



ATTACHMENTS

Ordinary Council Meeting – 26 August 2020

- 7.1(1) Minutes Ordinary Council Meeting 22 July 2020
- 9.1.1(1) Location Plan – Lot 176 South Western Hwy, Donnybrook
- 9.1.1(2) Scheme Amendment 13 Report
- 9.1.1(3) Schedule of Submissions
- 9.1.1(4) Submissions for Amendment 13
- 9.1.1(5) Subdivision Plan
- 9.1.2(1) MRWA Correspondence
- 9.1.2(2) MRWA Land Dealings Plans
- 9.2.1(1) Schedule of Accounts Paid
- 9.2.2(1) Monthly Financial Report (Interim) – June 2020
- 9.2.3(1) 2020/21 Draft Annual Budget (Management)
- 9.2.3(2) 2020/21 Draft Fees and Charges
- 9.2.3(3) *2020/21 Draft Annual Budget (Statutory) – to be provided*
- 9.2.4(1) Concession Properties with Shire Boundary Dissect 2020-21
- 9.2.5(1) Community Grants Guidelines 2020-21
- 9.2.5(2) Original Application for Donnybrook Food and Wine Festival
- 9.2.5(3) Donnybrook Wineries and Producers Grant Variation Request
- 9.3.1(1) Revised Draft BGTP Memorandum of Understanding
- 9.3.3(1) Local Government Act Review – Panel Final Report
- 9.3.3(2) Item 5.5 Local Government Review Panel Final Report



MINUTES OF ORDINARY COUNCIL MEETING JULY 2020

Held on

Wednesday 22 July 2020

Commencing at 5.00pm

Shire of Donnybrook Balingup Council Chambers, Donnybrook

A handwritten signature in black ink, appearing to read 'BGR' followed by a flourish.

Ben Rose
Chief Executive Officer

23 July 2020

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SHIRE OF DONNYBROOK BALINGUP
MINUTES OF ORDINARY COUNCIL MEETING

Held at the Council Chambers
Wednesday, 22 July at 5.00pm

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Shire President – Acknowledgment of Country

The Shire President acknowledged the traditional custodians of the land, the Wardandi People of the Noongar Nation, paying respects to Elders, past and present and emerging.

The Shire President declared the meeting open at 5pm and welcomed the public gallery.

Shire President - Public Notification of Recording of Meetings

The Shire President advised that the meeting is being digitally recorded to assist with minute taking in accordance with Council Policy 1.25. The Shire President further stated the following:

If you do not give permission for your participation to be recorded, please indicate this at the meeting. Members are reminded that no other visual or audio recording of this meeting by any other means is allowed without the permission of the Chairperson.

2 ATTENDANCE

MEMBERS PRESENT

COUNCILLORS	STAFF
Cr Brian Piesse (President)	Ben Rose – Chief Executive Officer
Cr Jackie Massey (Deputy President)	Steve Potter – Executive Manager Operations
Cr Shane Atherton	Paul Breman – Executive Manager Corporate and Community
Cr Anita Lindemann	Jaimee Earl – Minute Taker
Cr Anne Mitchell	
Cr Chaz Newman	
Cr Shane Sercombe	
Cr Chris Smith	
Cr Leanne Wringe	

PUBLIC GALLERY

4 attendees

2.1 APOLOGIES

Nil.

2.2 APPROVED LEAVE OF ABSENCE

Nil.

2.3 APPLICATION FOR A LEAVE OF ABSENCE

Nil.

3 ANNOUNCEMENTS FROM PRESIDING MEMBER

Nil.

4 DECLARATION OF INTEREST

Nil.

5 PUBLIC QUESTION TIME

5.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Mr Tony Scaffidi

What is being done about the rabbit problem? I raised the Grist Road issue two years ago with the Leschenault Biodiversity Group and Council and nothing has been done. They are also a problem in other areas such as the river, there are burrows everywhere.

Shire Response:

The Shire has and continues to work proactively with the Leschenault Biosecurity Group (LBG) with regard to the Grist Road rabbit matter, and a range of other environmental matters affecting the Shire.

