,496)	(1,816)	(6.81%)
Infrastructure - Bridges		(390,000)	0	0	0	
Infrastructure - Other		(565,414)	0	0	0	
Plant and Equipment		(692,755)	(16,000)	(14,900)	1,100	6.88%
Furniture and Equipment		(34,247)	0	(1,642)	(1,642)	
Total Capital Expenditure	9	(9,080,212)	(149,375)	(97,938)	51,437	
Net Cash from Capital Activities		(8,965,912)	(149,375)	(97,938)	51,437	

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 September 2021

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
		\$	\$	\$	\$	%
Financing						
Transfer from Reserves	7	1,069,568	0	0	0	
Repayment of Debentures	10	(181,402)	0	0	0	
Principal of Lease payments	10	(44,595)	(10,498)	(10,498)	0	
Transfer to Reserves	7	(549,992)	(304)	(304)	0	
Net Cash from Financing Activities		293,579	(10,802)	(10,802)	0	
Net Operations, Capital and Financing		(2,679,657)	4,262,733	4,428,678	165,945	
Opening Funding Surplus(Deficit)	2	2,679,657	2,679,657	2,733,197	53,540	
Closing Funding Surplus(Deficit)	2	0	6,942,390	7,161,875	219,485	

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 September 2021

	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Note	\$	\$	\$	\$	%	
Operating Revenues						
Governance						
Members of Council	850	480	480	0	0.00%	
Other Governance	319	72	40	(32)	(44.07%)	
General Purpose Funding - Rates						
Rates	4,987,868	4,923,752	4,923,078	(674)	(0.01%)	
Other General Purpose Funding	839,891	206,520	216,587	10,067	4.87%	
Law, Order and Public Safety						
Fire Prevention	1,111,473	91,193	74,439	(16,754)	(18.37%)	▼
Animal Control	23,750	5,931	9,389	3,458	58.30%	▲
Other Law, Order and Public Safety	23,700	6,083	5,426	(657)	(10.80%)	
Health						
Prev Services - Inspection and Admin	14,100	24	138	114	476.25%	
Education and Welfare						
Other Education	710	126	239	113	89.90%	
Aged and Disabled - Other	5,000	0	0	0		
Housing						
Staff Housing	34,580	8,990	7,243	(1,747)	(19.43%)	▼
Community Amenities						
Sanitation - General Refuse	1,028,424	956,877	965,524	8,647	0.90%	
Sanitation - Other	100	0	280	280		
Sewerage	15,080	3,768	2,027	(1,741)	(46.19%)	▼
Urban Stormwater Drainage	11,364	0	0	0		
Town Planning and Regional Develop	34,700	8,496	9,606	1,110	13.06%	▲
Other Community Amenities	21,750	5,433	11,485	6,052	111.39%	▲
Recreation and Culture						
Public Halls and Civic Centres	692,157	1,502	2,841	1,339	89.12%	▲
Other Recreation and Sport	1,391,522	51,462	50,438	(1,024)	(1.99%)	
Libraries	10,150	2,557	2,683	126	4.92%	
Heritage	1,063,029	165	941	776	470.41%	
Other Culture	1,400	0	0	0		
Transport						
Streets and Road Construction	2,830,264	60,000	60,000	0	0.00%	
Streets and Road Maintenance	190,992	175,639	176,239	600	0.34%	
Parking Facilities	495,904	12	0	(12)	(100.00%)	
Traffic Control	100	0	0	0		
Economic Services						
Tourism and Area Promotion	168,673	16,855	13,989	(2,866)	(17.00%)	▼
Building Control	47,021	13,645	14,963	1,318	9.66%	
Economic Development	5,285	47	0	(47)	(100.00%)	
Other Economic Services	28,450	852	0	(852)	(100.00%)	
Other Property and Services						
Private Works	68,100	10,832	11,894	1,062	9.81%	▲
Plant Operation Costs	30,000	7,497	7,559	62	0.82%	
Salaries and Wages	20,000	5,000	17,647	12,647	252.94%	▲
Works Activity Department	0	0	0	0		
Corporate Services Department	4,000	4,000	4,140	140	3.49%	
Admin and Finance Activity Units	250	60	144	84	140.77%	

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Sub Program)
For the Period Ended 30 September 2021

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Operating Revenues (Continued)							
Planning and Environment Department		44,855	11,213	0	(11,213)	(100.00%)	▼
Chief Executive Office Department		0	0	0	0		
Community Services Department		0	0	0	0		
Unclassified		19,346	5,506	5,336	(170)	(3.09%)	
Total Operating Revenue		15,265,157	6,584,589	6,594,797	10,208		
Operating Expenses							
Governance							
Members of Council		(397,095)	(102,988)	(102,007)	981	0.95%	
Other Governance		(838,861)	(190,448)	(161,882)	28,566	15.00%	▲
General Purpose Funding							
Rates		(122,889)	(27,329)	(26,645)	684	2.50%	
Other General Purpose Funding		(699)	(78)	(94)	(16)	(20.03%)	
Law, Order and Public Safety							
Fire Prevention		(1,029,638)	(236,922)	(206,576)	30,346	12.81%	▲
Animal Control		(69,649)	(16,143)	(2,918)	13,225	81.92%	▲
Other Law, Order and Public Safety		(61,601)	(16,611)	(11,399)	5,212	31.38%	▲
Health							
Maternal and Infant Health		(3,500)	0	0	0		
Prev Services - Inspection and Admin		(144,627)	(30,486)	(33,278)	(2,792)	(9.16%)	▼
Preventative Services - Pest Control		0	0	0	0		
Preventative Services - Other		(10,862)	(3,648)	(3,468)	180	4.93%	
Education and Welfare							
Other Education		(29,269)	(8,390)	(6,243)	2,147	25.59%	▲
Care of Families and Children		(87,092)	(15,879)	(16,198)	(319)	(2.01%)	
Aged and Disabled - Other		(75,176)	(8,079)	(8,322)	(243)	(3.01%)	
Other Welfare		(22,378)	(4,162)	(4,136)	26	0.62%	
Housing							
Staff Housing		(34,580)	(13,853)	(10,591)	3,262	23.55%	▲
Community Amenities							
Sanitation - General Refuse		(964,331)	(213,215)	(199,462)	13,753	6.45%	▲
Sanitation - Other		(54,532)	(10,524)	(8,837)	1,687	16.03%	▲
Sewerage		(51,708)	(9,078)	(9,481)	(403)	(4.44%)	
Urban Stormwater Drainage		(233,322)	(78,846)	(51,248)	27,598	35.00%	▲
Protection of Environment		(69,969)	(3,879)	(4,090)	(211)	(5.45%)	
Town Planning and Regional Develop		(304,251)	(63,574)	(67,630)	(4,056)	(6.38%)	▼
Other Community Amenities		(259,194)	(58,739)	(57,440)	1,299	2.21%	
Recreation and Culture							
Public Halls and Civic Centres		(141,148)	(41,030)	(37,143)	3,887	9.47%	▲
Swimming Areas and Beaches		(16,484)	(3,904)	(1,769)	2,135	54.68%	▲
Other Recreation and Sport		(2,247,258)	(478,425)	(389,976)	88,449	18.49%	▲
Television and Radio Re-Broadcasting		(9,108)	(6,794)	(774)	6,021	88.61%	▲
Libraries		(438,720)	(115,844)	(112,706)	3,138	2.71%	
Heritage		(394,810)	(17,756)	(15,504)	2,252	12.69%	▲
Other Culture		(47,923)	(4,095)	(3,236)	859	20.97%	
Transport							
Streets and Road Maintenance		(3,827,897)	(976,632)	(1,042,063)	(65,431)	(6.70%)	▼

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Sub Program)
For the Period Ended 30 September 2021

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Operating Expenses (Continued)							
Parking Facilities		(21,409)	(2,280)	(479)	1,801	78.99%	▲
Traffic Control		(4,775)	(750)	(772)	(22)	(2.95%)	
Aerodromes		(1,000)	0	0	0		
Economic Services							
Tourism and Area Promotion		(390,644)	(89,134)	(76,444)	12,690	14.24%	▲
Building Control		(186,359)	(41,919)	(39,917)	2,002	4.77%	
Economic Development		(124,843)	(36,611)	(37,958)	(1,347)	(3.68%)	
Other Economic Services		(29,480)	(1,923)	(1,307)	616	32.02%	
Other Property and Services							
Private Works		(66,684)	(17,874)	(17,805)	69	0.39%	
Develop & Infrastructure Management		0	(5,298)	(26,416)	(21,118)	(398.60%)	▼
Waste Activity Unit		0	40	167	127	(318.15%)	
Works Activity Unit		0	(24,297)	(37,202)	(12,905)	(53.11%)	▼
Fleet Activity Unit		0	(2,364)	(2,334)	30	1.29%	
Plant Operation Costs		0	(49,109)	(20,656)	28,453	57.94%	▲
Salaries and Wages		(20,000)	(4,998)	(24,643)	(19,645)	(393.06%)	▼
Corporate Services Department		(4,000)	(3,944)	(6,315)	(2,371)	(60.10%)	▼
Chief Executive Office Department		0	9,768	(4,270)	(14,038)	(143.71%)	▼
Building Assets Department		0	378	(27,641)	(28,019)	(7412.51%)	▼
Administration Activity Units		0	(892)	(892)	0		
Development Services Department		(42,719)	(17,463)	(10,325)	7,138	40.87%	▲
Community Services Department		0	(6,871)	(19,297)	(12,426)	(180.85%)	▼
Unclassified		(16,985)	(1,491)	(476)	1,015	68.05%	▲
Total Operating Expenditure		(12,897,469)	(3,054,383)	(2,950,101)	104,282		
Funding Balance Adjustments							
Add back Depreciation		3,618,588	892,705	892,705	0		
Adjust (Profit)/Loss on Asset Disposal	8	6,400	0	0	0		
Movement in Contract Liability		0	0	0	0		
Adjust Provisions and Accruals		0	0	18	18		
Net Cash from Operations		5,992,676	4,422,911	4,537,418	114,508		
Capital Revenues							
Proceeds from Disposal of Assets	8						
Law, Order & Public Safety							
Fire Prevention		6,200	0	0	0		
Community Amenities							
Sanitation - General Refuse		1,000	0	0	0		
Town Planning		15,100	0	0	0		
Recreation & Culture							
Plant Purchases		3,000	0	0	0		
Transport							
Road Plant Purchases		89,000	0	0	0		
Total Capital Revenues		114,300	0	0	0		

SHIRE OF BRIDGETOWN-GREENBUSHES
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting by Sub Program)
For the Period Ended 30 September 2021

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Capital Expenses							
Governance							
Other Governance		(192,351)	(20,000)	(1,225)	18,775	93.87%	▲
Law, Order and Public Safety							
Fire Prevention		(615,435)	(3,034)	(9,949)	(6,915)	(227.93%)	▼
Community Amenities							
Sanitation - General Refuse		(66,000)	(16,000)	(14,900)	1,100	6.88%	▲
Sewerage		0	0	0	0		
Urban Stormwater Drainage		(114,153)	(32,472)	0	32,472	100.00%	▲
Town Planning & Regional Develop		(26,000)	0	0	0		
Other Community Amenities		(10,000)	0	0	0		
Recreation and Culture							
Public Halls and Civic Centres		(1,184,338)	0	0	0		
Other Recreation and Sport		(1,596,170)	(62,742)	(40,344)	22,398	35.70%	▲
Heritage		(892,000)	0	(4,385)	(4,385)		▼
Transport							
Streets and Road Construction		(3,140,091)	(13,127)	(25,058)	(11,931)	(90.89%)	▼
Road Plant Purchases		(515,000)	0	0	0		
Parking Facilities		(499,854)	0	0	0		
Economic Services							
Tourism and Area Promotion		(201,320)	(2,000)	(2,076)	(76)	(3.81%)	
Other Property and Services							
Unclassified		(27,500)	0	0	0		
Total Capital Expenditure	9	(9,080,212)	(149,375)	(97,938)	51,437		
Net Cash from Capital Activities		(8,965,912)	(149,375)	(97,938)	51,437		
Financing							
Transfer from Reserves	7	1,069,568	0	0	0		
Repayment of Debentures	10	(181,402)	0	0	0		
Principal of Lease payments	10	(44,595)	(10,498)	(10,498)	0		
Transfer to Reserves	7	(549,992)	(304)	(304)	0		
Net Cash from Financing Activities		293,579	(10,802)	(10,802)	0		
Net Operations, Capital and Financing		(2,679,657)	4,262,733	4,428,678	165,945		
Opening Funding Surplus(Deficit)	2	2,679,657	2,679,657	2,733,197	53,540		
Closing Funding Surplus(Deficit)	2	0	6,942,390	7,161,875	219,485		

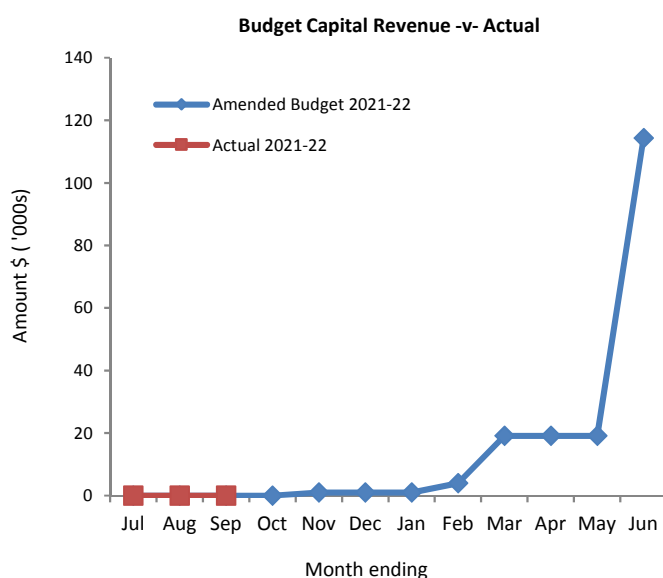
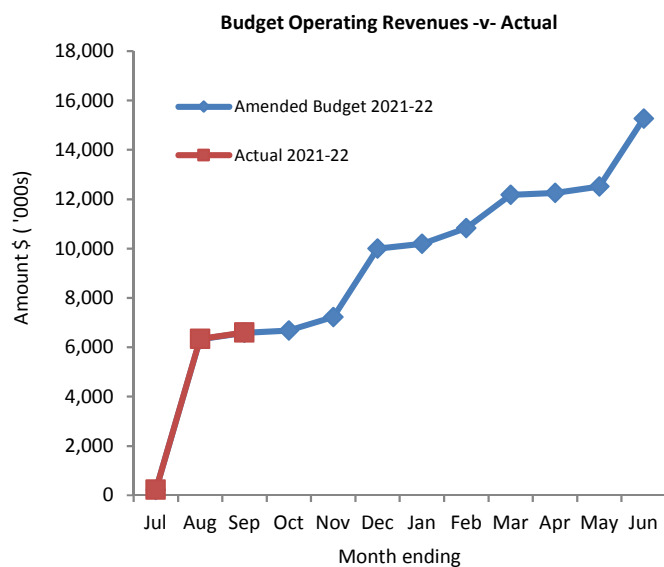
▼Deficit ▲Surplus - Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted

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

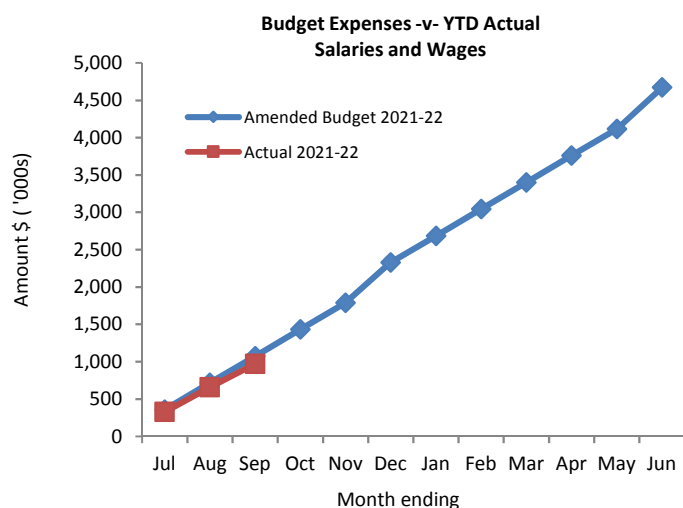
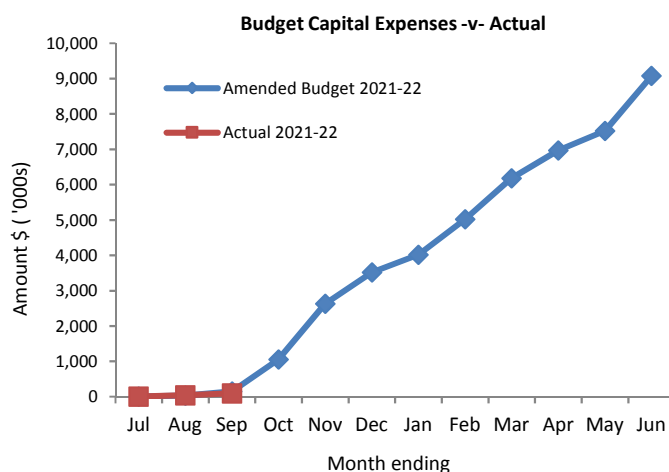
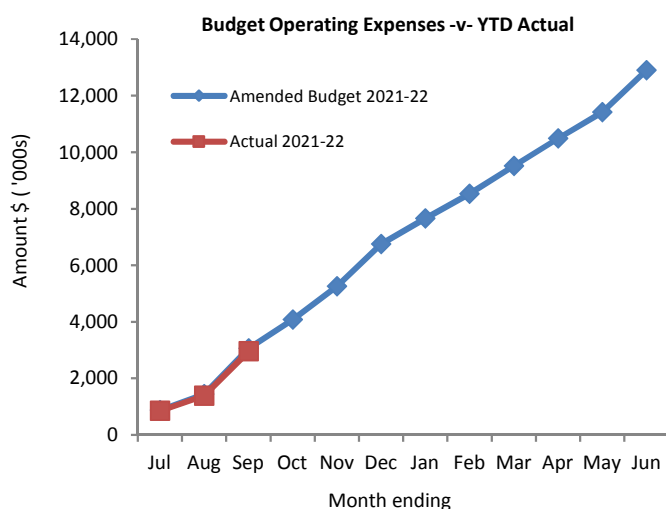
SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 1: GRAPHICAL REPRESENTATION - Source Statement of Financial Activity

Revenues



Expenditure

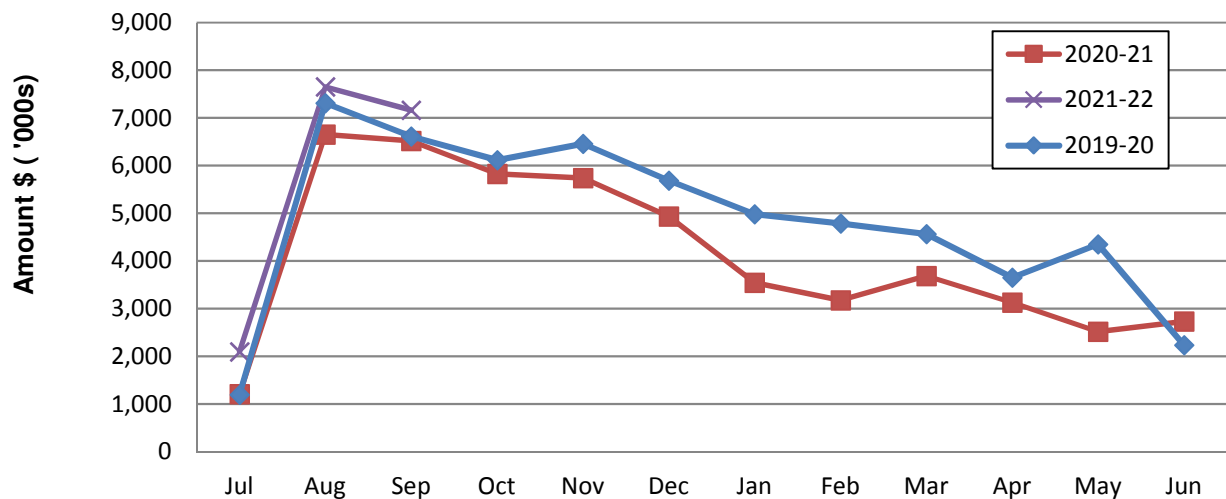


SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 2: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
		YTD 30 Sep 2021	Last Period	Est Actual 30 June 2021
		\$	\$	\$
Current Assets				
Cash Unrestricted	5	7,658,838	5,195,584	5,495,738
Cash Restricted	5	3,570,152	3,570,152	3,569,848
Receivables - Rates	6	2,270,953	4,500,285	136,951
Receivables - Sundry Debtors	6	267,078	261,158	210,113
Receivables - Other		436,422	1,227,595	155,442
Inventories		34,185	26,411	37,765
		14,237,628	14,781,185	9,605,857
Less: Current Liabilities				
Payables		(3,164,325)	(3,221,021)	(2,947,973)
Provisions		(738,475)	(738,475)	(762,519)
		(3,902,800)	(3,959,496)	(3,710,492)
Less: Cash Reserves	7	(3,570,152)	(3,570,152)	(3,569,848)
Less: Loans - Clubs/Institutions		0	0	0
Add: Current Leave Provision Cash Backed		185,941	185,941	185,923
Add: Current Loan Liability		211,259	211,736	221,757
Net Current Funding Position		7,161,875	7,649,214	2,733,197