The most recent approach undertaken by the Shire and LBG for rabbit management in the Grist Road area has been the destruction of warrens through the filling of burrows with gravel. Plans are also being considered to conduct a verge burn along Grist Road in Spring/Autumn, followed by a possible treatment of a Calici or a fumigation release in consultation with the LBG, when the burrows are more clearly visible.

Typically, the majority of the river foreshores are not managed by the Shire, however form part of the LBG considerations across all land.

5.2 PUBLIC QUESTION TIME

Nil.

6 PRESENTATIONS

6.1 PETITIONS

Nil.

6.2 PRESENTATIONS

Sergeant Matt Fogarty, Officer in Charge Donnybrook Police Station provided a summary on 2019/20 statistics and future plans.

6.3 DEPUTATIONS

Nil.

ADOPTION BY EXCEPTION

COUNCIL RESOLUTION 97/20

Moved Cr Lindemann

Seconded Cr Atherton

That the following items be carried En Bloc:

- 7.1 Confirmation of Minutes – Ordinary Council Meeting 24 June 2020**
- 9.1.1 Authorised Persons – Control of Vehicles (Off Road Areas) Act 1978**
- 9.1.2 Preston River Loop Path Upgrade**
- 9.2.5 Annual Review of Asset Management Plans – 2020/21**
- 9.2.6 Tuia Lodge Quarterly Report – Quarter Four 2019/20**
- 9.3.1 WA Local Government Association (WALGA) Annual General Meetings**

CARRIED 9/0

7 CONFIRMATION OF MINUTES

7.1 ORDINARY MEETING OF COUNCIL – 24 JUNE 2020

Minutes of the Ordinary Meeting of Council held 24 June 2020 are attached (*attachment 7.1(1)*).

EXECUTIVE RECOMMENDATION

That the Minutes from the Ordinary Meeting of Council held 24 June 2020 be confirmed as a true and accurate record.

COUNCIL RESOLUTION 98/20

Moved Cr Lindemann

Seconded Cr Atherton

That the Minutes from the Ordinary Meeting of Council held 24 June 2020 be confirmed as a true and accurate record.

CARRIED 9/0 by En Bloc Resolution

8 REPORTS OF COMMITTEES

Nil.

9 REPORTS OF OFFICERS

9.1 EXECUTIVE MANAGER OPERATIONS

9.1.1 AUTHORISED PERSONS – CONTROL OF VEHICLES (OFF-ROAD AREAS) ACT 1978

Location	Shire of Donnybrook Balingup
Applicant	Not applicable
File Reference	RGR 10
Author	Damien Morgan, Manager Works and Services
Responsible Officer	Damien Morgan, Manager of Works and Services
Attachments	Nil
Voting Requirements	Simple Majority

Recommendation
<p>That Council:</p> <ol style="list-style-type: none"> 1. Pursuant to s38(3)(a) of the <i>Control of Vehicles (Off-road Areas) Act 1978</i>, appoints Paul Robins (Senior Ranger) and Shannon Barlow (Ranger) as Authorised Officers, for the purpose of enforcing the provisions of the Act. 2. Pursuant to s.38(4)(d) of the <i>Control of Vehicles (Off-road Areas) Act 1978</i> authorises the Chief Executive Officer to issue Certificates of Appointment to Paul Robins and Shannon Barlow as Authorised Officers. 3. Pursuant to s.37(5) of the <i>Control of Vehicles (Off-road Areas) Act 1978</i> appoints Steve Potter, Executive Manager Operations as an Authorised Officer, for the purpose of withdrawing an infringement notice in accordance with the provisions of the Act and associated Regulations.

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome:	4.2	Respected, professional, and trusted organisation
Strategy:	4.2.1	Effective and efficient operations and service provision
Action:	4.2.1.2	Seek a high level of legislative compliance and effective internal controls

EXECUTIVE SUMMARY

Council is requested to appoint Paul Robins (Senior Ranger) and Shannon Barlow (Ranger) as 'Authorised Officers' under the *Control of Vehicles (Off-road Areas) Act 1978*.

It is recommended that Council supports the proposal.

BACKGROUND

The *Control of Vehicles (Off-road Areas) Act 1978* requires each local government to appoint Authorised Officers to affect the provisions of the Act and Regulations within their district.

Authorisation is necessary to enable appointed Shire Officers to:

1. Attend to any off-road vehicle complaints either on public land or private property at the owner's request;
2. Seize and detain vehicles;
3. Receive modified penalty payments from infringement notices served;
4. Request the details of the alleged offender personal details; and
5. Withdraw infringement notices (Executive Manager Operations only).

Separation of Duties

Section 37(5) of the *Control of Vehicles (Off-road Areas) Act 1978* requires the appointment of an Authorised Officer who may withdraw infringement notices issued by officers under the Act. The appointee cannot be the officer who issued the infringement.

It is recommended that Council appoints the Executive Manager Operations (Steve Potter) as an Authorised Officer for the purpose of withdrawing an infringement notice in accordance with this provision of the Act.

Certificate and Identity Card Requirements

Pursuant to s.38(4)(d) of the Act, officers appointed as Authorised Officers shall be issued with a certificate of appointment in the prescribed form, evidencing the area of jurisdiction entrusted to him/her under this Act, which shall, on reasonable demand, be produced for inspection by any person.

FINANCIAL IMPLICATIONS

Nil.

POLICY COMPLIANCE

Nil.

STATUTORY COMPLIANCE

Council's appointment of Authorised Officers under the *Control of Vehicles (Off- road Areas) Act 1978* is to be consistent with the requirements of the applicable legislation.

CONSULTATION

Nil.

OFFICER COMMENT/CONCLUSION

The authorisation of officers is necessary for the routine and effective enforcement and compliance of the provisions and requirements of the *Control of Vehicles (Off-road Areas) Act 1978*.

COUNCIL RESOLUTION 99/20

Moved Cr Lindemann

Seconded Cr Atherton

That Council:

- 1. Pursuant to s38(3)(a) of the *Control of Vehicles (Off-road Areas) Act 1978*, appoints Paul Robins (Senior Ranger) and Shannon Barlow (Ranger) as Authorised Officers, for the purpose of enforcing the provisions of the Act.**
- 2. Pursuant to s.38(4)(d) of the *Control of Vehicles (Off-road Areas) Act 1978* authorises the Chief Executive Officer to issue Certificates of Appointment to Paul Robins and Shannon Barlow as Authorised Officers.**
- 3. Pursuant to s.37(5) of the *Control of Vehicles (Off-road Areas) Act 1978* appoints Steve Potter, Executive Manager Operations as an Authorised Officer, for the purpose of withdrawing an infringement notice in accordance with the provisions of the Act and associated Regulations.**

CARRIED 9/0 by En Bloc Resolution

9.1.2 PRESTON RIVER LOOP PATH UPGRADE

Location	Shire of Donnybrook Balingup
Applicant	Not applicable
File Reference	PWF 16C
Author	Damien Morgan, Manager Works and Services
Responsible Officer	Damien Morgan, Manager Works and Services
Attachments	9.1.2(1): Map of the Proposed Preston River Loop Path
Voting Requirements	Simple Majority

Recommendation
<p>That Council:</p> <ol style="list-style-type: none"> 1. Supports the upgrade of an existing trail to complete the Preston River Loop Path. 2. Instructs the Chief Executive Officer to submit an application for funding under the Department of Transport’s Western Australian Bicycle Network Grant Program over two financial years (2021-22 / 2022-23) for the design and construction of the Preston River Loop Path. 3. Subject to the application for funding being successful, allocates \$50,000 per annum in both the 2021-22 and 2022-23 draft budgets (as Shire co-contribution funding) for the detailed design and construction of the Preston River Loop Path.