Note 3 - Net Current Asset Position



SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Operating Revenues					
Law, Order and Public Safety					
Fire Prevention	(16,754)	(18.37%)	▼	Timing	Claim for shared Mitigation Coordinator not yet processed.
Animal Control	3,458	58.30%	▲	Timing	Dog registrations greater than estimated at this time.
Housing					
Staff Housing	(1,747)	(19.43%)	▼	Timing	Rental income received on staff housing less than estimated at this time due to vacancy.
Community Amenities					
Sewerage	(1,741)	(46.19%)	▼	Timing	Income received for waste disposal fees less than estimated at this time.
Town Planning and Regional Develop	1,110	13.06%	▲	Timing	Income for planning applications greater than estimated at this time.
Other Community Amenities	6,052	111.39%	▲	Timing	Income for Cemetery fees greater than estimated at this time.
Recreation and Culture					
Public Halls and Civic Centres	1,339	89.12%	▲	Timing	Income for Greenbushes hall hire greater than estimated at this time.
Economic Services					
Tourism and Area Promotion	(2,866)	(17.00%)	▼	Timing	Visitor Centre commissions, memberships and counter sales less than estimated at this time.
Other Property and Services					
Private Works	1,062	9.81%	▲	Timing	Police licencing commission greater than estimated at this time.
Salaries and Wages	12,647	252.94%	▲	Permanent	Reimbursement for workers compensation claims greater than estimated, offset by increased expenditure.
Planning and Environment Department	(11,213)	(100.00%)	▼	Timing	Claim for shared Environmental Health Officer not yet processed.
Operating Expenses					
Governance					
Other Governance	28,566	15.00%	▲	Timing/ Allocations	Wage allocation to this program less than estimated due to staff vacancies and timing of leave \$21,481. Balance relates to purchase of office supplies less than estimated at this time.
Law, Order and Public Safety					
Fire Prevention	30,346	12.81%	▲	Timing/ Allocations	Various DFES expenditure items \$20,707 and Mitigation programs \$13,789 less than estimated at this time. Balance relate to wage allocation to this program less than estimated due to staff leave.
Animal Control	13,225	81.92%	▲	Allocations	Wage allocation to this program less than estimated due to staff leave.
Other Law, Order and Public Safety	5,212	31.38%	▲	Allocations	Wage allocation to this program less than estimated due to staff leave.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Health					
Prev Services - Inspection and Admin	(2,792)	(9.16%)	▼	Timing	Wage allocations to this program greater than estimated due to timing of staff leave.
Education and Welfare					
Other Education	2,147	25.59%	▲	Timing	Expenditure for Bridgetown CRC building operations and maintenance less than estimated at this time.
Housing					
Staff Housing	3,262	23.55%	▲	Timing	Expenditure on staff housing less than estimated at this time.
Community Amenities					
Sanitation - General Refuse	13,753	6.45%	▲	Timing	Various expenditure items at the Bridgetown refuse site less than estimated at this time.
Sanitation - Other	1,687	16.03%	▲	Allocations	Wage allocations to this program less than estimated due to staff leave.
Urban Stormwater Drainage	27,598	35.00%	▲	Timing	Drainage maintenance works less than estimated at this time.
Town Planning and Regional Develop	(4,056)	(6.38%)	▼	Allocations	Wage allocations to this program greater than estimated due to timing of staff leave.
Recreation and Culture					
Public Halls and Civic Centres	3,887	9.47%	▲	Timing	Expenditure on public halls building maintenance less than estimated at this time.
Swimming Areas and Beaches	2,135	54.68%	▲	Timing	Building operations and maintenance of Greenbushes swimming pool less than estimated at this time.
Other Recreation and Sport	88,449	18.49%	▲	Timing	Parks & gardens grounds maintenance \$55,698, various building operations and maintenance \$17,732 and Bridgetown Leisure Centre \$6,675 less than estimated at his time. Balance relate to one-off projects not yet commenced.
Television and Radio Re-Broadcasting	6,021	88.61%	▲	Timing	Expenditure on one-off project \$4,350 less than estimated at this time. balance relates to SBS tower building operating less than estimated.
Heritage	2,252	12.69%	▲	Timing	Heritage building operations and maintenance less than estimated at this time.
Transport					
Streets and Road Maintenance	(65,431)	(6.70%)	▼	Timing	Roads maintenance expenditure greater than estimated at this time.
Parking Facilities	1,801	78.99%	▲	Allocations	Wage allocation to this program less than estimated due to staff leave.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 3: EXPLANATION OF MATERIAL VARIANCES BY SUB PROGRAM

Reporting Program	Variance \$	Variance %	Var.	Reason	Explanation of Variance
Economic Services					
Tourism and Area Promotion	12,690	14.24%	▲	Timing	One-off project \$9,963 less than estimated at this time. Balance relates to Visitor Centre building maintenance less than estimated.
Other Property and Services					
Develop & Infrastructure Management	(21,118)	(398.60%)	▼	Timing	Variance due to timing of leave being taken.
Works Activity Unit	(12,905)	(53.11%)	▼	Timing	Variance due to timing of leave being taken and staff vacancy.
Plant Operation Costs	28,453	57.94%	▲	Timing	Expenditure on plant repairs and maintenance less than estimated at this time.
Salaries and Wages	(19,645)	(393.06%)	▼	Timing	Workers compensation wages greater than estimated, offset by increased income.
Corporate Services Department	(2,371)	(60.10%)	▼	Timing	Variance due to timing of leave being taken.
Chief Executive Office Department	(14,038)	(143.71%)	▼	Timing	Variance due to timing of leave being taken and staff vacancy.
Building Assets Department	(28,019)	(7412.51%)	▼	Timing	Variance due to termination payment and staff vacancy. Overhead rate to be reviewed.
Development Services Department	7,138	40.87%	▲	Timing	Variance due to timing of leave being taken.
Community Services Department	(12,426)	(180.85%)	▼	Timing	Variance due to timing of staff training and leave being taken.
Unclassified	1,015	68.05%	▲	Timing	CEO donations less than estimated at this time.
Capital Expenses					
Other Governance	18,775	93.87%	▲	Timing	Shire administration building renewals less than estimated at this time.
Law, Order and Public Safety					
Fire Prevention	(6,915)	(227.93%)	▼	Timing	Various bushfire building renewals works commenced sooner than estimated.
Community Amenities					
Sanitation - General Refuse	1,100	6.88%	▲	Timing	Delivery cost of forklift not yet invoiced.
Urban Stormwater Drainage	32,472	100.00%	▲	Timing	Nelson Street and Lockley Avenue drainage jobs not yet commenced.
Recreation and Culture					
Other Recreation and Sport	22,398	35.70%	▲	Timing	Bridgetown Leisure Centre renewal works \$23,790 less than estimated at this time. Balance relates to Somme Park equipment replacement and lighting improvement projects.
Heritage	(4,385)		▼	Timing	Bridgetown Railway Station preliminary planning.
Transport					
Streets and Road Construction	(11,931)	(90.89%)	▼	Timing	Shire depot works, Winnejump Road works and Emergency works all progressing sooner than estimated.

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 4: BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	(Decrease) in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus				0
	Permanent Changes						
79004	Purchase of land	C.10/0821	Capital Expenses			(2,000)	(2,000)
Reserve 103	Land and Building Reserve	C.10/0821	Reserve Transfer		2,000		0
16IN	Bridgetown Youth Precinct	C.11/0821	Capital Expenses			(35,000)	(35,000)
Reserve 126	Strategic projects Reserve	C.11/0821	Reserve Transfer		35,000		0
BK06	Winnejump Road Blackspot	C.06/0921	Capital Expenses			(511,000)	(511,000)
38153	Blackspot grant	C.06/0921	Operating Revenue		340,667		(170,333)
FP30	Steere Street footpath	C.06/0921	Capital Expenses		32,760		(137,573)
FP05	Nelson Street footpath	C.06/0921	Capital Expenses		80,610		(56,963)
FP38	Allnutt Street footpath	C.06/0921	Capital Expenses		14,040		(42,923)
KB01	Kerbing	C.06/0921	Capital Expenses		4,000		(38,923)
Reserve 135	Blackspot Reserve	C.06/0921	Reserve Transfer		38,923		0
31RA	Local Community Trails	C.09/0921	Operating Expenses			(8,500)	(8,500)
34423	Heritage Council	C.09/0921	Operating Revenue		6,000		(2,500)
Reserve 132	Trails Reserve	C.09/0921	Reserve Transfer		2,500		0
				0	37,000	(37,000)	0

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 5: CASH AND INVESTMENTS

	Interest Rate	Unrestricted	Restricted	Trust	Investments	Total Amount	Institution	Maturity Date
		\$	\$	\$	\$	\$		
(a) Cash Deposits								
Municipal Bank Account	Nil	548,131				548,131	Westpac	At Call
Municipal Funds On Call	0.05%	450,305				450,305	WATC	At Call
Trust Bank Account	Nil			955		955	Westpac	At Call
Visitor Centre Trust Account	Nil			27,357		27,357	Westpac	At Call
Cash On Hand	Nil	1,850				1,850	N/A	On Hand
Term Deposits								
(b) Municipal Funds								
Municipal Funds	0.28%	500,000				500,000	NAB	05-Oct-21
Municipal Funds	0.28%	500,370				500,370	NAB	11-Oct-21
Municipal Funds	0.26%	401,441				401,441	NAB	15-Nov-21
Municipal Funds	0.27%	401,735				401,735	NAB	22-Nov-21
Municipal Funds	0.18%	500,000				500,000	NAB	28-Nov-21
Municipal Funds	0.27%	251,380				251,380	NAB	29-Nov-21
Municipal Funds	0.27%	500,000				500,000	NAB	30-Nov-21
Municipal Funds	0.20%	200,000				200,000	Westpac	01-Dec-21
Municipal Funds	0.27%	500,000				500,000	NAB	07-Dec-21
Municipal Funds	0.10%	501,316				501,316	NAB	11-Dec-21
Municipal Funds	0.27%	400,266				400,266	NAB	13-Dec-21
Municipal Funds	0.27%	501,698				501,698	NAB	13-Dec-21
Municipal Funds	0.27%	500,000				500,000	NAB	20-Dec-21
Municipal Funds	0.26%	500,000				500,000	NAB	28-Dec-21
Municipal Funds	0.26%	500,345				500,345	NAB	30-Dec-21
Reserve Funds	0.27%		3,570,152			3,570,152	NAB	30-Nov-21
Total		7,658,838	3,570,152	28,312	0	11,257,302		

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 6: RECEIVABLES

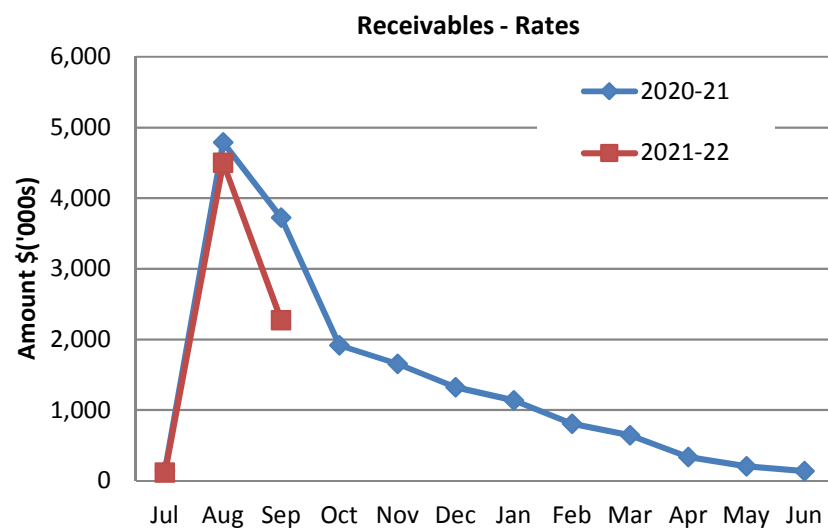
Receivables - Rates

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

Net Rates Collectable

% Collected

YTD 30 Sep 2021	30 June 2021
\$	\$
136,951	166,687
4,886,978	4,686,259
(2,752,977)	(4,715,991)
2,270,953	136,955
2,270,953	136,955
54.80%	97.18%



Receivables - Sundry Debtors

Receivables - Sundry Debtors

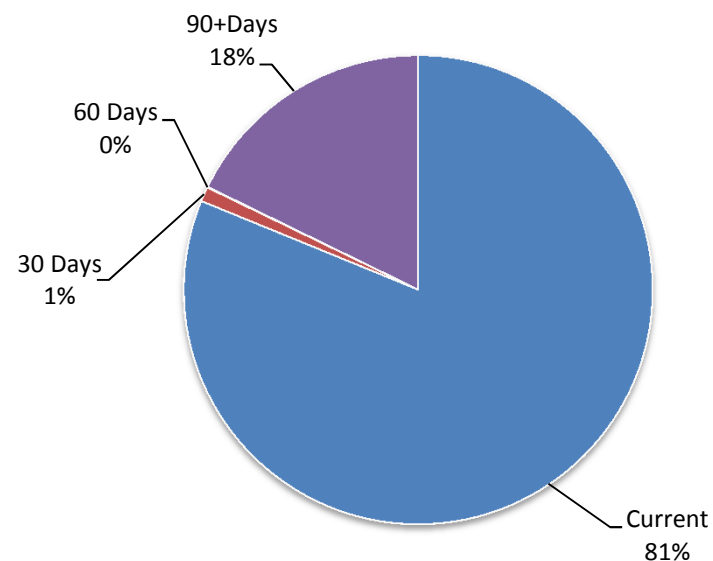
Current	30 Days	60 Days	90+Days
\$	\$	\$	\$
216,795	2,688	128	47,466

Total Sundry Debtor Receivables Outstanding

267,078

Amounts shown above include GST (where applicable)

Receivables - Sundry Debtors



SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 7: CASH BACKED RESERVE

2021-22										
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	185,923	881	18	0		0		186,804	185,941
102	Plant Reserve	487,150	2,309	46	293,000		(441,000)		341,459	487,196
103	Land and Building Reserve	684,975	3,245	67	0		(2,000)		686,220	685,042
104	Bush Fire Reserve	28,367	134	3	10,000		0		38,501	28,370
105	Maranup Ford Road Maintenance Reserve	5,365	25	1	0		0		5,390	5,366
106	Subdivision Reserve	234,079	1,109	22	10,000		(9,351)		235,837	234,102
107	Sanitation Reserve	100,587	476	10	48,992		(53,306)		96,749	100,596
109	Recreation Centre Floor and Solar Reserve	214,317	1,015	20	10,000		0		225,332	214,338
112	Refuse Site Post Closure Reserve	233,491	1,106	22	5,000		(43,000)		196,597	233,513
113	Drainage Reserve	67,751	321	6	0		0		68,072	67,757
114	Community Bus Reserve	61,444	291	6	5,000		0		66,735	61,450
115	SBS Tower and Infrastructure Reserve	32,246	153	3	0		(4,350)		28,049	32,249
118	Playground Equipment Reserve	40,376	191	4	6,000		0		46,567	40,379
119	Swimming Pool Reserve	4,521	0	0	0		(4,521)		(0)	4,521
121	Car Park Reserve	968	5	0	0		0		973	968
125	Building Maintenance Reserve	219,599	1,040	21	0		0		220,639	219,620
126	Strategic Projects Reserve	146,432	694	14	10,000		(35,000)		122,126	146,446
127	Matched Grants Reserve	54,909	260	5	10,000		(4,978)		60,191	54,914
128	Aged Care Infrastructure Reserve	57,187	271	5	0		0		57,458	57,193
129	Equipment Reserve	6,135	29	1	0		0		6,164	6,135
130	Assets and GRV Valuation Reserve	75,205	356	7	22,000		0		97,561	75,212
131	Bridgetown Leisure Centre Reserve	41,000	194	4	0		(33,234)		7,960	41,004
132	Trails Reserve	31,751	150	3	5,000		(2,500)		34,401	31,754
133	Light Fleet Vehicle Reserve	127,029	602	12	90,000		(54,905)		162,726	127,042
135	Blackspot Reserve	30,286	143	3	10,000		(38,923)		1,506	30,289
201	Unspent Grants & Loans Reserve	398,756	0		0		(342,500)		56,256	398,756
		3,569,848	15,000	304	534,992	0	(1,069,568)	0	3,050,272	3,570,152

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 8: CAPITAL DISPOSALS

YTD Actual Replacement			Disposals	Amended Current Budget			
Net Book Value	Proceeds	Profit (Loss)		Net Book Value	Proceeds	Profit (Loss)	Profit (Loss) Variance
\$	\$	\$		\$	\$	\$	\$
			Plant and Equipment				
			P4190 2008 Ford Ranger (Bushfire Brigade)	6,200	6,200	0	0
			P2180 1985 Yale Forklift (landfill site)	6,500	1,000	(5,500)	5,500
			P3010 2018 Nissan Xtrail (MDS)	14,400	15,100	700	(700)
			P2205 2011 Ferris ride on mower (P&G)	5,600	3,000	(2,600)	2,600
			P2006 2008 Caterpillar grader	80,000	80,000	0	0
			P2111 2013 Tennant footpath sweeper	8,000	9,000	1,000	(1,000)
0	0	0		120,700	114,300	(6,400)	6,400

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 30 Sep 2021			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Land and Buildings						
Other Governance						
Shire Administration Building	07BU	123,554	20,000	1,225	(18,775)	Works continuing
		123,554	20,000	1,225	(18,775)	
Fire Prevention						
Hester Brook Satellite Station	03BN	16,254	3,034	9,679	6,645	Works progressing sooner than estimated
Greenbushes Bushfire Brigade	09BN	251,300	0	0	0	
Wandillup Bushfire Brigade	10BN	278,600	0	0	0	
Hester Brook Bushfire Station	11BN	3,805	0	0	0	
Kangaroo Gully Bushfire Station	12BN	3,908	0	0	0	
Hester Brook Bushfire Station	30BU	6,363	0	270	270	
		560,230	3,034	9,949	6,915	
Other Community Amenities						
Blackwood River park toilets	04BU	10,000	0	0	0	
		10,000	0	0	0	
Public Halls and Civic Centres						
Bridgetown Civic Centre Growth Strategy Project	02BU	679,338	0	0	0	
Greenbushes Hall	20BU	400,000	0	0	0	
Greenbushes Office (Old Road board Office)	21BU	105,000	0	0	0	
		1,184,338	0	0	0	
Other Recreation and Sport						
Bridgetown Tennis Club	06BU	84,948	0	0	0	Works continuing
Bridgetown Leisure Centre Renewals	16BU	37,830	37,830	12,050	(25,780)	
Greenbushes Golf Club	39BU	135,000	0	0	0	
Bridgetown Sports Ground Horse Stalls	56BU	4,978	0	0	0	
Bridgetown Trotting Club Change Rooms	58BU	30,000	232	232	(0)	
		292,756	38,062	12,282	(25,780)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 30 Sep 2021			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Land and Buildings (Continued)						
Heritage						
Bridgetown Railway Goods Shed	15BU	10,000	0	0	0	
Greenbushes Court House	19BU	160,000	0	0	0	
Bridgetown Railway Station restoration	57BU	722,000	0	4,385	4,385	Preliminary planning
		892,000	0	4,385	4,385	
Tourism and Area Promotion						
Bridgetown Visitor Centre	59BU	195,000	0	0	0	
		195,000	0	0	0	
Streets and Road Construction						
Shire Depot	08BU	23,680	9,000	15,456	6,456	Works progressing sooner than estimated
		23,680	9,000	15,456	6,456	
Unclassified						
Geegelup Brook Land	1790040	27,500	0	0	0	
		27,500	0	0	0	
Land and Buildings Total		3,309,058	70,096	43,298	(26,798)	
Roads						
Streets and Road Construction						
Winnejup Road Regional Road Group 21/22	RR25	382,500	0	2,102	2,102	Preliminary planning
Brockman Highway	RS03	1,168,482	0	400	400	
Kerbing	KB01	4,000	1,127	1,127	0	
Turner Road	BK05	409,650	0	0	0	
Winnejup Road	BK06	511,000	0	0	0	
Ethel Street	RC49	12,151	0	0	0	
Improvements Steere Street intersection	RC52	22,500	0	0	0	
Emergency works	RC53	30,000	3,000	5,972	2,972	Works progressing sooner than estimated
Glentulloch Road reseal	RC54	22,325	0	0	0	
Hester Cascades Road	RC55	35,475	0	0	0	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 30 Sep 2021			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Roads (Continued)						
Streets and Road Construction (Continued)						
Polina Road resheet	RC56	108,328	0	0	0	
Visitor Centre on-street parking	RC57	15,000	0	0	0	
		2,721,411	4,127	9,602	5,475	
Roads Total		2,721,411	4,127	9,602	5,475	
Footpaths						
Streets and Road Construction						
Nelson Street	FP05	0	0	0	0	
Footpaths accessibility access	FP28	5,000	0	0	0	
Steere Street	FP30	0	0	0	0	
Allnutt Street	FP38	0	0	0	0	
		5,000	0	0	0	
Footpaths Total		5,000	0	0	0	
Drainage						
Urban Stormwater Drainage						
Nelson Street	DR16	22,171	22,171	0	(22,171)	Job not yet commenced
Four Season Estate	DR24	11,364	0	0	0	
Lockley Avenue (Memorial Park Drainage)	DR25	10,301	10,301	0	(10,301)	Job not yet commenced
Claret Ash Rise	DR31	11,558	0	0	0	
Dairy Lane	DR38	28,902	0	0	0	
Layman Street	DR39	29,857	0	0	0	
		114,153	32,472	0	(32,472)	
Drainage Total		114,153	32,472	0	(32,472)	
Parks and Ovals						
Other Recreation and Sport						
Four Seasons Estate - POS Reserve	03IN	45,454	0	0	0	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 30 Sep 2021			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
<i>Parks and Ovals (Continued)</i>						
Other Recreation and Sport (Continued)						
Four Seasons Estate - Stream Protection	04IN	18,182	0	0	0	
Bridgetown Youth Precinct Growth Strategy	16IN	685,021	0	0	0	
Blackwood River Park Foreshore Development	17IN	388,787	0	0	0	
Lighting improvements to facility parking area	19IN	24,354	12,177	7,159	(5,018)	Works continuing
Bridgetown Tennis Club Growth Strategy	20IN	30,053	2,500	2,500	0	
Bridgetown Sportsground stairway to toilets	21IN	25,000	0	0	0	
Greenbushes Skate ramp	22IN	15,000	0	0	0	
Somme Park (Fitness Trail Equipment)	05IU	10,003	10,003	16,761	6,758	Job completed
		1,241,854	24,680	26,420	1,740	
Tourism and Area Promotion						
Bridgetown Information Bays	11IN	6,320	2,000	2,076	76	
		6,320	2,000	2,076	76	
Parks and Ovals Total		1,248,174	26,680	28,496	1,816	
<i>Bridges</i>						
Streets and Road Construction						
Fletchers Road Bridge 3329A	BR16	10,000	0	0	0	
Slades Road Bridge 3331A	BR23	219,000	0	0	0	
Catterick Road bridge 3703A	BR25	20,000	0	0	0	
Greenbushes-Boyup Brook Road Bridge 3701	BR27	141,000	0	0	0	
		390,000	0	0	0	
Bridges Total		390,000	0	0	0	
<i>Infrastructure Other</i>						
Sanitation - General Refuse						
Bridgetown Landfill - Reticulation	WA01	50,000	0	0	0	
		50,000	0	0	0	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 30 Sep 2021			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Other Recreation and Sport						
Bridgetown Leisure Centre	18IN	15,560	0	0	0	
		15,560	0	0	0	
Parking Facilities						
Greenbushes CBD Parking	CP05	499,854	0	0	0	
		499,854	0	0	0	
Infrastructure Other Total		565,414	0	0	0	
Plant and Equipment						
Other Governance						
Generator - Shire Admin	07EQ	43,550	0	0	0	
		43,550	0	0	0	
Fire Prevention						
Fire Fighting Equipment - Brigades Funded	1065540	5,000	0	0	0	
Vehicles for Brigades	1065940	50,205	0	0	0	
		55,205	0	0	0	
Community Amenities						
Forklift	PL19	16,000	16,000	14,900	(1,100)	Delivery still to be paid
		16,000	16,000	14,900	(1,100)	
Town Planning and Regional Development						
Manager of Planning vehicle	1305640	26,000	0	0	0	
		26,000	0	0	0	
Other Recreation and Sport						
Air conditioning unit & PLC program	06EQ	9,000	0	0	0	
Ride on mower	PL17	28,000	0	0	0	
		37,000	0	0	0	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 9: CAPITAL ACQUISITIONS

Assets	General Ledger/Job No.	Amended Annual Budget	YTD 30 Sep 2021			Comment
			Amended YTD Budget	YTD Actual	Variance (Under)/Over	
		\$	\$	\$	\$	
Road Plant Purchases						
Road grader	PL09	380,000	0	0	0	
Footpath sweeper	PL06	110,000	0	0	0	
Sundry Equipment	1403740	25,000	0	0	0	
		515,000	0	0	0	
Plant and Equipment Total		692,755	16,000	14,900	(1,100)	
<i>Furniture and Equipment</i>						
Other Governance						
IT Communications Equipment and Software	1055140	25,247	0	0	0	
		25,247	0	0	0	
Other Recreation and Sport						
Leisure Centre computer server	08FE	9,000	0	1,642	1,642	Part purchase of IT equipment
		9,000	0	1,642	1,642	
Furniture and Equipment Total		34,247	0	1,642	1,642	
Capital Expenditure Total		9,080,212	149,375	97,938	(51,437)	

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 10: INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1/07/2021	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
		\$	\$	\$	\$	\$	\$	\$
Community Amenities								
Loan 108 Landfill Plant	25,665			25,665	25,665	0		798
Loan 114 Liquid & Inert Waste Sites	49,960			24,642	49,960	25,319		1,197
Loan 115 Landfill Cell Extension	60,959			19,994	60,959	40,965		901
Loan 116 Liquid Waste Facility	81,529			9,509	81,529	72,020		1,552
Recreation and Culture								
Loan 112 Bridgetown Swimming Pool	1,331,517			72,390	1,331,517	1,259,127		53,069
Loan 117 Youth Precinct Redevelopment	189,500			17,708	189,500	171,792		2,761
Loan 118 Bridgetown Civic Centre revitalisation	123,000			11,494	123,000	111,506		1,792
	1,862,131	0	0	181,402	1,862,131	1,680,729	0	62,070

(b) New Debentures

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

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 10: INFORMATION ON BORROWINGS

(c) Lease Liabilities

Particulars	Principal 1/07/2021	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$
Recreation and Culture								
003 Gym Equipment	70,950		6,543	25,045	64,407	45,905	570	1,946
Other Property and Services								
001 CESM Vehicle	764	5,725	1,433	5,529	5,056	960	10	45
002 Photocopies and printers	26,010		2,522	9,565	23,488	16,445	268	908
004 EHO Vehicle	0		0	4,456	0	11,690	0	70
	97,724	5,725	10,498	44,595	92,951	75,000	848	2,969

(d) New Leases

Particulars	New Leases	New Leases	New Leases
	Term	Budget	Actual
		\$	\$
Other Property and Services			
001.1 CESM Vehicle	15 months	5,725	5725
004 EHO Vehicle	36 months	16,146	0
		21,871	5,725

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 11: RATING INFORMATION

RATE TYPE	Rate in Dollar	Number of Properties	Rateable Value	Rate Revenue	Interim Rates	Back Rates	Total Revenue	Amended Budget Rate Revenue	Amended Budget Interim Rate	Amended Budget Back Rate	Amended Budget Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV Shire	0.090527	1,791	28,735,216	2,601,313	3,545	1,000	2,605,859	2,601,313	10,000	1,000	2,612,313
UV Shire Rural	0.006469	467	184,439,000	1,193,136	3,137		1,196,274	1,193,136			1,193,136
UV Bridgetown Urban Farmland	0.000000	0	0				0	0			0
UV Mining	0.072868	16	1,046,965	76,290	1,370		77,660	76,290			76,290
Sub-Totals		2,274	214,221,181	3,870,740	8,052	1,000	3,879,792	3,870,739	10,000	1,000	3,881,739
Minimum Payment	Minimum \$										
GRV Shire	980.00	692	3,750,078	678,160			678,160	678,160			678,160
UV Shire Rural	1,215.00	267	35,227,420	324,405	(617)		323,788	324,405			324,405
UV Bridgetown Urban Farmland	0.00	0	0				0	0			0
UV Mining	517.00	15	33,990	7,755	(2,517)		5,238	7,755			7,755
Sub-Totals		974	39,011,488	1,010,320	(3,134)	0	1,007,186	1,010,320	0	0	1,010,320
Rates Paid in Advance							4,886,978				4,892,059
Amount from General Rates							0				0
Discounts/concessions							4,886,978				4,892,059
Totals							(670)				(791)
							4,886,309				4,891,268

SHIRE OF BRIDGETOWN-GREENBUSHES
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2021

Note 12: TRUST FUND

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

Description	Opening Balance 1-Jul-21	Amount Received	Amount Paid	Closing Balance 30-Sep-21
	\$	\$	\$	\$
Accommodation - Visitor Centre	13,352	29,894	(16,530)	26,715
South West Coach Lines	0	464	(424)	40
Other Visitor Centre	159	115	(239)	35
TransWA	520	2,127	(2,080)	567
Frank Draper Cemetery Fees	703			703
Unclaimed Monies				
R Witlen Overpayment	21			21
Visitor Centre Accommodation Payment	231			231
	14,986	32,599	(19,273)	28,312

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
OPERATING SECTION						
GENERAL PURPOSE FUNDING	5,827,759	123,588	5,827,759	123,588	5,139,665	26,738
GOVERNANCE	1,169	1,235,956	1,169	1,235,956	520	263,889
LAW, ORDER & PUB. SAFETY	1,158,923	1,157,888	1,158,923	1,157,888	89,254	220,893
HEALTH	14,100	158,989	14,100	158,989	138	36,747
EDUCATION & WELFARE	5,710	213,915	5,710	213,915	239	34,899
HOUSING	34,580	34,580	34,580	34,580	7,243	10,591
COMMUNITY AMENITIES	1,111,418	1,937,307	1,111,448	1,937,307	988,923	398,189
RECREATION & CULTURE	3,152,258	3,286,951	3,155,258	3,286,951	56,902	561,109
TRANSPORT	3,176,593	3,855,081	3,176,593	3,855,081	236,239	1,043,314
ECONOMIC SERVICES	249,429	731,326	249,429	731,326	28,951	155,627
OTHER PROPERTY & SERVICES	186,551	150,388	186,551	145,522	46,720	198,105
SUB TOTAL - OPERATING	14,918,490	12,885,969	14,921,520	12,881,103	6,594,796	2,950,101
CAPITAL SECTION						
GOVERNANCE	0	192,351	0	192,351	0	1,225
LAW, ORDER & PUB. SAFETY	6,200	615,435	6,200	615,435	0	9,679
COMMUNITY AMENITIES	16,100	216,153	1,000	190,153	0	14,900
RECREATION & CULTURE	3,000	3,637,508	3,000	3,647,508	0	44,729
TRANSPORT	89,000	3,775,355	89,000	3,775,355	0	25,058
OTHER PROPERTY & SERVICES	0	25,500	0	25,500	0	0
SUB TOTAL - CAPITAL	114,300	8,462,302	99,200	8,446,302	0	95,592
TOTAL	15,032,790	21,348,271	15,020,720	21,327,405	6,594,796	3,045,693

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>GENERAL PURPOSE FUNDING</u>						
RATES						
OPERATING INCOME						
1011910 General Rates	4,891,059		4,891,059		4,885,978	
1011810 Concessions	(791)		(791)		(670)	
1012010 Interest on Overdue Rates	17,200		17,200		2,918	
1012110 Back Rates Levied	1,000		1,000		1,000	
1012210 Reimbursements/Contributions	10,000		10,000		0	
1012310 Instalment Charges	23,800		23,800		14,127	
1012410 Instalment Plan Interest	9,000		9,000		6,729	
1012510 ESL Interest	900		900		142	
1012610 ESL Administration Fee	4,000		4,000		0	
1034010 Government Pension Interest	1,700		1,700		0	
1054830 Enquiry Fees	30,000		30,000		12,853	
OPERATING EXPENDITURE						
1011020 Administration & Finance Department		66,582		66,582		17,255
1011120 Administration & Finance Activity		8,807		8,807		2,710
1011420 Notice Printing & Distribution		8,000		8,000		3,747
1011520 Advertising & Promotion		1,300		1,300		0
1011620 Collection Costs		10,000		10,000		0
1012120 Written Off		100		100		0
1052220 Valuation Charges		16,000		16,000		918
1052420 Search Costs		100		100		0
1011220 BPOINT & BPAY Service		6,000		6,000		768
1011320 EFTPOS Service		6,000		6,000		1,247
OPERATING SUB TOTAL	<u>4,987,868</u>	<u>122,889</u>	<u>4,987,868</u>	<u>122,889</u>	<u>4,923,078</u>	<u>26,645</u>
TOTAL RATES	<u>4,987,868</u>	<u>122,889</u>	<u>4,987,868</u>	<u>122,889</u>	<u>4,923,078</u>	<u>26,645</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>GENERAL PURPOSE FUNDING</u>						
OTHER GENERAL PURPOSE FUNDING						
OPERATING INCOME						
1023010 Grants Commission - General Purpose	501,934		501,934		129,737	
1023510 Grants Commission - Local Road Funding	302,957		302,957		85,072	
1036010 General Revenue Interest	20,000		20,000		1,473	
1037010 Reserves Interest Received	15,000		15,000		304	
OPERATING EXPENDITURE						
1021120 Administration & Finance Department		349		349		88
1021420 Consultants		250		250		0
1591420 Interest Paid		100		100		5
OPERATING SUB TOTAL	<u>839,891</u>	<u>699</u>	<u>839,891</u>	<u>699</u>	<u>216,587</u>	<u>94</u>
TOTAL OTHER GENERAL PURPOSE FUNDING	<u>839,891</u>	<u>699</u>	<u>839,891</u>	<u>699</u>	<u>216,587</u>	<u>94</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>GOVERNANCE</u>						
MEMBERS OF COUNCIL						
OPERATING EXPENDITURE						
1040020 Depreciation Furniture & Equipment		1,712		1,712		432
1040120 Development Services Department		5,781		5,781		1,475
1040220 Travel		8,172		8,172		0
1040320 Conference & Seminar Expenses		12,750		12,750		4,518
1040420 Election Expenses		30,451		30,451		876
1040620 Allowances		109,268		109,268		27,192
1040720 Legal Expenses		3,000		3,000		0
1041220 Citizenships & Public Relations		250		250		0
1041520 Insurance		8,518		8,518		8,519
1041620 Subscriptions		11,011		11,011		10,642
1042820 Other Related Costs		9,750		9,750		0
1042920 Administration & Finance Activity		67,289		67,289		17,399
1043020 Corporate Services Department		5,219		5,219		1,353
1043120 D & I Management Department		12,871		12,871		2,235
1043220 Community Services Department		32,785		32,785		7,407
1043320 Publications & Legislation		1,196		1,196		1,196
1043420 Training Programs		10,250		10,250		0
1043620 Chief Executive Office Department		60,172		60,172		14,704
1046720 Council Nomination Fees Refunded		800		800		0
1040920 Consultants		5,850		5,850		4,059
OPERATING INCOME						
1043930 Reimbursements	50		50		0	
1044030 Council Nomination Fees	800		800		480	
OPERATING SUB TOTAL	<u>850</u>	<u>397,095</u>	<u>850</u>	<u>397,095</u>	<u>480</u>	<u>102,007</u>
TOTAL MEMBERS OF COUNCIL	<u>850</u>	<u>397,095</u>	<u>850</u>	<u>397,095</u>	<u>480</u>	<u>102,007</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>GOVERNANCE</u>						
OTHER GOVERNANCE						
OPERATING EXPENDITURE						
1050020 Strategic Planning		85,655		85,655		19,372
1050120 Development Services Department		22,025		22,025		5,616
1055020 Corporate Services Department		178,899		178,899		27,248
1055320 Community Services Department		8,901		8,901		1,832
1055120 D & I Management Department		20,682		20,682		3,100
1055420 Insight Newsletter		120,912		120,912		24,551
1055520 Refreshments (GST Claimable)		16,188		16,188		2,840
1055920 Shire Website		13,977		13,977		9,486
1056120 Chief Executive Office Department		274,890		274,890		59,162
1056520 Refreshments (GST Not Claimable)		6,150		6,150		467
1056620 Minor Furniture & Equipment		10,500		10,500		441
1056820 Civic Receptions & Events		14,018		14,018		1,332
1057820 Administration & Finance Activity		3,259		3,259		799
1056320 Australia Day Donation		1,000		1,000		0
1050060 Non-recurrent Projects		61,805		61,805		5,635
OPERATING INCOME						
1055030 Photocopying	200		200		1	
1055230 Minor Income	59		59		9	
1055730 Freedom of Information Income	60		60		30	
OPERATING SUB TOTAL	319	838,861	319	838,861	40	161,882
CAPITAL EXPENDITURE						
1055140 IT, Comms Equipment & Software		25,247		25,247		0
1055740 Building Renewals		123,554		123,554		1,225
1055840 Equipment Purchases		43,550		43,550		0
CAPITAL SUB TOTAL	0	192,351	0	192,351	0	1,225
TOTAL OTHER GOVERNANCE	319	1,031,212	319	1,031,212	40	163,107

SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>LAW, ORDER & PUBLIC SAFETY</u>						
<u>FIRE PREVENTION</u>						
OPERATING EXPENDITURE						
1060020 Depreciation		173,650		173,650		43,842
1060060 DFES Non Recurrent Projects		10,545		10,545		0
1060160 Fire Prevention Non Recurrent Projects		228,290		228,290		17,587
1060320 Community Services Department		49,641		49,641		4,960
1060420 Plant Operation Cost Council		21,458		21,458		5,483
1060520 DFES Insurance		31,596		31,596		31,596
1060620 Bushfire Administration & Emergency		26,435		26,435		7,020
1060720 DFES Plant & Equipment Maintenance		20,000		20,000		0
1060820 DFES Other Goods & Services		24,691		24,691		951
1061120 Advertising & Printing		2,350		2,350		723
1061320 Shire Funded Fire Equipment		4,000		4,000		0
1061420 DFES Maintenance of Vehicles		99,180		99,180		22,802
1061520 Bush Fire Management Committee		800		800		0
1061620 DFES Minor Plant & Equipment		10,000		10,000		0
1061720 Fire Fighting Expenses		17,500		17,500		0
1062020 Hazard Reduction Works		48,605		48,605		10,725
1062520 Fire Brigades General Assistance		3,246		3,246		204
1063520 Community Emergency Services Manager		123,380		123,380		30,505
1063620 Other Brigade Expenditure		2,000		2,000		0
1064120 DFES Bushfire Brigades Building Op.		14,366		14,366		4,640
1064220 DFES Bushfire Brigades Building Maint.		12,650		12,650		2,880
1064320 DFES Protective Clothing		25,000		25,000		608
1064720 Emergency Services Coordinator		17,734		17,734		3,026
1064820 Administration & Finance Activity		38,895		38,895		12,780
1064920 Bridgetown Bushfire HQ Build Maint.		3,630		3,630		646
1065020 Bridgetown Bushfire HQ Build Op.		19,129		19,129		5,509
1065120 Council Bushfire Brigades Building Maint.		780		780		0
1065220 Council Bushfire Brigades Building Op.		87		87		87
OPERATING INCOME						
1063730 Other Grants & Contributions	89,028		89,028		(225)	
1063930 Hazard Reduction Fees & Charges	4,000		4,000		0	
1064030 Fines & Penalties	5,500		5,500		30	
1064430 Profit on Sale of Asset	0		0		0	
1064530 Brigade Reimbursements/Grants	7,000		7,000		0	
1064730 DFES Levy Grant	237,483		237,483		61,049	
1060070 DFES Levy Grants Non-recurrent	530,608		530,608		2,906	
1060170 Fire Prevention Grants Non-recurrent	237,854		237,854		10,679	
OPERATING SUB TOTAL	1,111,473	1,029,638	1,111,473	1,029,638	74,439	206,576

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>LAW, ORDER & PUBLIC SAFETY</u>						
<i>FIRE PREVENTION</i>						
CAPITAL EXPENDITURE						
1065540 Fire Equipment - Brigades		5,000		5,000		0
1065840 Bushfire Buildings - Renewals		6,363		6,363		
1065940 Purchase of Plant & Vehicles		50,205		50,205		0
1066140 Buildings New/Upgrades		553,867		553,867		9,679
CAPITAL INCOME						
1067950 Sale of Plant & Vehicles	6,200		6,200		0	
CAPITAL SUB TOTAL	6,200	615,435	6,200	615,435	0	9,679
<i>TOTAL FIRE PREVENTION</i>	1,117,673	1,645,073	1,117,673	1,645,073	74,439	216,255

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>LAW, ORDER & PUBLIC SAFETY</u>						
ANIMAL CONTROL						
OPERATING EXPENDITURE						
1070220 Community Services Department		57,634		57,634		1,119
1070420 Animal Control Administration		4,318		4,318		991
1070720 Impounding Costs		0		0		315
1070820 Animal License Tags/Renewals		1,000		1,000		487
1072820 Other Expenses		2,000		2,000		7
1070060 Non-recurrent Projects		1,697		1,697		0
OPERATING INCOME						
1074030 Fines & Penalties	5,000		5,000		2,331	
1074230 Dog Registration Fees	16,000		16,000		6,577	
1074330 Other Fees & Charges	200		200		33	
1074430 Impounded Stock	50		50		0	
1074630 Cat Registration Fees	2,500		2,500		448	
OPERATING SUB TOTAL	<u>23,750</u>	<u>66,649</u>	<u>23,750</u>	<u>66,649</u>	<u>9,389</u>	<u>2,918</u>
TOTAL ANIMAL CONTROL	<u>23,750</u>	<u>66,649</u>	<u>23,750</u>	<u>66,649</u>	<u>9,389</u>	<u>2,918</u>

SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>LAW, ORDER & PUBLIC SAFETY</u>						
<i>OTHER LAW, ORDER & PUBLIC SAFETY</i>						
OPERATING EXPENDITURE						
1080020 Depreciation		12,158		12,158		3,017
1080120 Community Safety & Crime Prevention		1,116		1,116		1,187
1080220 Communiyt Services Department		25,377		25,377		1,948
1080820 Bridgetown SES Assistance		13,957		13,957		2,280
1080920 Bridgetown SES Building Maintenance		1,140		1,140		0
1081020 Bridgetown SES Building Operation		5,803		5,803		2,516
1081420 Impounding Vehicles		500		500		450
1081620 Fines & Enforcement Registry Fees		1,550		1,550		0
OPERATING INCOME						
1080030 Profit on Sale of Asset	0		0		0	
1080530 Charges for Impounded Vehicles	750		750		360	
1080730 SES Operating Grant	20,900		20,900		4,797	
1080930 Fees & Charges	50		50		0	
1081030 Fines & Enforcement Reimbursement	2,000		2,000		269	
OPERATING SUB TOTAL	23,700	61,601	23,700	61,601	5,426	11,399
CAPITAL EXPENDITURE						
1080040 SES Furniture & Equipment		0		0		0
1080140 SES Building		0		0		0
1080340 SES Equipment		0		0		0
1080240 Plant Purchases		0		0		0
CAPITAL INCOME						
1080150 Sale of Plant	0		0		0	0
CAPITAL SUB TOTAL	0	0	0	0	0	0
<i>TOTAL OTHER LAW, ORDER & PUBLIC SAFETY</i>	23,700	61,601	23,700	61,601	5,426	11,399