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome:	2.1	An attractive and maintained built environment
Strategy:	2.1.1	Maintain, renew and improve infrastructure within allocated resources
Action:	2.1.1.2	Seek funding for development and renewal of infrastructure
Action:	2.1.1.4	Maintain attractive town sites within resource capacity

EXECUTIVE SUMMARY

The Shire of Donnybrook Balingup (Shire) may have an opportunity to apply for the Department of Transport, Western Australian Bicycle Network 2021-22/2022-23 Grant Funding Program, subject to an Expression of Interest (EOI) application being successful. The upgrade of a section of trail on the eastern bank of the Preston River has been identified as a high priority project based on the Shire of Donnybrook Balingup Pathways and Trails Expansion Strategy. This report presents a summary on how this project was identified and seeks Council’s endorsement to submit a full WABN Grant Application for 50% funding of the Detailed Design and construction of the path in two stages over two financial years, being 2021-22/2022-23.

BACKGROUND

The Shire has submitted an EOI for Department of Transport, Western Australian Bicycle Network (WABN) Grant funding for 2021-22 and 2022-23. The EOI submission requested grant funding over two financial years 2021-22 and 2022-23 to cover 50% of the cost of a detailed design and upgrade of an existing trail along the eastern bank of the Preston River, from the existing path at the Palmer Street Laneway to the gabion wall river crossing measuring approximately 700m in length. This dirt trail is proposed to be upgraded to a 2m wide concrete dual use path, which would also include the construction of an all-ability access ramp to replace the existing steep concrete staircase to the gabion wall river crossing. Once constructed, this would complete the Preston River Loop Path.

At the time of writing this report, the Shire's EOI is pending, however further information may be available prior to the July 2020 Ordinary Council Meeting. If the EOI is deemed successful, the Shire will be invited to make formal application for grant funding, with one of the criteria being the demonstration of Council's support for the project.

Specific outcomes were considered in the EOI to meet the grant guidelines, eligibility and merit criteria set by WABN including:

Connectivity - The proposed dual use path will provide a complete river loop, connecting the east and west banks of the Preston River and town site residential localities, the CBD, schools and other facilities, with future potential connectivity to South Western Highway, outer residential/industrial areas and potentially other Shires.

Healthy, safe and alternative means of transport - The proposed dual use path and the all-ability access ramp will provide a healthy and safe means of transport and access for all users including those with special needs, the elderly, children, cyclers, hikers, and parents with prams. The path will also provide an alternative means of transport other than using busy roads, and aligns with two pledges the Council has made for the Cities Power Partnerships, as follows:

- *“encourage sustainable transport use such as public transport, walking and cycling through Council transport planning and design”; and*
- *“support cycling through the provision of adequate cycle lands, bike parking and end of ride facilities”*

Tourism and Environment – The proposed dual use path will improve an already popular and picturesque tourist trail which connects to existing facilities in the area like the Donnybrook Amphitheatre, RSL War Memorial, and incorporates the Preston River Indigenous Walk Trail and Waugyl Sculpture Park. It will also compliment future proposals such as the Artbeat Public Art Trail initiative. Providing a dual use path will improve the environmental management of the river bank reserve, by encouraging people to keep on a designated path and deterring from walking along native sections under rehabilitation.

Strategic Alignment - The proposed project aligns to the Shire of Donnybrook Balingup Pathways and Trails Expansion Strategy and is currently ranked in the top five path projects, in the Shire's future pathway program. The dual use path was initially identified through several

community member requests. The proposed project also meets some of the outcomes identified in the Council's Disability Access and Inclusion Plan and also aligns to Action Item 6.2.4 (6) within the Bunbury-Wellington 2050 Cycling Strategy with future connectivity to South Western Highway and Donnybrook-Boyup Brook Road.

DETAILS

A map outlining the proposed dual use path to be delivered in two stages over 2021-22 and 2022-23 is provided in *attachment 9.1.2(1)*.

Stage 1: 2021-22 will consist of a detailed design of the entire Stage 1 and Stage 2 proposed project as shown in *attachment 9.1.2(1)*. Stage 1 will also include construction of approx. 500m length of 2m wide dual use concrete path, commencing from the existing path at the Palmer Street Laneway and continuing south along the eastern river reserve.

Stage 2: 2022-23 will consist of constructing the remaining section of 2m wide dual use concrete path, measuring approximately 200m in length and the construction of the all-ability access ramp to the gabion wall river crossing.

Subject to the EOI being successful and this proposal being endorsed by Council, the Shire's intention is to submit a full WABN Grant Application for 50% funding of the cost of detailed design and construction of the path in two stages over two financial years, being 2021-22/2022-23.

FINANCIAL IMPLICATIONS

The estimated cost for the provision of detailed design, upgrade to the existing trail to a dual use concrete path, and the construction of an all-ability access ramp in two stages, is estimated to be \$200,000.

If the Shire is successful in obtaining the WABN Grant, the grant will cover 50% of the total cost, being \$100,000. The remaining 50% (\$100,000) would be required to be funded by the Shire over two budgets (\$50,000 in 2021-22 and \$50,000 in 2022-23).

POLICY COMPLIANCE

Not applicable.

STATUTORY COMPLIANCE

Not applicable.

CONSULTATION

The Shire has received numerous community requests over the years to upgrade the existing dirt trail to a safe and accessible dual use path, with advice that attempts would be made to source future funding for the request. The Shire also intends to seek formal support from the Donnybrook Visitors Centre and Chamber of Commerce.

OFFICER COMMENT/CONCLUSION

The upgrade to a fully constructed dual use path has been requested by community, and is recognised as a high priority project based on the Shire of Donnybrook Balingup Pathways and Trails Expansion Strategy. The project also satisfies a range of outcomes from the Shire's Corporate Business Plan and Disability Access Inclusion Plan.

COUNCIL RESOLUTION 100/20

Moved Cr Lindemann

Seconded Cr Atherton

That Council:

- 1. Supports the upgrade of an existing trail to complete the Preston River Loop Path.**
- 2. Instructs the Chief Executive Officer to submit an application for funding under the Department of Transport's Western Australian Bicycle Network Grant Program over two financial years (2021-22 / 2022-23) for the design and construction of the Preston River Loop Path.**
- 3. Subject to the application for funding being successful, allocates \$50,000 per annum in both the 2021-22 and 2022-23 draft budgets (as Shire co-contribution funding) for the detailed design and construction of the Preston River Loop Path.**

CARRIED 9/0 by En Bloc Resolution

9.1.3 SOUTH WEST NATIVE TITLE SETTLEMENT – PROPOSED CROWN LAND ALLOCATION

Location	Shire of Donnybrook Balingup
Applicant	Department of Planning, Lands & Heritage
File Reference	A3252
Author	Steve Potter, Executive Manager Operations
Responsible Officer	Steve Potter, Executive Manager Operations
Attachments	9.1.3(1): DPLH Questions and Shire responses
Voting Requirements	Simple majority

Recommendation
<p>That Council:</p> <ol style="list-style-type: none"> 1. Advises the Department of Planning, Lands and Heritage that the Shire of Donnybrook, Balingup has no objections to the State of Western Australia allocating Crown land identified as Lot 516; Reserve 2052; PIN 1039142; DP 215417; CLT LR3128/829, to the Noongar People in accordance with the South West Native Title Settlement. 2. Requests the Department of Planning, Lands and Heritage place a Section 70A Notification on the certificate of title under the <i>Transfer of Land Act 1893</i> containing the following wording: <p style="margin-left: 40px;"><i>“The land is in close proximity to land zoned ‘General Industry’ under the Shire of Donnybrook Balingup Local Planning Scheme No. 7 which may result in off-site impacts including noise, dust, vibrations and other emissions to users of the land.”</i></p> 3. Requests the DPLH include an additional term of allocation maintaining public access to the land after transfer to the Noongar People. 4. Provides responses as per Attachment 9.1.3(1) in response to the queries presented by the Department of Planning, Lands and Heritage.

STRATEGIC ALIGNMENT

The following outcomes from the Strategic Community Plan relate to this proposal:

- Outcome: Effective leadership and civic responsibility
 Strategy: A strategically focused, open and accountable local government
 Action: Provide accountable and strategic leadership.

EXECUTIVE SUMMARY

Council is being requested to provide feedback to the Department of Planning, Lands and Heritage (DPLH) to inform its decision on the potential allocation of a parcel of Crown land

located within the Shire of Donnybrook Balingup to the Noongar People as part of the creation of the Noongar Land Estate. It is noted that Council is not the responsible decision-maker in this process, but is one of a number of agencies the DPLH is liaising with to identify suitable land.