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
<u>HEALTH</u>	\$	\$	\$	\$	\$	\$
MATERNAL & INFANT HEALTH						
OPERATING EXPENDITURE						
1110220 Maternal & Infant Health Service Agree.		3,500		3,500		0
OPERATING SUB TOTAL	0	3,500	0	3,500	0	0
TOTAL MATERNAL & INFANT HEALTH	0	3,500	0	3,500	0	0

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>HEALTH</u>						
<i>PREVENTATIVE SERVICES - INSPECT/ADMIN</i>						
OPERATING EXPENDITURE						
1140120 Development Services Department		126,538		126,538		32,294
1140320 Executive Support - D & I Management		6,089		6,089		984
1140620 Other Minor Costs		2,000		2,000		0
1140060 Non-recurrent Projects		10,000		10,000		0
OPERATING INCOME						
1144830 Health Act Licenses (GST Free)	14,000		14,000		138	
1144130 Health Act Charges (Inc GST)	100		100		0	
OPERATING SUB TOTAL	<u>14,100</u>	<u>144,627</u>	<u>14,100</u>	<u>144,627</u>	<u>138</u>	<u>33,278</u>
<i>TOTAL PREV. SERVICES - INSPECTION/ADMIN</i>	<u>14,100</u>	<u>144,627</u>	<u>14,100</u>	<u>144,627</u>	<u>138</u>	<u>33,278</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>HEALTH</u>						
PREVENTATIVE SERVICES - OTHER						
OPERATING EXPENDITURE						
1160220 Development Services Department		9,362		9,362		2,373
1160520 Analytical Expenses		1,500		1,500		1,096
OPERATING SUB TOTAL	0	10,862	0	10,862	0	3,468
TOTAL PREVENTATIVE SERVICES - OTHER	0	10,862	0	10,862	0	3,468

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>EDUCATION & WELFARE</u>						
OTHER EDUCATION						
OPERATING EXPENDITURE						
1057420 Bridgetown CRC - Building Maintenance		8,689		8,689		0
1057520 Bridgetown CRC - Building Operation		19,895		19,895		6,164
1100720 School Awards & Certificates		365		365		0
1101320 Administration & Finance Activity		320		320		78
OPERATING INCOME						
1100030 Fees & Charges/Reimbursements	710		710		239	
OPERATING SUB TOTAL	710	29,269	710	29,269	239	6,243
TOTAL OTHER EDUCATION	710	29,269	710	29,269	239	6,243

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>EDUCATION & WELFARE</u>						
<i>CARE OF FAMILIES & CHILDREN</i>						
OPERATING EXPENDITURE						
1180220 Bridgetown Family & Community Centre		8,000		8,000		0
1180520 Community Planning Develop Projects		69,092		69,092		16,198
1180820 Service Agreements		10,000		10,000		0
OPERATING SUB TOTAL	0	87,092	0	87,092	0	16,198
<i>TOTAL CARE OF FAMILIES & CHILDREN</i>	0	87,092	0	87,092	0	16,198

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>EDUCATION & WELFARE</u>						
<i>AGED & DISABLED - OTHER</i>						
OPERATING EXPENDITURE						
1190020 Service Agreements & Community Grants		30,000		30,000		0
1190420 Disability Services		17,546		17,546		4,145
1190620 Seniors Programmes		27,630		27,630		4,177
OPERATING INCOME						
1194330 Other Recurrent Grants	5,000		5,000		0	
OPERATING SUB TOTAL	<u>5,000</u>	<u>75,176</u>	<u>5,000</u>	<u>75,176</u>	<u>0</u>	<u>8,322</u>
<i>TOTAL AGED & DISABLED OTHER</i>	<u>5,000</u>	<u>75,176</u>	<u>5,000</u>	<u>75,176</u>	<u>0</u>	<u>8,322</u>

SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
<u>EDUCATION & WELFARE</u>	\$	\$	\$	\$	\$	\$
<i>OTHER WELFARE</i>						
OPERATING EXPENDITURE						
1220120 Community Services Department		7,248		7,248		1,636
1221220 Community Grants & Service Agreements		15,130		15,130		2,500
OPERATING SUB TOTAL	0	22,378	0	22,378	0	4,136
<i>TOTAL OTHER WELFARE</i>	0	22,378	0	22,378	0	4,136

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>HOUSING</u>						
OTHER HOUSING						
OPERATING EXPENDITURE						
1240060 Non Recurrent Projects		2,500		2,500		0
1240220 Building Maintenance		23,149		23,149		2,146
1240120 Building Operation		26,503		26,503		8,334
1241220 Administration & Finance Activity		451		451		111
1242020 Less Staff Housing Costs Recovered		(18,023)		(18,023)		0
OPERATING INCOME						
1240530 Rent - 144 Hampton Street	15,080		15,080		2,030	
1240630 Rent - 146 Hampton Street	6,240		6,240		1,440	
1240830 Rent - 31 Gifford Road	12,480		12,480		3,429	
1244030 Staff Housing Reimbursements	780		780		345	
OPERATING SUB TOTAL	<u>34,580</u>	<u>34,580</u>	<u>34,580</u>	<u>34,580</u>	<u>7,243</u>	<u>10,591</u>
CAPITAL EXPENDITURE						
0 Staff Housing Building Upgrades		0		0		0
CAPITAL SUB TOTAL		<u>0</u>		<u>0</u>		<u>0</u>
TOTAL OTHER HOUSING	<u>34,580</u>	<u>34,580</u>	<u>34,580</u>	<u>34,580</u>	<u>7,243</u>	<u>10,591</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
<i>SANITATION - GENERAL REFUSE</i>						
OPERATING EXPENDITURE						
1250020 Depreciation		51,952		51,952		12,988
1250120 Non Recurrent Projects		5,500		5,500		0
1250220 Refuse Collection		206,933		206,933		43,100
1250320 Bridgetown Refuse Site Management		349,280		349,280		81,112
1250720 Bridgetown Refuse Building Maintenance		1,965		1,965		0
1250820 Bridgetown Refuse Building Operation		5,907		5,907		1,504
1250620 G'bushes Transfer Station Management		23,489		23,489		3,875
1250420 Refuse Recycling		116,050		116,050		23,487
1250920 Recycling Collection		135,385		135,385		32,723
1251020 South West Regional Waste Strategy		3,306		3,306		0
1251320 Bridgetown Landfill Site Loans		5,935		5,935		(56)
1251420 Purchase of Recycle Bins		5,000		5,000		728
1251720 Staff Housing Costs		3,629		3,629		0
1250060 Non-recurrent Projects		50,000		50,000		0
OPERATING INCOME						
1254130 Refuse Collection Charges	146,640		146,640		147,083	
1254230 Multiple Services Collection Charges	59,920		59,920		60,000	
1255030 User Pay Charges	25,600		25,600		12,934	
1254330 Landfill Site Maintenance Rate	607,376		607,376		607,563	
1254530 Landfill Site Maintenance Concessions	(14,960)		(14,960)		(5,236)	
1255130 Recycling Subsidies & Royalties	58,500		58,500		1,619	
1254930 Kerbside Recycling Charges	140,328		140,328		140,726	
1255330 Site Facility Rental	5,020		5,050		836	
1255230 Profit on Sale of Asset	0		0		0	
OPERATING SUB TOTAL	1,028,424	964,331	1,028,454	964,331	965,524	199,462
CAPITAL EXPENDITURE						
1255040 Waste Facilities Infrastructure		50,000		50,000		0
1255340 Sanitation Plant Purchases		16,000		16,000		14,900
CAPITAL INCOME						
1255050 Sale of Plant and Vehicles	1,000		1,000		0	
CAPITAL SUB TOTAL	1,000	66,000	1,000	66,000	0	14,900
<i>TOTAL SANITATION - GENERAL REFUSE</i>	1,029,424	1,030,331	1,029,454	1,030,331	965,524	214,362

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
<i>SANITATION - OTHER</i>						
OPERATING EXPENDITURE						
1260320 Refuse Collection From Streets		52,184		52,184		8,814
1260620 Litter Control		2,348		2,348		23
OPERATING INCOME						
1264030 Litter Fines	100		100		280	
OPERATING SUB TOTAL	100	54,532	100	54,532	280	8,837
<i>TOTAL SANITATION - OTHER</i>	100	54,532	100	54,532	280	8,837

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
SEWERAGE						
OPERATING EXPENDITURE						
1270020 Liquid Waste Pit Depreciation		15,121		15,121		3,780
1270220 Septic Tank Inspections		17,663		17,663		4,511
1260820 Waste Facilities		5,924		5,924		1,189
1270060 Non-recurrent Projects		13,000		13,000		0
OPERATING INCOME						
1274230 Septic Tank Inspection Fees	4,800		4,800		965	
1274430 Septic Tank Application Fees	5,280		5,280		1,062	
1274330 Waste Disposal Fees	5,000		5,000		0	
OPERATING SUB TOTAL	15,080	51,708	15,080	51,708	2,027	9,481
TOTAL SEWERAGE	15,080	51,708	15,080	51,708	2,027	9,481

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
URBAN STORM WATER DRAINAGE						
OPERATING EXPENDITURE						
1390420 Drainage Maintenance		136,813		136,813		27,195
1390820 Drainage Depreciation		93,031		93,031		23,201
1391820 Administration & Finance Activity		3,478		3,478		852
OPERATING INCOME						
1280030 Drainage Grants & Contributions	11,364		11,364		0	
OPERATING SUB TOTAL	<u>11,364</u>	<u>233,322</u>	<u>11,364</u>	<u>233,322</u>	<u>0</u>	<u>51,248</u>
CAPITAL EXPENDITURE						
1280040 Drainage Construction		114,153		114,153		0
CAPITAL SUB TOTAL	<u>0</u>	<u>114,153</u>	<u>0</u>	<u>114,153</u>	<u>0</u>	<u>0</u>
TOTAL URBAN STORM WATER DRAINAGE	<u>11,364</u>	<u>347,475</u>	<u>11,364</u>	<u>347,475</u>	<u>0</u>	<u>51,248</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
<i>PROTECTION OF ENVIRONMENT</i>						
OPERATING EXPENDITURE						
1290520 Blackwood NRM Project		43,054		43,054		0
1290620 Development Services Department		13,557		13,557		3,110
1290720 Other Costs		0		0		0
1290820 Chief Executive Office Department		3,358		3,358		981
1290060 Non-recurrent Projects		10,000		10,000		0
OPERATING INCOME						
1290830 Other Revenue	0		0		0	
OPERATING SUB TOTAL	0	69,969	0	69,969	0	4,090
<i>TOTAL PROTECTION OF ENVIRONMENT</i>	0	69,969	0	69,969	0	4,090

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
TOWN PLANNING/REGIONAL DEVELOPMENT						
OPERATING EXPENDITURE						
1300120 Development Services Department		194,172		194,172		48,337
1300520 Executive Support - D & I Management		6,089		6,089		984
1300820 Other Costs		2,250		2,250		271
1300920 Chief Executive Office Department		4,655		4,655		1,352
1301020 LPS 6 - P & E Department		29,313		29,313		7,416
1301620 Staff Housing Costs		2,462		2,462		0
1301920 LPS 6 - CEO Department		2,799		2,799		813
1301220 LPS 6 - Advertising & Consultants		32,496		32,496		2,340
1300420 Rural Street Numbering		3,969		3,969		939
1300720 Urban Street Numbering		3,769		3,769		938
1302320 Planning Application Assessment		12,572		12,572		3,121
1303020 Road Rationalisation & Land Transfer		9,705		9,705		1,118
OPERATING INCOME						
1304330 Town Planning Application Fees	33,000		33,000		9,606	
1304530 Sub Division Clearance Charges	500		500		0	
1304630 Profit on Sale of Asset	700		700		0	
1304830 Other Planning Fees & Charges	500		500		0	
OPERATING SUB TOTAL	<u>34,700</u>	<u>304,251</u>	<u>34,700</u>	<u>304,251</u>	<u>9,606</u>	<u>67,630</u>
CAPITAL EXPENDITURE						
1305640 Plant Purchases		26,000		26,000		0
CAPITAL INCOME						
1306650 Sale of Asset	15,100		15,100		0	
CAPITAL SUB TOTAL	<u>15,100</u>	<u>26,000</u>	<u>15,100</u>	<u>26,000</u>	<u>0</u>	<u>0</u>
TOTAL TOWN PLANNING/REGIONAL DEVELOP.	<u>49,800</u>	<u>330,251</u>	<u>49,800</u>	<u>330,251</u>	<u>9,606</u>	<u>67,630</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>COMMUNITY AMENITIES</u>						
OTHER COMMUNITY AMENITIES						
OPERATING EXPENDITURE						
1310020 Cemeteries - P&G Grounds Maint.		37,381		37,381		8,344
1310120 Cemeteries - CEO Department		11,121		11,121		2,153
1310220 Cemeteries - Grave Digging		4,500		4,500		650
1310420 Cemeteries - Building Maint.		1,170		1,170		0
1310520 Public Conveniences - Building Maint.		22,377		22,377		3,000
1310920 Cemetery & Memorial Plaques		4,750		4,750		1,155
1311020 Cemeteries - Building Ops		7,306		7,306		1,111
1311220 Public Conveniences - Building Ops		130,583		130,583		31,803
1312120 Building Operations		346		346		281
1312320 Administration & Finance Activity		1,179		1,179		289
1312920 Community Bus		33,750		33,750		6,280
1313120 Other Building Maint.		4,731		4,731		2,375
OPERATING INCOME						
1310930 Cemetery & Memorial Plaques	4,750		4,750		1,732	
1314030 Cemetery Fees & Charges (GST Free)	1,000		1,000		785	
1314130 Cemetery Fees & Charges (Inc GST)	10,000		10,000		8,365	
1314530 Community Bus Fees & Charges	6,000		6,000		602	
OPERATING SUB TOTAL	<u>21,750</u>	<u>259,194</u>	<u>21,750</u>	<u>259,194</u>	<u>11,485</u>	<u>57,440</u>
CAPITAL EXPENDITURE						
1310340 Blackwood River Park Toilets		10,000		10,000		0
CAPITAL SUB TOTAL	<u>0</u>	<u>10,000</u>	<u>0</u>	<u>10,000</u>	<u>0</u>	<u>0</u>
TOTAL OTHER COMMUNITY AMENITIES	<u>21,750</u>	<u>269,194</u>	<u>21,750</u>	<u>269,194</u>	<u>11,485</u>	<u>57,440</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>PUBLIC HALLS - CIVIC CENTRES</u>						
OPERATING EXPENDITURE						
1320020 Depreciation		337		337		85
1320060 Non Recurrent Projects		4,000		4,000		0
1320120 Building Maintenance		23,349		23,349		1,921
1320220 Building Operations		110,829		110,829		35,147
1320720 Loan Repayments		2,633		2,633		(10)
OPERATING INCOME						
1324130 Civic Centre Hire Charges	3,000		3,000		692	
1324230 Greenbushes Hall Hire Charges	1,500		1,500		2,139	
1324730 Yornup Hall Fees & Charges	9		9		9	
1324330 Civic Centre Grants/Contributions	687,648		687,648		0	
OPERATING SUB TOTAL	<u>692,157</u>	<u>141,148</u>	<u>692,157</u>	<u>141,148</u>	<u>2,841</u>	<u>37,143</u>
CAPITAL EXPENDITURE						
1322040 Building Renewals		1,184,338		1,184,338		0
CAPITAL SUB TOTAL		<u>1,184,338</u>		<u>1,184,338</u>		<u>0</u>
TOTAL PUBLIC HALLS - CIVIC CENTRES	<u>692,157</u>	<u>1,325,486</u>	<u>692,157</u>	<u>1,325,486</u>	<u>2,841</u>	<u>37,143</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>SWIMMING AREAS & BEACHES</u>						
OPERATING EXPENDITURE						
1331120 Greenbushes Pool Building Maintenance		6,393		6,393		0
1331220 Greenbushes Pool Building Operation		10,091		10,091		1,769
OPERATING SUB TOTAL	0	16,484	0	16,484	0	1,769
CAPITAL EXPENDITURE						
1335340 Public Conveniences Building Renewals		0		10,000		0
CAPITAL SUB TOTAL	0	0	0	10,000	0	0
TOTAL SWIMMING AREAS & BEACHES	0	16,484	0	26,484	0	1,769

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>OTHER RECREATION & SPORT</u>						
OPERATING EXPENDITURE						
1340020 Pool Infrastructure Depreciation		59,555		59,555		14,889
1340220 Strategic Plan		4,694		4,694		1,109
1340320 Administration Salaries & Costs		76,460		76,460		20,305
1340420 Bridgetown Facilities Building Operations		59,939		59,939		19,498
1340520 Leisure Centre Building Maintenance		44,144		44,144		3,198
1340620 Greenbushes Facilities Building Maint.		15,018		15,018		3,201
1340720 Greenbushes Facilities Build. Operations		34,565		34,565		9,949
1340820 Leisure Centre Grounds Maintenance		35,686		35,686		7,324
1340920 Other Recreation & Sport Loans		4,057		4,057		(15)
1341020 Parks & Gardens Grounds Maintenance		545,021		545,021		81,286
1341620 Walk Trails, Trails & Paths		26,914		26,914		2,877
1342020 Leisure Centre Building Operation		359,349		359,349		93,852
1342420 Bridgetown Facilities Build. Maintenance		18,406		18,406		983
1343120 Gym Equipment Lease		27,225		27,225		6,942
1343920 Loss on sale of assets		2,600		2,600		0
1344820 Depreciation - Parks & Ovals		150,864		150,864		37,551
1345520 Leisure Centre - Programs		2,815		2,815		1,126
1345720 Leisure Centre - Vending & Kiosk		22,500		22,500		1,796
1345820 Leisure Centre - Admin & Finance Activity		56,441		56,441		18,626
1346020 Leisure Centre - Other Costs		2,850		2,850		1,665
1346120 Leisure Centre - Minor Equipment		29,584		29,584		4,450
1347120 P&G Minor Building & Structures Maint.		31,451		31,451		1,585
1348320 Leisure Centre Mgt.- Community Services		50,574		50,574		12,567
1346620 Community Grants		2,750		2,750		750
1344520 Regional Bridle Trail		700		700		700
1349220 Community Gardens Building Operation		6,858		6,858		1,798
1349320 Community Gardens Building Maint.		2,285		2,285		0
1348920 Service Agreements		7,290		7,290		700
1349120 Recreation Officers		40,228		40,228		10,266
1349520 Administration & Finance Activity		16,763		16,763		4,109
1349720 Swimming Pool Chemicals		11,000		11,000		400
1342920 Aquatic Co-ordinators & Lifeguards		104,121		104,121		8,217
1349820 Health & Fitness Program Staff		69,033		69,033		7,179
1349920 Leisure Centre Loans		62,264		62,264		(146)
1340060 Leisure Centre Non-recurrent Projects		18,812		18,812		400
1340160 P&G Non-recurrent Projects		97,076		97,076		4,436
1340260 Rec Facilities Non-recurrent Projects		138,866		138,866		6,405
OPERATING INCOME						
1343830 Utilities Reimbursements	8,800		8,800		645	
1344130 Bridgetown Sporting Clubs Rental Charges	4,275		4,275		162	
1344630 Property & Reserves Hire Fees	3,260		3,260		0	
1345730 Leisure Centre - Gymnasium Income	60,000		60,000		17,779	
1345930 Leisure Centre - Rental Of Rooms	50,000		50,000		15,136	
1344830 Leisure Centre - Vending (GST Free)	2,000		2,000		444	

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>OTHER RECREATION & SPORT</u>						
OPERATING INCOME (CONTINUED)						
1346030 Leisure Centre - Vending	27,250		27,250		3,003	
1340130 Rose Street Lease	3,850		6,850		962	
1343530 Leisure Centre - Pool Entrance	70,000		70,000		1,065	
1343630 Leisure Centre - Learn to Swim Programs	2,000		2,000		0	
1344030 Leisure Centre - Term Programs	15,000		15,000		3,722	
1344230 Grants	930,673		930,673		2,500	
1344530 Contributions & Reimbursements	175,534		175,534		0	
1346330 Sale of 24hr Gym Fobs	3,750		3,750		1,477	
1346630 Leisure Centre - Grants & Contributions	23,130		23,130		1,900	
1346830 Donations (GST Free)	6,000		6,000		1,642	
1344430 Profit on Sale of Asset	0		0		0	
OPERATING SUB TOTAL	1,385,522	2,238,758	1,388,522	2,238,758	50,438	389,976
CAPITAL EXPENDITURE						
1345140 Building Renewals		292,756		292,756		12,282
1345240 Other Rec & Sport Plant Purchases		28,000		28,000		0
1345440 P & G Infrastructure Renewals		10,003		10,003		16,761
1346340 Furniture & Equipment		9,000		9,000		1,642
1346640 New Equipment		9,000		9,000		0
1349140 Infrastructure/Other/New		1,212,411		1,212,411		9,659
CAPITAL INCOME						
1346750 Sale of Plant & Equipment	3,000		3,000		0	
CAPITAL SUB TOTAL	3,000	1,561,170	3,000	1,561,170	0	40,344
TOTAL OTHER RECREATION AND SPORT	1,388,522	3,799,928	1,391,522	3,799,928	50,438	430,321

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>TELEVISION & RADIO RE-BROADCASTS</u>						
OPERATING EXPENDITURE						
1120060 Non Recurrent Projects		4,350		4,350		0
1120320 SBS TV Tower Building Operation		4,297		4,297		774
1120220 SBS TV Tower Building Maintenance		461		461		0
OPERATING SUB TOTAL	<u>0</u>	<u>9,108</u>	<u>0</u>	<u>9,108</u>	<u>0</u>	<u>774</u>
<u>TOTAL TELEVISION & RADIO BROADCASTS</u>	<u>0</u>	<u>9,108</u>	<u>0</u>	<u>9,108</u>	<u>0</u>	<u>774</u>

SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>LIBRARIES</u>						
OPERATING EXPENDITURE						
1360060 Library Non-recurrent projects		21,204		21,204		0
1360120 Management & Services		37,019		37,019		9,592
1360220 Administration & Finance Activity		45,931		45,931		17,906
1360320 Salaries & Staff Costs		141,687		141,687		34,803
1360420 Minor Items & Supplies		3,000		3,000		1,169
1360620 Subscriptions		2,000		2,000		700
1360720 Book Acquisitions		500		500		0
1360820 Furniture & Equipment Depreciation		7,562		7,562		1,906
1361020 Book Exchange Expenses		1,860		1,860		102
1361120 Insurance		2,627		2,627		2,479
1361320 Lost & Damaged Books		350		350		0
1361720 Library Consortia Admin Support		1,500		1,500		0
1361920 Building Operation		120,568		120,568		35,104
1362020 Building Maintenance		23,312		23,312		3,738
1362220 Grounds Maintenance		21,352		21,352		3,021
1362320 Vending Costs		2,198		2,198		654
1362420 Library Programs & Activities		800		800		0
1362520 Computer Licences		5,250		5,250		1,532
OPERATING INCOME						
1054430 Photocopying Charges	1,500		1,500		585	
1363330 Coffee Machine Sales	2,500		2,500		782	
1363430 Book Sales	1,000		1,000		144	
1363730 Book Club Income	400		400		1	
1363830 Other Minor Revenue	4,500		4,500		1,104	
1364130 Lost & Damaged Books Reimbursements	250		250		68	
1360070 Library Non-recurrent Grants	0		0		0	
OPERATING SUB TOTAL	<u>10,150</u>	<u>438,720</u>	<u>10,150</u>	<u>438,720</u>	<u>2,683</u>	<u>112,706</u>
TOTAL LIBRARIES	<u>10,150</u>	<u>438,720</u>	<u>10,150</u>	<u>438,720</u>	<u>2,683</u>	<u>112,706</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>HERITAGE</u>						
OPERATING EXPENDITURE						
1350420 Building Maintenance		13,987		13,987		461
1350520 Building Operations		28,054		28,054		9,508
1351820 Community Grants & Service Agreements		3,000		3,000		3,000
1352820 Municipal Heritage Precinct & Inventory		7,769		7,769		1,935
1350060 Heritage Non-recurrent Projects		342,000		342,000		600
OPERATING INCOME						
1353430 Yornup School Fees & Charges/Reimb.	949		949		341	
1353730 Greenbushes Court House Hire Charges	580		580		0	
1353630 Heritage Building Grants	1,061,500		1,061,500		600	
OPERATING SUB TOTAL	1,063,029	394,810	1,063,029	394,810	941	15,504
CAPITAL EXPENDITURE						
1350040 Heritage Building Renewals		892,000		892,000		4,385
CAPITAL SUB TOTAL	0	892,000	0	892,000	0	4,385
TOTAL HERITAGE	1,063,029	1,286,810	1,063,029	1,286,810	941	19,889

SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>RECREATION & CULTURE</u>						
<u>OTHER CULTURE</u>						
OPERATING EXPENDITURE						
1370820 Arts & Culture - Community Service Dept.		9,341		9,341		2,133
1371020 Arts & Culture Programs		2,100		2,100		0
1371120 Art Acquisitions		1,000		1,000		0
1372120 Community Grants		1,880		1,880		0
1372320 Summer Evening Films Festival		11,602		11,602		1,104
1370060 Non-recurrent Projects		22,000		22,000		0
OPERATING INCOME						
1373930 Fees & Charges	1,400		1,400		0	
OPERATING SUB TOTAL	1,400	47,923	1,400	47,923	0	3,236
<u>TOTAL OTHER CULTURE</u>	1,400	47,923	1,400	47,923	0	3,236

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>TRANSPORT</u>						
STREETS ROAD CONSTRUCTION						
CAPITAL EXPENDITURE						
1380140 Winnejump Rd - Regional Road Group		382,500		382,500		2,102
1380540 Blackspot Funded Projects		409,650		409,650		0
1380840 Kerbing		8,000		8,000		1,127
1381440 Depot Buildings Renewals		23,680		23,680		15,456
1385040 Regional Road Safety Program		1,168,482		1,168,482		400
1386040 Footpath Construction		132,410		132,410		0
1386940 Road Construction/Recon Council Funded		245,779		245,779		5,972
1387740 Bridge Construction Works		390,000		390,000		0
CAPITAL INCOME						
1380430 Regional Road Safety Grant	1,035,000		1,035,000		0	
1381530 Blackspot Funding Grant	409,650		409,650		0	
1381630 Roads to Recovery Grant	429,947		429,947		0	
1395430 Bridge Grants	360,000		360,000		60,000	
1395530 RRG & Main Roads Grants	255,000		255,000		0	
CAPITAL SUB TOTAL	<u>2,489,597</u>	<u>2,760,501</u>	<u>2,489,597</u>	<u>2,760,501</u>	<u>60,000</u>	<u>25,058</u>
TOTAL STREETS ROAD CONSTRUCTION	<u>2,489,597</u>	<u>2,760,501</u>	<u>2,489,597</u>	<u>2,760,501</u>	<u>60,000</u>	<u>25,058</u>

SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>TRANSPORT</u>						
<u>STREETS ROAD MAINTENANCE</u>						
OPERATING EXPENDITURE						
1390020 Depreciation - Roads		1,966,366		1,966,366		487,924
1391020 Depreciation - Bridges		195,697		195,697		46,470
1391120 Depreciation - Footpaths		63,570		63,570		15,893
1391220 Depreciation - Other Infrastructure		25,597		25,597		6,690
1391720 Staff Housing Costs		11,932		11,932		0
1391920 Administration & Finance Activity		116,526		116,526		28,562
1392020 Gravel Pits		22,859		22,859		0
1390520 Crossover Contributions		12,536		12,536		1,410
1390320 Bridgetown Depot Building Maintenance		6,324		6,324		241
1393020 Bridgetown Depot Building Operation		29,444		29,444		8,749
1390120 Road Maintenance		812,971		812,971		297,320
1390220 Verge Maintenance		388,338		388,338		78,052
1392220 Loss on Sale of Assets		0		0		0
1390720 General Bridge Maintenance		112,859		112,859		51,807
1394420 Signs - Private Directional		500		500		0
1394020 Design & Preliminary Planning		56,622		56,622		16,645
1395020 School Bus Route Inspections		4,536		4,536		1,091
1393820 Two Way Radio Tower		1,220		1,220		1,211
OPERATING INCOME						
1394330 Fees & Charges/Private Signs	750		750		0	
1395230 Regional Road Direct Grant	174,442		174,442		174,442	
1394530 Profit on Sale of Assets	1,000		1,000		0	
1394830 Temporary Heavy Haulage Permit Fees	3,500		3,500		1,008	
1395930 Road Closure Plan Approval Fees	1,300		1,300		789	
1398230 Contributions to Road Upgrades	10,000		10,000		0	
OPERATING SUB TOTAL	<u>190,992</u>	<u>3,827,897</u>	<u>190,992</u>	<u>3,827,897</u>	<u>176,239</u>	<u>1,042,063</u>
TOTAL STREETS ROAD MAINTENANCE	<u>190,992</u>	<u>3,827,897</u>	<u>190,992</u>	<u>3,827,897</u>	<u>176,239</u>	<u>1,042,063</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>TRANSPORT</u>						
ROAD PLANT PURCHASES						
CAPITAL EXPENDITURE						
1400040 Road Plant Purchases		490,000		490,000		0
1403740 Sundry Equipment Items		25,000		25,000		0
CAPITAL INCOME						
1400450 Sale of Road Plant	89,000		89,000		0	
CAPITAL SUB TOTAL	89,000	515,000	89,000	515,000	0	0
TOTAL ROAD PLANT PURCHASES	89,000	515,000	89,000	515,000	0	0

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>TRANSPORT</u>						
<u>PARKING FACILITIES</u>						
OPERATING EXPENDITURE						
1410520 Parking Control - Community Serv. Dept		7,159		7,159		70
1410720 Car Park Lighting		5,000		5,000		0
1411520 Parking Signs & Marking Bays		2,702		2,702		409
1410060 Non-recurrent Projects		6,548		6,548		0
OPERATING INCOME						
1414030 Fines & Penalties	50		50		0	
1414130 Car Park Contributions	495,854		495,854		0	
OPERATING SUB TOTAL	<u>495,904</u>	<u>21,409</u>	<u>495,904</u>	<u>21,409</u>	<u>0</u>	<u>479</u>
CAPITAL EXPENDITURE						
1410040 Car Parks Infrastructure		499,854		499,854		0
CAPITAL SUB TOTAL	<u>0</u>	<u>499,854</u>	<u>0</u>	<u>499,854</u>	<u>0</u>	<u>479</u>
TOTAL PARKING FACILITIES	<u>495,904</u>	<u>21,409</u>	<u>495,904</u>	<u>21,409</u>	<u>0</u>	<u>479</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
<u>TRANSPORT</u>	\$	\$	\$	\$	\$	\$
TRAFFIC CONTROL						
OPERATING EXPENDITURE						
1395820 Road Wise Committee		4,775		4,775		772
OPERATING INCOME						
1424530 Road Wise Grants/Contributions	100		100		0	
OPERATING SUB TOTAL	100	4,775	100	4,775	0	772
TOTAL TRAFFIC CONTROL	100	4,775	100	4,775	0	772

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
<u>TRANSPORT</u>	\$	\$	\$	\$	\$	\$
AERODROMES						
OPERATING EXPENDITURE						
1430120 Aerodromes Manjimup Airfield		1,000		1,000		0
OPERATING SUB TOTAL	0	1,000	0	1,000	0	0
TOTAL AERODROMES	0	1,000	0	1,000	0	0

SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>ECONOMIC SERVICES</u>						
<u>TOURISM & AREA PROMOTION</u>						
OPERATING EXPENDITURE						
1460060 Non-recurrent Projects		62,852		62,852		0
1460120 Community Services Department		9,038		9,038		1,983
1460520 Information Bays Grounds Maintenance		28,781		28,781		2,218
1460820 Visitor Centre Building Maintenance		10,712		10,712		0
1460920 Service Agreements & Community Grants		20,146		20,146		9,205
1461220 Events & Festivals		3,833		3,833		681
1461420 Visitor Centre Building Operation		65,278		65,278		18,540
1461520 Bridgetown Septage Dump Point		2,505		2,505		235
1462120 Christmas Street Party		1,500		1,500		0
1462220 Btwn. Rotary Club - Blackwood Marathon		5,000		5,000		0
1462320 VC Administration & Finance Activity		20,245		20,245		6,741
1462420 Visitor Centre Salaries & Staff Costs		87,893		87,893		19,726
1462520 Visitor Centre Stock		5,000		5,000		255
1462620 Visitor Centre Marketing		1,000		1,000		0
1463220 Visitor Centre Minor Furniture & Equip.		150		150		0
1463420 Community Services Department		66,129		66,129		16,383
1463620 Administration & Finance Activity		582		582		476
OPERATING INCOME						
1460030 Visitor Centre Counter Sales	6,000		6,000		1,294	
1460130 Visitor Centre Counter Sales (GST Free)	250		250		2	
1460330 Visitor Centre Accom. Commissions	12,500		12,500		1,162	
1460530 Visitor Centre Bus Tickets Commissions	1,200		1,200		308	
1460630 Visitor Centre Various Other Commissions	500		500		18	
1460930 Visitor Centre Jigsaw Gallery	4,000		4,000		1,538	
1461030 Visitor Centre Memberships	10,750		10,750		9,666	
1460830 Visitor Centre Room Rental	3,473		3,473		0	
1461330 Grants & Contributions to Capital Works	130,000		130,000		0	
OPERATING SUB TOTAL	168,673	390,644	168,673	390,644	13,988	76,444
CAPITAL EXPENDITURE						
1460340 Building renewals		195,000		195,000		0
1460540 Tourism Infrastructure Other Upgrades		6,320		6,320		2,076
CAPITAL SUB TOTAL	0	201,320	0	201,320	0	2,076
TOTAL TOURISM & AREA PROMOTION	168,673	591,964	168,673	591,964	13,988	78,520

SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>ECONOMIC SERVICES</u>						
<u>BUILDING CONTROL</u>						
OPERATING EXPENDITURE						
1470120 Management Costs		175,593		175,593		38,773
1470620 Contractors & Professional Services		3,000		3,000		0
1472920 Other Costs		1,000		1,000		0
1470220 Executive Support - D & I Management		6,766		6,766		1,144
1472820 Loss on Sale of Asset		0		0		0
OPERATING INCOME						
1474130 Building Licences	42,000		42,000		11,828	
1474330 BRB & BCITF Commissions	1,000		1,000		242	
1474230 Fees & Charges (Inc GST)	1,500		1,500		372	
1474530 Fees & Charges (GST Free)	2,521		2,521		2,521	
OPERATING SUB TOTAL	47,021	186,359	47,021	186,359	14,963	39,917
TOTAL BUILDING CONTROL	47,021	186,359	47,021	186,359	14,963	39,917

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>ECONOMIC SERVICES</u>						
<u>ECONOMIC DEVELOPMENT</u>						
OPERATING EXPENDITURE						
1480020 Community Services Department		17,901		17,901		4,226
1480120 CEO Department Costs		17,883		17,883		5,196
1481120 WBEA Project Funds		13,676		13,676		14,088
1481220 Electric Vehicle Charging Station		1,283		1,283		48
1480060 Non-recurrent Projects		74,100		74,100		14,400
OPERATING INCOME						
1480030 Various Reimbursements	285		285		0	
1480070 Non-recurrent Projects/Grants	5,000		5,000		0	
OPERATING SUB TOTAL	5,285	124,843	5,285	124,843	0	37,958
<u>TOTAL ECONOMIC DEVELOPMENT</u>	5,285	124,843	5,285	124,843	0	37,958

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
<u>ECONOMIC SERVICES</u>	\$	\$	\$	\$	\$	\$
OTHER ECONOMIC SERVICES						
OPERATING EXPENDITURE						
1500420 Water Supply Stand Pipes		29,480		29,480		1,307
OPERATING INCOME						
1500130 Sale of Water from Stand Pipes	28,450		28,450		0	
OPERATING SUB-TOTAL	28,450	29,480	28,450	29,480	0	1,307
TOTAL OTHER ECONOMIC SERVICES	28,450	29,480	28,450	29,480	0	1,307

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
PRIVATE WORKS						
OPERATING EXPENDITURE						
1510320 Expenses		1,000		2,000		0
1510420 In-house Costs		65,684		59,818		17,805
OPERATING INCOME						
1513030 Fees & Charges	1,300		1,300		0	
1513130 Motor Vehicle Licensing Commission	66,500		66,500		11,833	
1054630 Sale of License Plates	300		300		62	
OPERATING SUB TOTAL	<u>68,100</u>	<u>66,684</u>	<u>68,100</u>	<u>61,818</u>	<u>11,894</u>	<u>17,805</u>
TOTAL PRIVATE WORKS	<u>68,100</u>	<u>66,684</u>	<u>68,100</u>	<u>61,818</u>	<u>11,894</u>	<u>17,805</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
<u>DEVELOPMENT & INFRASTRUCTURE</u>						
OPERATING EXPENDITURE						
1600220 Other Employee Costs		25,541		25,541		13,029
1600320 Superannuation		43,201		43,201		8,473
1600420 Customer Services Officer		0		0		0
1600520 Materials & Contracts		7,192		7,192		5,213
1600620 Utility Charges		1,146		1,146		287
1600720 Vehicle Costs		17,628		17,628		5,628
1601020 In-house Services		93,240		93,240		26,082
1601320 Spervision		0		0		0
1601520 Consultancy Services		0		0		0
1601620 Conferences		9,493		9,493		0
1601720 Training		7,408		7,408		669
1602420 Toolbox Meetings		3,714		3,714		733
1602620 Annual Leave		33,778		33,778		8,121
1600920 Public Holidays		18,085		18,085		0
1601420 Sick Leave		7,536		7,536		8,031
1601820 Long Service Leave		9,797		9,797		0
1601920 Staff Meetings		22,089		22,089		3,782
1602220 Assist State Government Departments		3,042		3,042		709
1602020 D & I Management Less Recovered		(302,890)		(302,890)		(54,341)
OPERATING INCOME						
1600930 Reimbursements	0		0		0	
OPERATING SUB TOTAL	0	0	0	0	0	26,416
TOTAL WORKS & SERVICES MANAGEMENT	0	0	0	0	0	26,416

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
WASTE ACTIVITY UNIT						
OPERATING EXPENDITURE						
1610220 Other Employee Costs		5,266		5,266		3,822
1610320 Superannuation		17,414		17,414		4,012
1610520 Materials & Contracts		1,569		1,569		1,318
1610620 Utility Charges		382		382		95
1611020 In-house Services		22,473		22,473		5,487
1611520 Annual Leave		15,145		15,145		3,176
1611620 Public Holidays		2,266		2,266		0
1611720 Sick Leave		2,456		2,456		0
1612220 Long Service Leave		3,193		3,193		0
1611820 Training & Conferences		1,905		1,905		268
1610920 Supervision & Administration		89,315		89,315		19,570
1612020 Waste Activity Less Recovered		(161,384)		(161,384)		(37,915)
OPERATING SUB TOTAL	0	0	0	0	0	(167)
TOTAL WASTE ACTIVITY UNIT	0	0	0	0	0	(167)

SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
WORKS ACTIVITY UNIT						
OPERATING EXPENDITURE						
1630020 D & I Management Staff Meetings		1,563		1,563		0
1630120 Supervision Costs		81,066		81,066		17,916
1630220 Other Employee Costs		39,440		39,440		30,386
1630320 Superannuation		126,900		126,900		26,574
1630420 On-call Allowance		8,320		8,320		1,920
1630520 Materials & Contracts		15,196		15,196		12,659
1630620 Utility Charges		2,983		2,983		595
1630720 Light Fleet Vehicle Costs		44,669		44,669		14,603
1631020 In-house Services		161,770		161,770		40,004
1631120 Annual Leave		90,633		90,633		20,185
1631220 Public Holidays		59,351		59,351		536
1631320 Sick Leave		22,136		22,136		13,232
1631520 Training & Conferences		19,134		19,134		4,373
1631620 General Duties		25,020		25,020		5,353
1631920 Toolbox Meetings		6,951		6,951		734
1631420 Long Service Leave		28,789		28,789		18,928
1630920 Supervision & Administration		267,103		267,103		41,510
1632120 Depot Maintenance		6,037		6,037		4,720
1632020 Works Activity Less Recovered		(1,007,061)		(1,007,061)		(217,028)
OPERATING INCOME						
1630030 Reimbursements	0		0		0	
OPERATING SUB TOTAL	0	0	0	0	0	37,202
TOTAL WORKS ACTIVITY UNIT	0	0	0	0	0	37,202

SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
<u>FLEET ACTIVITY UNIT</u>						
OPERATING EXPENDITURE						
1640220 Other Employee Costs		2,652		2,652		1,824
1640320 Superannuation		7,081		7,081		1,539
1640520 Materials & Contracts		5,749		5,749		3,426
1640620 Utility Charges		554		554		92
1640720 Vehicle Costs		7,271		7,271		3,144
1641020 In-house Services		18,088		18,088		5,445
1641320 Annual Leave		6,316		6,316		0
1641420 Public Holidays		3,607		3,607		0
1641520 Sick Leave		1,344		1,344		0
1641620 Long Service Leave		1,747		1,747		0
1641720 Training & Conferences		850		850		134
1641820 General Duties		7,072		7,072		3,374
1641920 Toolbox Meetings		424		424		67
1640920 Supervision & Administration		11,880		11,880		2,086
1642120 Workshop Maintenance		4,597		4,597		472
1642020 Fleet Less Recovered		(79,232)		(79,232)		(19,269)
OPERATING SUB TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,334</u>
<u>TOTAL FLEET ACTIVITY UNIT</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,334</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
<u>PLANT OPERATION COSTS</u>						
OPERATING EXPENDITURE						
1540020 Depreciation - Plant & Equipment		230,057		230,057		51,965
1540120 Fuel & Oil		165,600		165,600		39,230
1540220 Tyres & Batteries		35,000		35,000		4,844
1540320 Parts & External Repairs		164,250		164,250		13,441
1540520 Insurance		54,860		54,860		53,812
1540720 Wear Parts		7,400		7,400		1,973
1541020 Vehicle Registration		15,650		15,650		14,713
1541220 Operator Repairs		11,080		11,080		3,481
1541320 Fleet Maintenance		126,402		126,402		30,740
1541420 Minor Equipment & Tools		9,000		9,000		3,661
1541520 Vehicle Lease		9,493		9,493		1,444
1542920 Plant Operations Costs Recovered		(828,792)		(828,792)		(198,647)
OPERATING INCOME						
1544030 Reimbursements	30,000		30,000		7,559	
OPERATING SUB TOTAL	30,000	0	30,000	0	7,559	20,656
TOTAL PLANT ACTIVITY UNIT	30,000	0	30,000	0	7,559	20,656

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
MATERIALS						
OPERATING EXPENDITURE						
1555200 Materials Purchased		50,000		50,000		0
1555500 Less Materials Allocated		(50,000)		(50,000)		0
1562520 Fuel & Oil Purchased		165,600		165,600		29,431
1562620 Less Fuel & Oil Allocated		(165,600)		(165,600)		(33,012)
OPERATING SUB TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(3,580)</u>
TOTAL MATERIALS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(3,580)</u>

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
<u>SALARIES & WAGES</u>						
OPERATING EXPENDITURE						
1560120 Gross Wages & Salaries		4,673,018		4,673,018		969,002
1563020 Workers Compensation		20,000		20,000		24,643
1562020 Less Wage & Salaries Allocated		(4,673,018)		(4,673,018)		(969,002)
1563220 Default Wages Account		0		0		0
OPERATING INCOME						
1563930 Reimbursements - Workers Compensation	20,000		20,000		17,647	
OPERATING SUB TOTAL	20,000	20,000	20,000	20,000	17,647	24,643
TOTAL SALARIES & WAGES	20,000	20,000	20,000	20,000	17,647	24,643

SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
COIRPORATE SERVICES DEPARTMENT						
OPERATING EXPENDITURE						
1050220 Consultants		1,000		1,000		0
1050320 Superannuation		83,020		83,020		16,367
1051520 Workers Compensation Insurance		17,368		17,368		16,986
1051720 Motor Vehicle Costs		14,236		14,236		4,188
1051820 Conference Expenses		7,018		7,018		0
1052120 Other Employee Costs		3,995		3,995		325
1052720 Staff Training		17,187		17,187		2,005
1054120 Insurance		7,914		7,914		7,916
1054720 Annual Leave		60,310		60,310		11,795
1057220 Public Holidays		31,628		31,628		0
1050420 Sick Leave		14,128		14,128		4,975
1050820 Long Service Leave		16,547		16,547		0
1051620 In-house Costs		90,599		90,599		22,435
1056020 Corporate Services Less Recovered		(360,950)		(360,950)		(80,679)
OPERATING INCOME						
1050130 Reimbursements	4,000		4,000		4,140	
OPERATING SUB TOTAL	4,000	4,000	4,000	4,000	4,140	6,315
TOTAL ADMIN & FINANCE DEPARTMENT	4,000	4,000	4,000	4,000	4,140	6,315

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
<u>BUILDING ASSETS DEPARTMENT</u>						
OPERATING EXPENDITURE						
1740020 Annual Leave		26,801		26,801		886
1740120 Public Holidays		16,239		16,239		0
1740220 Sick Leave		14,323		14,323		3,444
1740320 Long Service Leave		8,207		8,207		0
1740420 Superannuation		38,946		38,946		6,728
1740520 Workers Compensation Insurance		8,956		8,956		8,742
1740620 Motor Vehicle Costs		15,915		15,915		4,356
1740720 Other Employee Costs		3,789		3,789		256
1740820 Staff training		4,443		4,443		402
1740920 Supervision & Admin Building Maint.		82,068		82,068		26,970
1741020 Supervision & Admin Building Operations		40,252		40,252		9,279
1741120 Materials & Contracts		3,000		3,000		952
1741220 Insurance		4,142		4,142		4,138
1741320 In-house Costs		86,840		86,840		23,136
1741520 Building Asset Dept. Less Recovered		(353,921)		(353,921)		(61,647)
OPERATING SUB TOTAL	0	0	0	0	0	27,641
TOTAL BUILDING ASSETS DEPARTMENT	0	0	0	0	0	27,641

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
CHIEF EXECUTIVE OFFICE						
OPERATING EXPENDITURE						
1750020 Annual Leave		24,935		24,935		8,832
1751620 Public Holidays		12,166		12,166		545
1751720 Sick Leave		5,069		5,069		1,369
1751020 Long Service Leave		6,590		6,590		0
1750120 Superannuation		32,235		32,235		7,159
1750220 Workers Compensation Insurance		6,647		6,647		6,488
1750320 Motor Vehicle Costs		22,569		22,569		6,259
1750420 Other Employee Costs		1,150		1,150		286
1750620 Staff Training		4,219		4,219		268
1750720 Development Salary Sacrifice		10,154		10,154		0
1750820 Conference Expenses		12,486		12,486		2,940
1750920 Consultants		7,000		7,000		0
1751120 Audit Fees		29,600		29,600		0
1751220 Advertising		13,000		13,000		275
1751320 Legal Expenses		18,000		18,000		6,188
1751420 Other Expenses		1,500		1,500		0
1753420 Insurance		2,097		2,097		2,097
1752120 In-house Costs		95,597		95,597		24,739
1752020 CEO Department Less Recovered		(305,014)		(305,014)		(63,175)
OPERATING INCOME						
1750030 Reimbursements	0		0		0	
OPERATING SUB TOTAL	0	0	0	0	0	4,270
TOTAL CHIEF EXECUTIVE OFFICER	0	0	0	0	0	4,270

SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
ADMINISTRATION & FINANCE ACTIVITY						
OPERATING EXPENDITURE						
1760120 Payroll		43,905		43,905		10,326
1760220 Creditors		76,168		76,168		23,850
1760320 Information Technology Support & Costs		190,193		190,193		90,383
1760420 Accounting		216,409		216,409		56,606
1760520 Bridgetown Admin Office Building Maint.		26,817		26,817		282
1760620 Bridgetown Admin Office Building Op.		169,899		169,899		51,308
1760720 Telephone, Mail & Reception		89,827		89,827		21,296
1760820 Office Supplies & Equipment		30,232		30,232		7,016
1760920 Occupational Health & Safety Committee		61,198		61,198		4,036
1761020 Records Management Costs		104,285		104,285		22,437
1761120 Motor Vehicle Licensing		65,684		65,684		17,805
1761320 Assets Management & Fair Value		145,512		145,512		35,667
1761620 Human Resources		82,220		82,220		18,095
1761720 Records Storage Facility Building Op.		3,030		3,030		535
1761820 Records Storage Facility Building Maint.		596		596		0
1762020 Recovered from Programs		(1,305,975)		(1,305,975)		(358,752)
OPERATING INCOME						
1760030 Reimbursements & Charges	250		250		144	
OPERATING SUB TOTAL	250	0	250	0	144	892
TOTAL ADMINISTRATION & FINANCE ACTIVITY	250	0	250	0	144	892

SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
<u>DEVELOPMENT SERVICES DEPARTMENT</u>						
OPERATING EXPENDITURE						
1770020 Annual Leave		34,725		34,725		4,328
1770120 Superannuation		46,515		46,515		9,817
1770220 Workers Compensation Insurance		10,270		10,270		10,025
1770320 Motor Vehicle Costs		30,289		30,289		7,059
1770420 Other Staff Costs		2,796		2,796		566
1770520 Customer Services Officer		0		0		0
1770620 Staff Training		5,915		5,915		0
1770720 Supervision		11,048		11,048		2,312
1770820 Conference Expenses		8,853		8,853		803
1771020 Public Holidays		17,732		17,732		284
1771120 Sick Leave		7,387		7,387		2,538
1771220 Long Service Leave		9,604		9,604		0
1771520 Shared Environmental Health Officer		42,719		42,719		15,040
1772120 In-house Costs		112,664		112,664		30,536
1772920 Insurance		5,917		5,917		5,919
1772020 DS Department Less Recovered		(303,715)		(303,715)		(78,901)
OPERATING INCOME						
1770030 Reimbursements	44,855		44,855		0	
OPERATING SUB TOTAL	44,855	42,719	44,855	42,719	0	10,325
<u>TOTAL PLANNING & ENVIRONM'T DEPARTMENT</u>	44,855	42,719	44,855	42,719	0	10,325

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
COMMUNITY SERVICES DEPARTMENT						
OPERATING EXPENDITURE						
1780020 Annual Leave		36,660		36,660		3,119
1780420 Public Holidays		19,577		19,577		0
1780620 Sick Leave		13,387		13,387		3,201
1780720 Long Service Leave		10,604		10,604		0
1780120 Superannuation		46,609		46,609		11,624
1780220 Workers Compensation Insurance		11,144		11,144		10,878
1780320 Motor Vehicle Costs		27,241		27,241		6,784
1780920 Other Staff Costs		4,156		4,156		700
1780520 Staff Training		8,716		8,716		4,234
1780820 Conference Expenses		10,975		10,975		4,240
1783020 Insurance		5,910		5,910		5,909
1782120 In-house Costs		87,518		87,518		24,022
1782020 Less Recovered from Programs		(282,497)		(282,497)		(55,415)
OPERATING INCOME						
1780030 Reimbursements	0		0		0	
OPERATING SUB TOTAL	0	0	0	0	0	19,297
TOTAL COMMUNITY SERVICES DEPARTMENT	0	0	0	0	0	19,297

**SHIRE OF BRIDGETOWN-GREENBUSHES
PROGRAM SUMMARY**

	2021-22 BUDGET		2021-22 AMENDED BUDGET		ACTUAL TO 30 September 2021	
	INCOME	EXPEND	INCOME	EXPEND	INCOME	EXPEND
	\$	\$	\$	\$	\$	\$
<u>OTHER PROPERTY & SERVICES</u>						
UNCLASSIFIED						
OPERATING EXPENDITURE						
1790320 Donations - Hire Charges & Fees		3,500		3,500		248
1790420 Donations - Approved by CEO		2,385		2,385		227
1790820 Sale of Land General Expenses		1,000		1,000		0
1052820 Sundry Expenses		100		100		1
1790220 General Insurance Claims		10,000		10,000		0
OPERATING INCOME						
1790130 Insurance Claims Reimbursed	10,000		10,000		663	
1790330 Other Reimbursements	9,346		9,346		4,673	
OPERATING SUB TOTAL	19,346	16,985	19,346	16,985	5,336	476
CAPITAL EXPENDITURE						
1790040 Purchase of Land		25,500		25,500		0
CAPITAL SUB TOTAL	0	25,500	0	25,500	0	0
TOTAL UNCLASSIFIED	19,346	42,485	19,346	42,485	5,336	476

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

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
<u>MUNICIPAL FUND</u>				
<u>DIRECT DEBITS</u>				
DD15605.1	02/09/2021	GO GO MEDIA	MONTHLY ON-HOLD MESSAGE SERVICE - SEPTEMBER	75.90
DD15606.1	02/09/2021	WATERLOGIC AUSTRALIA PTY LTD	MONTHLY HIRE/SERVICE OF WATER COOLERS FOR SEPTEMBER	143.59
DD15625.1	07/09/2021	AMPOL AUSTRALIA PETROLEUM PTY LTD	FUEL FOR THE MONTH OF AUGUST	3,596.97
DD15598.1	08/09/2021	AWARE SUPER	PAYROLL DEDUCTIONS	15,621.87
DD15598.10	08/09/2021	WEALTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	256.43
DD15598.11	08/09/2021	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	255.83
DD15598.12	08/09/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	469.38
DD15598.13	08/09/2021	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	462.68
DD15598.14	08/09/2021	AMP SUPERANNUATION SAVINGS TRUST	SUPERANNUATION CONTRIBUTIONS	281.63
DD15598.15	08/09/2021	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	311.05
DD15598.16	08/09/2021	HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	191.50
DD15598.17	08/09/2021	R & P SUMNER SUPERFUND	SUPERANNUATION CONTRIBUTIONS	138.23
DD15598.18	08/09/2021	HOST PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	467.96
DD15598.19	08/09/2021	ASGARD SUPER	SUPERANNUATION CONTRIBUTIONS	425.60
DD15598.2	08/09/2021	ONEPATH CUSTODIANS PTY LTD	SUPERANNUATION CONTRIBUTIONS	139.64
DD15598.3	08/09/2021	LUCRF SUPER	SUPERANNUATION CONTRIBUTIONS	127.54
DD15598.4	08/09/2021	ANZ CHOICE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	77.54
DD15598.5	08/09/2021	BT PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	289.29
DD15598.6	08/09/2021	ACTIVE SUPER	PAYROLL DEDUCTIONS	396.29
DD15598.7	08/09/2021	UNISUPER	PAYROLL DEDUCTIONS	321.88
DD15598.8	08/09/2021	WAIKAWA DREAMING SUPERANNUATION FUND	PAYROLL DEDUCTIONS	714.48
DD15598.9	08/09/2021	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	239.83
DD15626.1	22/09/2021	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	17.05
DD15627.1	22/09/2021	AWARE SUPER	PAYROLL DEDUCTIONS	15,960.83
DD15627.10	22/09/2021	MLC SUPER FUND	SUPERANNUATION CONTRIBUTIONS	239.83
DD15627.11	22/09/2021	WEALTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	256.43
DD15627.12	22/09/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	318.80
DD15627.13	22/09/2021	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	239.83
DD15627.14	22/09/2021	GUILD SUPER	SUPERANNUATION CONTRIBUTIONS	462.68
DD15627.15	22/09/2021	AMP SUPERANNUATION SAVINGS TRUST	SUPERANNUATION CONTRIBUTIONS	281.63
DD15627.16	22/09/2021	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	318.75
DD15627.17	22/09/2021	HESTA SUPER	SUPERANNUATION CONTRIBUTIONS	225.30
DD15627.18	22/09/2021	R & P SUMNER SUPERFUND	SUPERANNUATION CONTRIBUTIONS	134.91
DD15627.19	22/09/2021	HOST PLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	483.96
DD15627.2	22/09/2021	ONEPATH CUSTODIANS PTY LTD	SUPERANNUATION CONTRIBUTIONS	109.36
DD15627.20	22/09/2021	ASGARD SUPER	SUPERANNUATION CONTRIBUTIONS	406.79
DD15627.3	22/09/2021	LUCRF SUPER	SUPERANNUATION CONTRIBUTIONS	136.39
DD15627.4	22/09/2021	ANZ CHOICE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	77.54
DD15627.5	22/09/2021	BT PANORAMA SUPER	SUPERANNUATION CONTRIBUTIONS	289.29
DD15627.6	22/09/2021	ACTIVE SUPER	PAYROLL DEDUCTIONS	404.14
DD15627.7	22/09/2021	UNISUPER	PAYROLL DEDUCTIONS	364.39
DD15627.8	22/09/2021	ONEPATH - INTEGRA SUPER	SUPERANNUATION CONTRIBUTIONS	201.33
DD15627.9	22/09/2021	WAIKAWA DREAMING SUPERANNUATION FUND	PAYROLL DEDUCTIONS	714.48
B/S	01/09/2021	WESTPAC BANK	MERCHANT FEES	1,001.49
B/S	01/09/2021	WESTPAC BANK	MONTHLY BANK ACCOUNT FEES	419.50

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN SEPTEMBER TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
B/S	08/09/2021	WESTPAC BANK	TOTAL WAGES FOR 26.08.2021 - 08.09.2021	118,277.11
B/S	22/09/2021	WESTPAC BANK	TOTAL WAGES FOR 09.09.2021 - 22.09.2021	118,609.58
B/S	23/09/2021	WESTPAC BANK	TOTAL WAGES FOR 23.09.2021, ONE-OFF PAY	110.53
B/S	03/08/2021	WESTPAC CORPORATE CREDIT CARD CEO	DINNER FOR WARREN BLACKWOOD ALLIANCE OF COUNCILS MEETING 03/08/2021	370.00
B/S	03/08/2021	WESTPAC CORPORATE CREDIT CARD CEO	DINNER FOR WARREN BLACKWOOD ALLIANCE OF COUNCILS MEETING 03/08/2021	138.10
B/S	13/08/2021	WESTPAC CORPORATE CREDIT CARD CEO	FREIGHT FOR LAST 2 REPLACEMENT PIECES OF GYM EQUIPMENT FOR FITNESS TRAIL IN SOMME CREEK PARK	292.37
B/S	13/08/2021	WESTPAC CORPORATE CREDIT CARD CEO	BUDGET LUNCH FOR CEO & EMCOR	46.00
B/S	13/08/2021	WESTPAC CORPORATE CREDIT CARD CEO	BUDGET LUNCH FOR CEO & EMCOR	9.10
B/S	24/08/2021	WESTPAC CORPORATE CREDIT CARD CEO	CEO MEETING WITH INDUSTRIAL RELATIONS ADVISOR IN PERTH	42.50
B/S	25/08/2021	WESTPAC CORPORATE CREDIT CARD CEO	ADVERT FOR DEVELOPMENT SERVICE ADMIN OFFICER POSITION	302.50
B/S	31/08/2021	WESTPAC CORPORATE CREDIT CARD CEO	REFRESHMENTS FOR COMMUNITY SUNDOWNER EVENT ON 31/08/2021	258.95
B/S	02/09/2021	WESTPAC CORPORATE CREDIT CARD CEO	BREAKFAST MEETING WITH EDM I IN DENMARK (EDMI ON LEAVE)	51.00
B/S	02/09/2021	WESTPAC CORPORATE CREDIT CARD CEO	MONTHLY CARD FEE	10.00
B/S	01/09/2021	WESTPAC CORPORATE CREDIT CARD EMCOR	3 X 16MM CAM LOCKS KEYED TO EXISTING FIRE SYSTEM & 1 X KEY FOR FIRE PANEL AT BLC	113.58
B/S	02/09/2021	WESTPAC CORPORATE CREDIT CARD EMCOR	MONTHLY CARD FEE	10.00
BPAY				
8092021	08/09/2021	TELSTRA	TELEPHONE & INTERNET CHARGES	1,148.80
30092021	30/09/2021	TELSTRA	TELEPHONE & INTERNET CHARGES	25.95
170920211	17/09/2021	PHARMACY 777 BRIDGETOWN	MINOR ITEMS	15.98
170920212	17/09/2021	PIVOTEL SATELLITE PTY LTD	2021/22 MONTHLY TRACKING OF SPOT TRACKERS FOR SEPTEMBER	155.00
170920213	17/09/2021	TELSTRA	TELEPHONE & INTERNET CHARGES	2,825.63
ELECTRONIC PAYMENTS				
EFT33203	02/09/2021	2R ELECTRICAL	VARIOUS ELECTRICAL WORKS FOR HESTER BROOK BFB, LEISURE CENTRE & GREENBUSHES SKATE PARK	2,795.00
EFT33204	02/09/2021	STEELE ALEXANDER	REIMBURSEMENT FOR FUEL PURCHASED DUE TO CALTEX 24HR STATION BEING OUT OF ORDER	95.23
EFT33205	02/09/2021	ARROW BRONZE	CEMETERY PLAQUES	513.16
EFT33206	02/09/2021	BERNARDINA M ATKIN	GREENBUSHES HALL HIRE BOND REFUND	200.00
EFT33207	02/09/2021	AUST COMMUNICATIONS & MEDIA AUTHORITY	ANNUAL LICENCE FEE FOR 254356/1 - LAND MOBILE/AMBULATORY SYSTEM	1,097.00
EFT33208	02/09/2021	AWARD CONTRACTING	UNDERGROUND SERVICES LOCATION AND MAPPING AT BRIDGETOWN LAWN TENNIS CLUB	2,750.00
EFT33209	02/09/2021	JULIAN NICHOLAS BINGHAM	REFUND PORTION OF DOG REGISTRATION DUE TO STERILISATION	37.50
EFT33210	02/09/2021	BKS REFRIGERATION & AIRCONDITIONING	EXTENSION OF DUCTED A/C TO INCLUDE KITCHEN AT BRIDGETOWN CO-LOCATION BUILDING	462.55
EFT33211	02/09/2021	BLACKWOODS	50 X 700MM REFLECTIVE ORANGE TRAFFIC CONES & VARIOUS PPE FOR EMPLOYEES	1,730.87
EFT33212	02/09/2021	BLACKWOOD PROPERTY MAINTENANCE	INSTALL CLEANING UTENSIL STORAGE TRACKS TO 3 X PUBLIC CONVENIENCE CLEANERS CUPBOARDS	45.00
EFT33213	02/09/2021	BLACKWOOD PLUMBING AND GAS	EXPOSE EXISTING LEACH DRAIN AND STORM WATER SERVICES AT BRIDGETOWN RAILWAY STATION	880.00
EFT33214	02/09/2021	BLISS FOR DESIGN	REPAIRS TO CHAINSAW & 2 X CHAINS FOR POLE SAW	319.04
EFT33215	02/09/2021	BLUES AT BRIDGETOWN	REFUND OF HALL HIRE BOND FOR CANCELLED BOOKING	200.00
EFT33216	02/09/2021	BLUE FORCE PTY LTD	50 X RFID KEY FOBs FOR THE 24 HOUR GYM	731.50
EFT33217	02/09/2021	BRIDGETOWN MUFFLER & TOWBAR CENTRE	REPLACEMENT BATTERY FOR SES TROOPY & MINOR PART	288.00
EFT33218	02/09/2021	BRIDGETOWN LAWN TENNIS CLUB	2020/21 ANNUAL CONTRIBUTION FOR WATER SUPPLY	500.00
EFT33219	02/09/2021	BRIDGETOWN MITRE 10 & RETRAVISION	VARIOUS MINOR ITEMS FOR MONTH OF AUGUST	578.81
EFT33220	02/09/2021	BRIDGETOWN NEWSAGENCY	MONTHLY NEWSPAPER CHARGES, 10 X BOXES A4 PAPER, PAPER FOR RATES FLYERS & 5 X IPHONE CHARGERS	604.00
EFT33221	02/09/2021	BRIDGETOWN TYRES	4 X TYRES & WHEEL ALIGNMENTS FOR 2 X MITSUBISHI TRITONS & 2 X TYRES FOR GARBAGE TRUCK	1,646.00
EFT33222	02/09/2021	BUNBURY CEMETERY BOARD	10 X CONCRETE PLINTHS FOR CEMETERY PLAQUES	220.00
EFT33223	02/09/2021	CANNINGS PURPLE	2021/22 GOVERNMENT RELATIONS ADVISORY SERVICE - AUGUST	5,280.00
EFT33224	02/09/2021	MATISSE CHARLES	PAYMENT FOR UMPIRING OF 5 X VOLLEYBALL GAMES DURING PERIOD 28/07/2021 - 25/08/2021	100.00
EFT33225	02/09/2021	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	232.47
EFT33226	02/09/2021	ELIZABETH DENNISS	REIMBURSEMENT FOR TRAINING EXPENSES & SHIRES CONTRIBUTION TOWARDS LG PRO MEMBERSHIP	292.20
EFT33227	02/09/2021	ESPLANADE HOTEL FREMANTLE	ACCOMMODATION FOR 2 X STAFF TO ATTEND LIWA CONFERENCE ON 15 & 16 AUGUST 2021	963.00