It is recommended that Council advises the DPLH that it has no objections to the proposal.

BACKGROUND

The State of Western Australia has committed to allocating up to 320,000 hectares of Crown land to the Noongar People to create the Noongar Land Estate, in accordance with the six registered Indigenous Land Use Agreements (ILUAs) for the South West Native Title Settlement (the Settlement). The ILUAs were registered at the Native Title Tribunal on 17 October 2018 with the required legal processes currently occurring.

The Department of Planning, Lands and Heritage (DPLH) is responsible for undertaking an identification and assessment process for land parcels within the boundaries of the Settlement. This process includes referring land to relevant agencies (including local governments) for comment. While awaiting conclusive registration and the subsequent date upon which the Settlement will become effective, DPLH is undertaking necessary referrals to ensure that land parcels as identified by the Noongar People are made ready for transfer.

Through this process, the land parcel located at 'Lot 516' in Brookhampton has been identified for possible transfer. The property which is Crown land is 31.4ha in area and abuts Montgomery Road to the west/south west; 'General Agriculture' zoned land to the south; State forest to the east and an unconstructed road reserve (Frost Road) to the north. As illustrated in the following diagrams, the property is fully vegetated with native vegetation and the land is reserved for 'Parks and Recreation' under Local Planning Scheme No. 7 (LPS7).