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN SEPTEMBER TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
EFT33228	02/09/2021	LGRCEU	PAYROLL DEDUCTIONS	153.75
EFT33229	02/09/2021	FISHERS TYRE CENTRE	6 X HIFLY ALL POSITION TYRES FOR ISUZU MAINTENANCE TRUCK	1,980.00
EFT33230	02/09/2021	HAMPTON PARTNERS	AUDIT FOR THE ACQUITTAL OF THE SWDC GRANT FOR THE WARREN BLACKWOOD STOCK ROUTE	770.00
EFT33231	02/09/2021	HARMONIC ENTERPRISES PTY LTD	MONTHLY MANAGED IT SERVICES - AUGUST	2,222.00
EFT33232	02/09/2021	H C JONES & CO	ATTEND TO BLOCKAGE AT MEMORIAL PARK TOILETS & FIT 2 X NEW TOILET SEATS	222.50
EFT33233	02/09/2021	HILLVIEW ELECTRICAL SERVICE	RCD TESTING OF 7 X GREENBUSHES BUILDINGS & REPLACE DAMAGED LIGHT FITTING ON CIVIC CENTRE	1,518.00
EFT33234	02/09/2021	STEVEN & PATRICIA HUNTER	SHIRES CONTRIBUTION TO CROSSOVER	318.75
EFT33235	02/09/2021	INTERPHONE	MONTHLY INTERNET CHARGE FOR ADMIN OFFICE - AUGUST	130.90
EFT33236	02/09/2021	JOHNSON'S FOOD SERVICES	FROZEN FOODS AND SNACKS FOR THE BLC CAFÉ	209.26
EFT33237	02/09/2021	KEARNAN COLLEGE P & F	REFUND OF BLC BOND FOR HIRE OF COURT 1 FOR WINTER CRAFT FAIR	200.00
EFT33238	02/09/2021	ISABELLE KOSTERA	PAYMENT FOR UMPIRING OF 5 X VOLLEYBALL GAMES DURING THE PERIOD 28/07/2021 - 25/08/2021	100.00
EFT33239	02/09/2021	LANDGATE	LAND VALUATION ENQUIRY CHARGES	41.30
EFT33240	02/09/2021	LG SOLUTIONS PTY LIMITED	2021-22 ANNUAL LICENCE FEE FOR "CLOUD" FEES & CHARGES" & CLOUD SECURITY LEVY	5,896.00
EFT33241	02/09/2021	LIFESPORTS BRIDGETOWN	2 X REPLACEMENT TABLE TENNIS NETS	90.00
EFT33242	02/09/2021	MANJIMUP TOYOTA & MITSUBISHI	60,000KM SERVICE FOR MITSUBISHI OUTLANDER	444.32
EFT33243	02/09/2021	MARGARET RIVER STRUCTURAL ENGINEERING	CERTIFY PLANS FOR GREENBUSHES RAILWAY STATION RELOCATION AND RENEWAL PROJECT	660.00
EFT33244	02/09/2021	MAZZA PARTON FAMILY TRUST	PURCHASE OF 7 X FAUNA BOOKS & 4 X THE ALBANIAN BOOKS FOR VC STOCK	255.00
EFT33245	02/09/2021	METAL ARTWORK CREATIONS	STAFF NAME BADGE	25.85
EFT33246	02/09/2021	KIRRALEE MOULE	PAYMENT FOR UMPIRING OF 4 X VOLLEYBALL GAMES DURING PERIOD 28/07/2021 - 25/08/2021	80.00
EFT33247	02/09/2021	NJ MECHANICAL	100,000KM VEHICLE SERVICE FOR TOYOTA LANDCRUISER	373.81
EFT33248	02/09/2021	OFFICEWORKS LTD	SAMSUNG GALAXY PHONE & ACCESSORIES FOR BRMC, 3 X D-LINK DESKTOP SWITCHES & 15 X USBs	1,178.90
EFT33249	02/09/2021	PREMIER TARPS	1 X RAZOR CHARGER FOR TIPTRUCK	254.10
EFT33250	02/09/2021	QUALITY SHOP	PRINTING OF FLYERS, FIREBREAK ORDERS, RATES NOTICES & ENVELOPES FOR 2021/22 RATES MAIL OUT	3,114.39
EFT33251	02/09/2021	THE ROYAL LIFE SAVING SOCIETY WA INC	3 X POOL LIFE GUARD REQUALIFICATION'S	477.00
EFT33252	02/09/2021	RS COMPONENTS PTY LTD	20 X PLASTIC FLEXIBLE TOOL HOLDERS FOR BUILDING MAINTENANCE DEPARTMENT	401.39
EFT33253	02/09/2021	SETON AUSTRALIA PTY LTD	300M ROLL OF DANGER ASBESTOS HAZARD TAPE	84.07
EFT33254	02/09/2021	SOUTHERN LOCK & SECURITY	VARIOUS LOCKSMITH SERVICES FOR SHIRE BUILDINGS & FACILITIES	289.43
EFT33255	02/09/2021	SW HART & CO	DISPOSABLE PAPER AIR CONDITIONER FILTERS FOR LIBRARY	253.00
EFT33256	02/09/2021	SYNERGY	ELECTRICITY CHARGES	3,127.33
EFT33257	02/09/2021	TALIS CONSULTANTS PTY LTD	CONDITION ASSESSMENTS FOR SIGNS & CULVERTS	4,462.44
EFT33258	02/09/2021	TENNANT	MINOR PARTS	145.97
EFT33259	02/09/2021	THE STABLES IGA	CATERING FOR ELECTION CANDIDATE INFORMATION SESSION	60.23
EFT33260	02/09/2021	CODIE TOLE	PAYMENT FOR UMPIRING OF 1 X VOLLEYBALL GAMES DURING PERIOD 28/07/2021 - 25/08/2021	20.00
EFT33261	02/09/2021	WARREN ELECTRICAL SERVICE	REPAIR OF DISHWASHER IN COMMITTEE ROOM	123.75
EFT33262	02/09/2021	WA LOCAL GOVERNMENT ASSOCIATION	2021-2022 SUBSCRIPTION TO THE SW COUNTRY ZONE	660.00
EFT33263	02/09/2021	WINC AUSTRALIA PTY LTD	VARIOUS OFFICE STATIONERY & CLEANING SUPPLIES	417.54
EFT33264	08/09/2021	EASIFLEET MANAGEMENT	EMPLOYEE SALARY PACKAGING	548.15
EFT33265	08/09/2021	SALARY PACKAGING AUSTRALIA PTY LTD	EMPLOYEE SALARY PACKAGING	620.85
EFT33266	16/09/2021	2R ELECTRICAL	ELECTRICAL WORKS AT GREENBUSHES SKATE PARK & YORNUP SCHOOL	470.00
EFT33267	16/09/2021	ABCO PRODUCTS PTY LTD	VARIOUS CLEANING SUPPLIES	137.08
EFT33268	16/09/2021	ADVANCED CLEANING SOUTHWEST	MONTHLY COURT CLEANING FOR BRIDGETOWN LEISURE CENTRE - AUGUST	780.49
EFT33269	16/09/2021	AUSTRALIA POST	SHIRE POSTAGE CHARGES FOR MONTH OF AUGUST, INCLUDES RATES MAIL OUT	3,034.97
EFT33270	16/09/2021	AUSQ TRAINING	DEPOSIT FOR GROUP BASIC WORKSITE TRAFFIC MANAGEMENT & TRAFFIC CONTROLLER REACCREDITATION	1,500.00
EFT33271	16/09/2021	B & B STREET SWEEPING PTY LTD	AUGUST 2021 STREET SWEEPING	1,716.00
EFT33272	16/09/2021	BELIA ENGINEERING	TRANSPORT 95 X MATTRESSES & 5 X CRATES OF E-WASTE FROM BRIDGETOWN WASTE FACILITY	1,430.00
EFT33273	16/09/2021	BLACKWOOD RURAL SERVICES	MINOR PARTS	80.60
EFT33274	16/09/2021	BLACKWOODS	8 X LED COLOUR SELECT 14.5W BUNKER LIGHTS FOR SHIRE ADMIN BUILDING & BOX OF LENS CLEANER WIPES	519.31

SHIRE OF BRIDGETOWN-GREENBUSHES

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Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
EFT33275	16/09/2021	BLACKWOOD PROPERTY MAINTENANCE	WEED SPRAYING ALONG THE RIVER WALKWAY & VARIOUS MINOR MAINTENANCE JOBS TO SHIRE FACILITIES	1,800.45
EFT33276	16/09/2021	B/V PROPERTY MAINTENANCE & CONSTRUCT	FINAL PAYMENT FOR MATERIALS AND INSTALLATION OF TOILET BLOCK AT HESTER FIRE STATION	1,290.00
EFT33277	16/09/2021	BLACKWOOD PLUMBING AND GAS	UNBLOCK SINK AT HESTER FIRE STATION	110.00
EFT33278	16/09/2021	BLACKWOOD VALLEY PROPERTY	REPAIR AND REPLACE JARRAH STAIR TREADS AT SHIRE UNIT	440.00
EFT33279	16/09/2021	BLISS FOR DESIGN	REPAIRS TO BUSHRANGER BLOWER	146.96
EFT33280	16/09/2021	BLUE FORCE PTY LTD	SET UP SYSTEM CONTROL TO ENABLE GYM ACCESS VIA NEW AUTOMATIC DOOR AT BLC	2,845.70
EFT33281	16/09/2021	BOC LIMITED	ANNUAL CONTAINER CHARGE FOR VARIOUS GAS CYLINDERS	1,187.11
EFT33282	16/09/2021	BOOEASY AUSTRALIA PTY LTD	2021-22 MONTHLY BOOEASY COMMISSIONS FOR AUGUST	220.00
EFT33283	16/09/2021	KENNETH CHARLES BOWER	RATES REFUND	534.00
EFT33284	16/09/2021	BRIDGETOWN MEDICAL CENTRE	PRE-PLACEMENT MEDICAL	135.00
EFT33285	16/09/2021	BRIDGETOWN TIMBER SALES	MINOR PARTS & EQUIPMENT	209.18
EFT33286	16/09/2021	BRIDGETOWN RESIDENTIAL CONTRACTORS	PROVIDE PRE-TENDER COST ESTIMATE FOR BTN RAILWAY STATION RENEWAL PROJECT	1,408.00
EFT33287	16/09/2021	BRIDGETOWN MITRE 10 & RETRAVISION	VARIOUS MINOR ITEMS FOR MONTH OF AUGUST	366.39
EFT33288	16/09/2021	BRIDGETOWN PAINT SALES	1 X CAN OF BEIGE SPRAY PAINT TO COVER GRAFFITI AT RAILWAY STATION	17.05
EFT33289	16/09/2021	BUNBURY SUBARU	75,000KM SERVICE FOR SUBARU LIBERTY	464.26
EFT33290	16/09/2021	MATISSE CHARLES	PAYMENT FOR UMPIRING OF 3 X VOLLEYBALL GAMES DURING THE PERIOD 01/09/2021 - 15/09/2021	60.00
EFT33291	16/09/2021	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	232.47
EFT33292	16/09/2021	CITY OF BUSSELTON	SOUTH WEST LIBRARY CONSORTIA CONTRIBUTION 2021-2022	1,685.20
EFT33293	16/09/2021	CLEANAWAY PTY LTD	MONTHLY WASTE COLLECTION CHARGES FOR AUGUST	28,359.51
EFT33294	16/09/2021	CUSTOM SERVICE LEASING LTD	VEHICLE LEASING FOR MONTH OF SEPTEMBER	529.03
EFT33295	16/09/2021	DAVMECH	20L ULTRAMAX 68 VALVOLINE HYDRAULIC OIL FOR VOLVO ROAD GRADER	93.17
EFT33296	16/09/2021	KATIE LEIGH DAVIES	PAYMENT FOR UMPIRING OF 2 X VOLLEYBALL GAMES DURING PERIOD 28/07/2021 - 25/08/2021	40.00
EFT33297	16/09/2021	DOMESTIC MAINTENANCE SW	PREP & CONCRETE LAMP POST FOOTING CAGES FOR BLC/LIBRARY CARPARK LIGHTING PROJECT	2,175.00
EFT33298	16/09/2021	ECOCYCLE PTY LTD	REMOVAL OF 6 X PALLETS OF USED CAR BATTERIES FROM WASTE FACILITY	446.47
EFT33299	16/09/2021	ECOSYSTEM SOLUTIONS	FAUNA SIGNIFICANCE SURVEY OF BROCKMAN HIGHWAY	6,160.00
EFT33300	16/09/2021	FAIRTEL PTY LTD	TELEPHONE & NBN CHARGES FOR AUGUST	168.17
EFT33301	16/09/2021	DEPT OF FIRE & EMERGENCY SERVICES WA	2021/22 1ST QUARTER ESL CONTRIBUTION	91,083.00
EFT33302	16/09/2021	FISHERS TYRE CENTRE	2 X 12V N100CMF BATTERIES FOR TIPTRUCK	460.00
EFT33303	16/09/2021	FORPARK AUSTRALIA	REPLACEMENT OF FITNESS EQUIPMENT AT SOMME CREEK FITNESS TRAIL	10,692.00
EFT33304	16/09/2021	GEOGRAPHE UNDERGROUND SERVICES	UNDERGROUND SERVICE LOCATE FOR LEISURE CENTRE & LIBRARY CAR PARK LIGHTING PROJECT	1,089.00
EFT33305	16/09/2021	GO1 PTY LTD	ANNUAL SUBSCRIPTION TO ONLINE LEARNING MANAGEMENT SYSTEM FOR STAFF TRAINING	9,130.00
EFT33306	16/09/2021	PAM HAMENCE	RATES REFUND	761.88
EFT33307	16/09/2021	HAWKERS WA PTY LTD	VARIOUS MINOR ELECTRICAL WORKS FOR 6 X SHIRE FACILITIES	792.00
EFT33308	16/09/2021	H C JONES & CO	6 X CAROMA TOILET SEATS FOR PUBLIC TOILETS	198.00
EFT33309	16/09/2021	HERSEYS SAFETY	PARTS & EQUIPMENT FOR FLEET SERVICING	547.91
EFT33310	16/09/2021	HILLVIEW ELECTRICAL SERVICE	REPLACE EXTERNAL LIGHTS FOR CIVIC CENTRE, RCD TESTING OF 14 X SHIRE FACILITIES & OTHER MINOR	3,982.00
EFT33311	16/09/2021	HIMAC ATTACHMENTS	1 X 600M S4 TUNGSTEN AUGER FOR STEER LOADER	1,263.90
EFT33312	16/09/2021	MICHELLE HUMPHREYS	RATES REFUND	597.12
EFT33313	16/09/2021	IMPART MEDIA	ANNUAL HOSTING FEE FROM 30/06/2021 - 29/06/2022	1,320.00
EFT33314	16/09/2021	INTERPHONE	MONTHLY INTERNET CHARGE FOR ADMIN OFFICE - SEPTEMBER	130.90
EFT33315	16/09/2021	JANDCO ELECTRICS (WA) PTY LTD	REPAIRS TO DROP SAW, CIGWELD WELDER & WIA WELDARC WELDER	322.36
EFT33316	16/09/2021	JOHNSON'S FOOD SERVICES	VARIOUS SNACKS AND FROZEN FOODS FOR THE BLC CAFÉ	471.71
EFT33317	16/09/2021	ISABELLE KOSTERA	PAYMENT FOR UMPIRING OF 3 X VOLLEYBALL GAMES DURING THE PERIOD 01/09/2021 - 15/09/2021	60.00
EFT33318	16/09/2021	MERRYLEE LEGROS	REFUND OF HALL HIRE BOND	200.00
EFT33319	16/09/2021	LOCAL GOVERNMENT INSURANCE SERVICES	2020-21 MOTOR VEHICLE INSURANCE CONTRIBUTION ADJUSTMENT	4,080.12
EFT33320	16/09/2021	BRIAN PATRICK LYNCH	RATES REFUND	794.00
EFT33321		CANCELLED		0.00

SHIRE OF BRIDGETOWN-GREENBUSHES

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EFT33322	16/09/2021	MARKETFORCE	MONTHLY SHIRE ADVERTISEMENTS	297.81
EFT33323	16/09/2021	NICHOLAS JOHN MAXFIELD	SUPPLY DIGGER AND OPERATOR TO DIG HOLES FOR NEW LIGHT POLES AT BLC AND LIBRARY	300.00
EFT33324	16/09/2021	J.L & G.F MAY	GRAVE DIGGING FOR FUNERAL	715.00
EFT33325	16/09/2021	MCLEODS BARRISTERS & SOLICITORS	LEGAL COSTS FOR DOG PROSECUTION MATTER	5,996.53
EFT33326	16/09/2021	KIRRALEE MOULE	PAYMENT FOR UMPIRING OF 3 X VOLLEYBALL GAMES DURING THE PERIOD 01/09/2021 - 15/09/2021	60.00
EFT33327	16/09/2021	MOORE AUSTRALIA	REGISTRATION TO 3 X ONLINE PAYROLL & FINANCE RELATED WEBINARS	880.00
EFT33328	16/09/2021	JAMES MOYES	PAYMENT FOR UMPIRING OF 7 X VOLLEYBALL GAMES DURING PERIOD 10/03/2021 - 02/06/2021	160.00
EFT33329	16/09/2021	MUIRS MANJIMUP	90,000KM SERVICE FOR FORD EVEREST	685.16
EFT33330	16/09/2021	ONEMUSIC AUSTRALIA	ANNUAL APRA MUSIC LICENCE FEES FOR 01/07/2021 - 30/06/2022	537.01
EFT33331	16/09/2021	REPCO	VARIOUS PARTS & EQUIPMENT	373.53
EFT33332	16/09/2021	RICHFEEDS AND RURAL SUPPLIERS	CHEMICALS FOR P&G'S SPRAYING, 36 X 25L BAGS BLENDED MANURE, PRESSURE REGULATOR & MINOR ITEMS	993.45
EFT33333	16/09/2021	THE ROYAL LIFE SAVING SOCIETY WA INC	WATCH AROUND WATER ANNUAL REGISTRATION & 2000 X WRISTBANDS	319.00
EFT33334	16/09/2021	SANDS FRIDGE LINES	FREIGHT CHARGES	46.65
EFT33335	16/09/2021	SCAVENGER SUPPLIES PTY LTD	SUPPLY & INSTALL MASTER ALARM FACILITY BOARD INCLUDING ZONE BOARD AT BLC & MONTHLY SERVICE	4,917.00
EFT33336	16/09/2021	SCOPE BUSINESS IMAGING	MONTHLY PHOTOCOPYING AND PRINTING CHARGES - AUGUST	783.49
EFT33337	16/09/2021	SOUTHERN LOCK & SECURITY	VARIOUS LOCKSMITH SERVICES FOR SHIRE BUILDINGS & FACILITIES	2,709.63
EFT33338	16/09/2021	SOUWEST GLASS SERVICE	SUPPLY & INSTALL NEW ROLLERS TO SLIDING GLASS PANE AT REC CENTRE RECEPTION	176.00
EFT33339	16/09/2021	SPRINT EXPRESS	FREIGHT CHARGES	12.10
EFT33340	16/09/2021	STATEWIDE CLEANING SUPPLIES PTY LTD	4 ROLLS OF 1200 X MAXX PACK GYM WIPES	196.90
EFT33341	16/09/2021	SYNERGY	ELECTRICITY CHARGES	18,781.72
EFT33342	16/09/2021	TENNANT	MINOR PARTS	51.99
EFT33343	16/09/2021	THE STABLES IGA	VARIOUS SHIRE GROCERY SUPPLIES	210.26
EFT33344	16/09/2021	THE PRINT SHOP BUNBURY	PRINTING 3000 X A4 CORPORATE BUSINESS PLAN BOOKLETS & 500 X PVC LIBRARY CARDS	6,350.30
EFT33345	16/09/2021	CODIE TOLE	PAYMENT FOR UMPIRING OF 1 X VOLLEYBALL GAMES DURING THE PERIOD 01/09/2021 - 15/09/2021	20.00
EFT33346	16/09/2021	YUKO TONAI-MOORE	REFUND OF COMMUNITY BUS BOND LESS MILEAGE CHARGES	189.70
EFT33347	16/09/2021	TRUE TRACK TRUCK ALIGNING	WHEEL ALIGNMENT SERVICE FOR ISUZU MAINTENANCE TRUCK	438.00
EFT33348	16/09/2021	TUCK'S GARDEN SERVICES	VERGE SPRAYING FOR SEASONAL WEED CONTROL	4,620.00
EFT33349	16/09/2021	ALEXA TUNMER	REIMBURSEMENT OF PRE-PLACEMENT MEDICAL	220.00
EFT33350	16/09/2021	FRANCISCUS JOHANNES VAN KAMPEN	RATES REFUND	667.73
EFT33351	16/09/2021	WINC AUSTRALIA PTY LTD	VARIOUS OFFICE STATIONERY & CLEANING SUPPLIES	148.83
EFT33359	21/09/2021	AUSTRALIAN TAXATION OFFICE	BAS FOR AUGUST 2021	63,009.00
EFT33360	22/09/2021	BCITF	CTF LEVIES COLLECTED FOR MONTH OF AUGUST	1,369.13
EFT33361	22/09/2021	DEPT OF MINES, INDUSTRY REGS & SAFETY	BSL'S COLLECTED FOR MONTH OF AUGUST	2,220.24
EFT33362	22/09/2021	EASIFLEET MANAGEMENT	EMPLOYEE SALARY PACKAGING	548.15
EFT33363	22/09/2021	RICHFEEDS AND RURAL SUPPLIERS	3 X PAIRS WORK BOOTS FOR EMPLOYEE PPE, CHEMICALS FOR P&G'S SPRAYING & NOZZLE KIT	625.00
EFT33364	22/09/2021	SALARY PACKAGING AUSTRALIA PTY LTD	EMPLOYEE SALARY PACKAGING	620.85
EFT33365	30/09/2021	AUST COMMUNICATIONS & MEDIA AUTHORITY	ANNUAL LICENCE RENEWALS	159.00
EFT33366	30/09/2021	AUSTRALIAN GEOGRAPHIC HOLDINGS	2021/22 ANNUAL SUBSCRIPTION TO AUSTRALIAN GEOGRAPHIC MAGAZINE	62.99
EFT33367	30/09/2021	B & J CATALANO PTY LTD	CRUSHED LIMESTONE FOR UNSEALED ROAD MAINTENANCE	1,663.22
EFT33368	30/09/2021	BLACKWOOD RURAL SERVICES	2 X HUSQVARNA 450E II CHAINSAWS & 2 X HUSQVARNA 120 MARK II CHAINSAWS	3,007.99
EFT33369	30/09/2021	BLACKWOOD HEAVY TILT	TOW IMPOUNDED UTE TO DEPOT	165.00
EFT33370	30/09/2021	BLACKWOOD PLUMBING AND GAS	REPAIR LEAK ON METER TO GREENBUSHES SPORTSGROUND	220.00
EFT33371	30/09/2021	BLISS FOR DESIGN	VARIOUS RETICULATION PARTS & PIPING FOR RAILWAY CARPARK LANDSCAPING & MINOR ITEMS	463.02
EFT33372	30/09/2021	BLUE FORCE PTY LTD	50 X RFID KEY FOBS FOR THE BLC 24 HOUR GYM	731.50
EFT33373	30/09/2021	JOHN CARTER BOOKLESS	MONTHLY COUNCILLOR ALLOWANCE	891.50
EFT33374	30/09/2021	JEANETTE BOSKOV	RATES REFUND	963.60
EFT33375	30/09/2021	JULIA ANN BOYLE	MONTHLY COUNCILLOR ALLOWANCE	891.50

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN SEPTEMBER TO BE RECEIVED

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EFT33376	30/09/2021	BRIDGETOWN CRC	SES POWER CONSUMPTION FOR 06/07/2021 - 30/08/2021	338.31
EFT33377	30/09/2021	BRIDGETOWN BOARDING KENNELS &	MONTHLY ANIMAL IMPOUND CHARGES FOR AUGUST	308.00
EFT33378	30/09/2021	BRIDGETOWN MITRE 10 & RETRAVISION	32 X PLANTS FOR BRIDGETOWN CEMETERY, 3 X 100M ROLLS ORANGE BARRIER MESH TAPE & MINOR ITEMS	567.09
EFT33379	30/09/2021	BRIDGETOWN PAINT SALES	MINOR ITEMS	50.75
EFT33380	30/09/2021	BUNBURY TOYOTA	15,000KM SERVICE FOR RAV4 HYBRID	247.05
EFT33381	30/09/2021	BUNBURY TRUCKS SALES & SERVICE CENTRE	FUSO FILTER KIT	70.62
EFT33382	30/09/2021	BUSSELTON BAPTIST CAMPING CENTRE	DEPOSIT FOR ADVENTURE THERAPY CAMP	400.00
EFT33383	30/09/2021	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	232.47
EFT33384	30/09/2021	CROWN HOTELS	ACCOMMODATION, MEALS & ALL CHARGES FOR ATTENDANCE TO LOCAL GOVERNMENT WEEK	1,635.00
EFT33385	30/09/2021	DAVMECH	2 X 20L VALVOLINE HYDRAULIC OIL ULTRAMAX 68 FOR VOLVO ROAD GRADER	186.34
EFT33386	30/09/2021	DOMESTIC MAINTENANCE SW	PREP ADMIN BUILDING FOR EXTERNAL PAINTING, PAINTING OF TABLES & BENCHES & REMOVE OLD LIGHT POST	1,510.40
EFT33387	30/09/2021	DORMAKABA AUSTRALIA PTY LTD	AUTOMATIC DOOR SERVICING - 1/3RD	473.00
EFT33388	30/09/2021	DR & ML CONTRACTORS	4 X TRUCK LOADS OF FILL SAND DELIVERED TO SHIRE DEPOT	792.00
EFT33389	30/09/2021	ELGAS PTY LTD	ANNUAL GAS BOTTLE SERVICE CHARGES	378.40
EFT33390	30/09/2021	LGRCEU	PAYROLL DEDUCTIONS	164.00
EFT33391		CANCELLED		0.00
EFT33392	30/09/2021	HANSON CONSTRUCTION MATERIALS PTY LTD	5MM SINGLE SIZE BASALT DELIVERED TO SHIRE DEPOT	775.06
EFT33393	30/09/2021	HARMONIC ENTERPRISES PTY LTD	LENOVO 15.6" TOUCH LAPTOP FOR MITIGATION COORDINATOR & MONTHLY MANAGED IT SERVICES -	5,234.90
EFT33394	30/09/2021	HILLVIEW ELECTRICAL SERVICE	ELECTRICAL SAFETY CHECKS FOR BLC / LIBRARY CAR PARKS & MINOR ELECTRICAL WORKS	385.00
EFT33395	30/09/2021	IXOM OPERATIONS PTY LTD	2021/22 MONTHLY RENTAL/SERVICE FEE FOR 920KG CHLORINE GAS CYLINDER - AUGUST	174.25
EFT33396	30/09/2021	ADAM JENKINS TREE SERVICES	FELL 3 X DANGEROUS TREES ON WHITTELS ROAD	1,320.00
EFT33397	30/09/2021	BARBARA JEAN JOHNSON	MONTHLY COUNCILLOR ALLOWANCE	1,070.92
EFT33398	30/09/2021	JOHNSON'S FOOD SERVICES	VARIOUS FROZEN FOODS AND SNACKS FOR THE BLC CAFÉ	220.52
EFT33399	30/09/2021	LIZ JONAS-OLIVER	REFUND OF ANIMAL TRAP BOND LESS HIRE CHARGES	33.65
EFT33400	30/09/2021	LANDGATE	LAND VALUATION ENQUIRY CHARGES	27.20
EFT33401	30/09/2021	LC ENERGY	ANNUAL FEE FOR SOLAR LOG WEB MONITORING PORTAL FOR 01/10/2021 - 30/09/2022	99.00
EFT33402	30/09/2021	LUSH FIRE AND PLANNING	LOCAL PLANNING STRATEGY - 1ST PART PAYMENT	2,574.00
EFT33403	30/09/2021	RAS MACHIN LICENSED SURVEYOR	SURVEY WORKS FOR BTN RAILWAY STATION	3,943.50
EFT33404	30/09/2021	MANJIMUP MOTORS PTY LTD	MINOR PARTS	71.98
EFT33405	30/09/2021	MASTEC AUSTRALIA PTY LTD	26 X 140LT RUBBISH BINS, 13 X 240LT RUBBISH BINS & 13 X 240LT RECYCLING BINS FOR DEPOT STOCK	3,146.00
EFT33406	30/09/2021	JOANN ROBERTA MOORE	MONTHLY COUNCILLOR ALLOWANCE	891.50
EFT33407	30/09/2021	JENNIFER MARY MOUNTFORD	MONTHLY COUNCILLOR ALLOWANCE	891.50
EFT33408	30/09/2021	JOHN DIGBY NICHOLAS	MONTHLY COUNCILLOR ALLOWANCE	1,752.58
EFT33409	30/09/2021	OFFICEWORKS LTD	2 X SAMSUNG GALAXY MOBILES PLUS ACCESSORIES FOR BRIDGETOWN BFB & EMERGENCY COORDINATOR	1,571.90
EFT33410	30/09/2021	ANTONINO PRATICO	MONTHLY COUNCILLOR ALLOWANCE	891.50
EFT33411	30/09/2021	PETER SIMON QUINBY	MONTHLY COUNCILLOR ALLOWANCE	891.50
EFT33412	30/09/2021	REPCO	MINOR PARTS	39.62
EFT33413	30/09/2021	E & MJ ROSHER PTY LTD	MINOR PARTS	224.40
EFT33414	30/09/2021	THE ROYAL LIFE SAVING SOCIETY WA INC	POOL OPERATIONS GROUP 1 COURSE	1,045.00
EFT33415	30/09/2021	RYNAT INDUSTRIES AUSTRALIA PTY LTD	2 X STAINLESS STEEL SURFACE MOUNTED SOAP DISPENSERS FOR SWIMMING POOL	363.00
EFT33416	30/09/2021	SHIRE OF BTOWN-GBUSHES - STAFF CLUB	STAFF SOCIAL CLUB DEDUCTIONS FOR JULY & AUGUST	472.00
EFT33417	30/09/2021	SOUTHERN LOCK & SECURITY	VARIOUS LOCKSMITH SERVICES FOR SHIRE BUILDINGS & FACILITIES	515.42
EFT33418	30/09/2021	SOUTH WEST ISUZU	REACTIV REPAIR AIR FILTER HOUSING CLEANER ASM FOR ISUZU CREW CAB TRUCK	194.49
EFT33419	30/09/2021	SOUTH WEST ACADEMY OF SPORT	2021/22 SWAS SPONSORSHIP	550.00
EFT33420	30/09/2021	SFBV TOURISM ASSOCIATION	CONTRIBUTION TOWARDS SOUTHERN FORESTS & BLACKWOOD VALLEY DIGITAL PRODUCTION FOR ROYAL	200.00
EFT33421	30/09/2021	SYNERGY	ELECTRICITY CHARGES	1,444.74
EFT33422	30/09/2021	THE STABLES IGA	SUPPLIES FOR COMMUNITY SUNDOWNER EVENT	483.51

SHIRE OF BRIDGETOWN-GREENBUSHES

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EFT33423	30/09/2021	THE DESIGN WARD INTERIOR DESIGN	INTERIOR DESIGN SERVICES	4,356.00
EFT33424	30/09/2021	THINKPROJECT AUSTRALIA PTY LTD	2021/22 RAMM ANNUAL SUPPORT AND MAINTENANCE FEE	8,023.31
EFT33425	30/09/2021	TPG NETWORK PTY LTD	MONTHLY INTERNET CHARGE FOR LIBRARY - SEPTEMBER	159.50
EFT33426	30/09/2021	TRAIL TOWNS PRODUCTIONS PTY LTD	SHIRE FOOTAGE FOR TRAIL TOWN SEASON 1 EPISODE	275.00
EFT33427	30/09/2021	WA RANGERS ASSOCIATION	REGISTRATION TO 2021 WA RANGERS CONFERENCE	595.00
EFT33428	30/09/2021	WARREN BLACKWOOD ALLIANCE OF	2021/22 CONTRIBUTION TO THE WARREN BLACKWOOD ALLIANCE OF COUNCILS PROJECT	14,989.05
EFT33429	30/09/2021	WESTRAC PTY LTD	2 X 500HR SERVICE KITS FOR CATERPILLAR ROAD ROLLERS	498.14
EFT33430	30/09/2021	WA LOCAL GOVERNMENT ASSOCIATION	PARTICIPATION IN THE 2021/22 SALARY AND WORKFORCE SURVEY	1,518.00
EFT33431	30/09/2021	ALAN JOSEPH WILSON	MONTHLY COUNCILLOR ALLOWANCE	891.50
EFT33432	30/09/2021	DEBBRA ANNE WILKINSON	RATES REFUND	642.11
EFT33433	30/09/2021	WINC AUSTRALIA PTY LTD	VARIOUS OFFICE STATIONERY & CLEANING SUPPLIES	313.91
EFT33434	30/09/2021	WREN OIL	COLLECTION AND DISPOSAL OF WASTE OIL FROM WASTE FACILITY & SHIRE DEPOT	33.00
EFT33435	30/09/2021	RON WULFF	REFUND PORTION OF DOG REGISTRATION DUE TO STERILISATION	30.00
DIRECT DEBITS - LICENSING				
27249	01/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 01/09/2021	4,700.50
27250	02/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 02/09/2021	4,783.30
27251	03/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 06/09/2021	5,418.80
27252	06/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 07/09/2021	1,996.85
27253	07/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 07/09/2021	2,251.65
27254	08/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 08/09/2021	5,468.80
27255	10/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 09/09/2021	1,980.25
27256	10/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 10/09/2021	6,931.80
27257	13/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 13/09/2021	10,681.05
27258	14/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 14/09/2021	4,754.10
27259	15/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 15/09/2021	6,520.00
27260	16/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 16/09/2021	6,382.75
27261	17/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 17/09/2021	4,923.70
27262	20/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 20/09/2021	4,337.45
27263	21/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 21/09/2021	5,699.40
27264	22/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 22/09/2021	5,217.35
27265	23/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 23/09/2021	4,378.15
27266	24/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 24/09/2021	7,679.50
27267	28/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 28/09/2021	15,239.65
27268	29/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 29/09/2021	1,449.55
27269	30/09/2021	DEPARTMENT OF TRANSPORT	LICENSING PAYMENTS FOR 30/09/2021	2,742.55
CHEQUES				
300132	02/09/2021	BUNNINGS BUILDING SUPPLIES	2 X FORMWORK PROPS, HEAVY DUTY WRECKING BAR & GREY CARGO CASE FOR SES	557.63
300133	02/09/2021	DEPARTMENT OF TRANSPORT	6 MONTHS VEHICLE REGISTRATION	50.70
300134	02/09/2021	WATER CORPORATION	WATER USAGE	306.13
300135	16/09/2021	JOHN RICHARD EVANS	RATES REFUND	651.50
300136	16/09/2021	DAVID MELLOR	RATES REFUND	651.50
300137	16/09/2021	CAROLYN IRENE SAUNDERS	RATES REFUND	620.66
300138	16/09/2021	SHIRE OF BRIDGETOWN-GREENBUSHES	2021/22 SHIRE RATES	5,118.30
300139	22/09/2021	SHIRE OF BRIDGETOWN-GREENBUSHES	STAFF DEBTOR DEDUCTIONS FOR JULY & AUGUST & COMMISSION FOR BSL & CTF LEVIES	2,699.50
300140	30/09/2021	CAROL BACCI	RATES REFUND	761.88
300141	30/09/2021	SHIRE OF BRIDGETOWN-GREENBUSHES	ANIMAL TRAP FEES RETAINED	16.35
				<u>859,758.64</u>

SHIRE OF BRIDGETOWN-GREENBUSHES

LIST OF ACCOUNTS PAID IN SEPTEMBER TO BE RECEIVED

Cheque/ Voucher No.	Date of Payment	Payee	Payment Description	Payment Amount \$
CHEQUES - VISITOR CENTRE TRUST				
200024	17/09/2021	SHIRE OF BRIDGETOWN-GREENBUSHES	SHIRES COMMISSIONS FOR AUGUST 2021	854.92
ELECTRONIC PAYMENTS - VISITOR CENTRE TRUST				
EFT33352	17/09/2021	JACQUIE BRISBOUT	REFUND OF OVERCHARGE ON IT9621002. SECURE PAY TIMED OUT & CHARGED CUSTOMER TWICE.	135.00
EFT33353	17/09/2021	ALAN COOMBS	ACCOMMODATION REFUND LESS CANCELLATION FEE FOR IT9480316	133.00
EFT33354	17/09/2021	MARK GRIFFIN	ACCOMMODATION REFUND LESS CANCELLATION FEE FOR IT9554735	94.25
EFT33355	17/09/2021	NANCY HOWARD	ACCOMMODATION REFUND LESS CANCELLATION FEE FOR IT9542975	568.00
EFT33356	17/09/2021	PUBLIC TRANSPORT AUTHORITY OF WA	BUS TICKETS SOLD FOR MONTH OF AUGUST	673.64
EFT33357	17/09/2021	SOUTH WEST COACH LINES	BUS TICKETS SOLD FOR MONTH OF AUGUST	160.17
EFT33358	17/09/2021	WA HOLIDAY GUIDE PTY LTD	COMMISSION ON ACCOMMODATION BOOKINGS FOR AUGUST 2021	35.48
V300204	14/09/2021	WESTPAC BANK	TOTAL ACCOMMODATION FOR THE MONTH OF AUGUST	4,806.49
				<u>7,460.95</u>

This schedule of accounts paid for the Municipal Fund totalling **\$859,758.64** and for the Trust Fund totalling **\$7,460.95** which was submitted to each member of the Council on 28th October 2021 has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and castings.

Total creditor accounts outstanding as at 30/09/2021 is \$352,598.39



CHIEF EXECUTIVE OFFICER

28 October 2021

18 October 2021

To Tim Clynn in regards to the Bridgetown Farmers' Market Fee waiver:

Background

The Bridgetown Farmers' Market (BFM) was established in 2021 by Kaitlyn Miller and Raquel Johnson. They endeavor to make nutrient dense food readily available by connecting local growers to the community and empower better choices for our dinner tables, health, and well-being of self, community and the environment.

With these objectives in mind, the weekly Bridgetown Farmers' Market is requesting that the Activities on Thoroughfares & Trading in Thoroughfares & Public Places Local stallholder fees be waived for their event. The event is to kick-off on 4 December for a soft launch and then a full-launch following the New Year.

They have already put in substantial effort to attract potential high-quality stallholders, conduct market research including discussions with the spokesperson of the Australian Farmers' Market Association, WA Farmers' Market Association, and surrounding markets, development of a Market Handbook, purchasing public liability insurance, obtaining web and email domains, marketing on social media, attending promotional events and configuring a farmers' market management cloud-based system.

Their Facebook post announcing the arrival of the event garnered 330+ likes by the community and countless comments of approval. In short, the community members cannot wait for this to be a reality!

Substantiation

Thus, the Bridgetown Farmers' Market request that the Bridgetown Farmers' Market additional trading on a thoroughfare laws be waived for the following reasons:

- The Farmers' Market align with the Strategic Community Plan for the following Outcomes (including but not limited to):
 - 2. Good Health and Community Wellbeing
 - 6. A sustainable and Low Waste Circular Economy due to reduced food miles
 - 10. A Strong Diverse and Resilient Economy by supporting local growers and food producers
 - 12. Bridgetown-Greenbushes to be regarded as a main tourism destination, although a touristic demographic is not our target market, there are sure to be flow on effects
- They cannot prevent anyone from entering the event as it is on public Shire land, for this reason, we do not have, nor do they wish to have "exclusive use"
- They have been established to provide nutritious ultimately spray-free produce to our community
- "Facilitate a farmers' market" is on the Shire Initiatives for 2021-22 list
- The river markets have their fee waived as do community nature groups see **Figure 1**
- The Town Square is an otherwise largely unused space, this event will activate a new space in town and add to Bridgetown's attractions

Stallholders/Traders (Thoroughfares & Public Places Local Law)

Community groups conducting street stalls will be exempt from fees at the discretion of the Chief Executive Officer.

Charitable or Community Nature Groups	Exempt	N	Council
Blackwood River Market Stallholders/Traders (Food stalls/traders require a food business registration – no notification or annual surveillance fee applicable provided only trading at Markets)	Exempt	N	Council

Figure 1 River Market Exemption

Lastly and most significantly, we currently have stallholder fees in place (competitively set for the region) to cover our required public liability insurance, capital costs and a market manager which ensures a high standard for the markets.

Anything above this rate could easily dissuade growers (which this area already has very low supply for those that do not truck their produce to Perth) from attending our markets. We anticipate stallholders will refuse to pay the high fee and we will not be able to open. If we have to lower our stallholder fees to counterbalance the payment of the Thoroughfare fees, we will not be able to cover costs and will not be able to open.

We truly believe the benefits of a Farmers' Market for the community, our economy and our health are endless! We thank you for considering our request.

The Field Good Co.

Kaitlyn Miller & Raquel Johnson



Community Services Internal Report

Outsource Swim School

1. BACKGROUND

- I met with Leanne Quinn and Sharon Bonser on 19 January 2021 to discuss opportunities for them to conduct a Swim School at the Bridgetown Aquatics Centre (outsourced).
- In the past pool seasons the Shire had been conducting the Swim Lessons, and often had to cancel classes due to a lack of staffing. In January 2021 we were unable to provide swim lessons as there were no staff available to run the classes.

2. SUMMARY

- Leanne Quinn would like to hire pool space the Bridgetown Aquatics Centre to run a Swim School that will cater for all levels and ages.
- There is no current fee/charge for lanes in the learn to swim pool. There is a fee of \$18.60 per lane for the main pool. Council would need to create a lane fee for the learn to swim pool. This is proposed at \$7.50 per lane per hour to facilitate outsourcing Swim School.
- Possible income for BLC, based on proposed bookings, would equate to about \$4,586.40. The Bridgetown Leisure Centres total takings for the Learn to Swim in 2020/21 was \$1478 and in 2019/20 was \$4421

Swim School Costings					
Session 1					
Weeks	Days per week	Lanes	Time	Rate per lane per hour	Total
6	4	2	2	\$ 18.60	\$ 1,785.60
6	2	2	1	\$ 7.50	\$ 180.00
Session 2					
Weeks	Days per week	Lanes	Time	Rate per lane per hour	Total
8	4	2	2	\$ 18.60	\$ 2,380.80
8	2	2	1	\$ 7.50	\$ 240.00
				Total Revenue	\$ 4,586.40

- This is based on the following service delivery program:

Session 1: 8th November 2021– 17th December 2021

- 6 week program
- 35 minutes per lesson
- Lessons Mon/Wed/Thu/Fri
- 3 Lessons per day (possibly 2)
- 3.30pm – 5.10pm
- 2 lanes in main pool
- 2 lanes in learn to swim pool

Session2: 7th February 2022 – 31st March 2022

- 8 week program
- 30 minutes per lesson
- Lessons Mon/Wed/Thu/Fri
- 3 Lessons per day (possibly 2)
- 2 lanes in main pool
- 2 lanes learn to swim pool

3. OUTCOMES/RECOMMENDATION

- ELT to consider an item to Council to create a new fee of \$7.50 per lane for the learn to swim pool and to outsource the Swim School. This would include development of a service delivery agreement with Leanne Quinn to deliver Swim School to include:
 - Roles and responsibilities (noting the event of the pool having to be shut down there is no claim against the Shire for lost revenue and no administrative requirements of BLC staff.
 - Fees and how payments are to be made
 - Insurance
 - Working with Children Checks & Relevant Qualifications for all Instructors
 - No sale of merchandise
 - Term of agreement (12 months with option of 3 years thereafter)