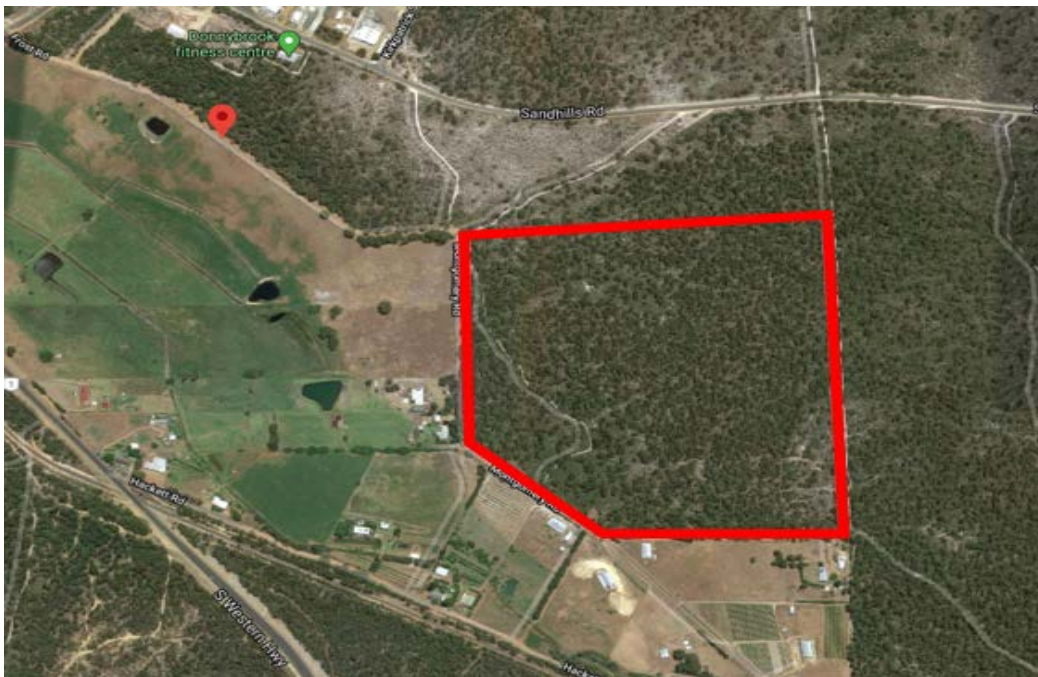


Figure 1: Aerial Photo of the Site

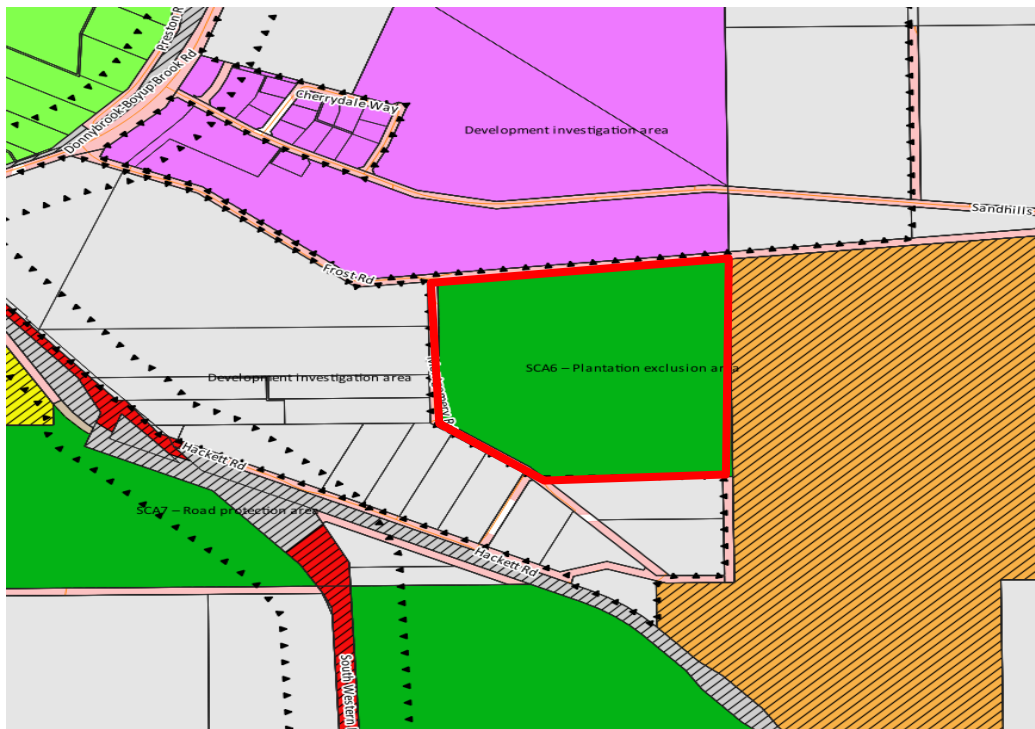


Figure 2: Town Planning Scheme

Under LPS7 there is land zoned ‘General Industry’ to the north of the unconstructed ‘Frost Road’ road reserve and a ‘Development Investigation Area’ (DIA9) to the south-west (on the opposite side of Montgomery Road) (DIA9) which is subject to the following relevant provisions in Schedule 13 of the Shire’s Local Planning Scheme No. 7 (LPS7):

Area No.	Description of Land Area	Land Use Expectation	Matters to be Addressed in Structure Plan (in addition to Cl. 6.10).
DIA9	Lots 621, 622, 623, 624, 583 South Western Highway; Lots 177, 178, 430, 431 Montgomery Rd.; Lots 1, 102, 180, 183, 184, 185, 1802 Hackett Road, Donnybrook	Industrial / Composite Industrial and Rural Small Holdings	Investigate land capability and suitability for Industrial / Rural Small Holdings development / subdivision including: <ul style="list-style-type: none"> • Interface between existing and future industrial and residential land use, including appropriate buffer distances; • Effluent disposal and servicing; • Vehicular access to existing industrial area and major arterial roads; • Landscaping and vegetation plan; and • Drainage management.

It is also noted the land is identified for ‘Conservation / Recreation’ purposes in the Shire’s Local Planning Strategy and therefore is not earmarked for future development.

The DPLH seeks responses to a number of questions and both the questions and suggested responses are provided in Attachment 9.1.3(1).

FINANCIAL IMPLICATIONS

Nil.

POLICY COMPLIANCE

Nil.

STATUTORY COMPLIANCE

Nil.

CONSULTATION

Staff understand that the DPLH is consulting widely as part of its process of identifying suitable land for potential transfer, however the Shire has not undertaken any additional consultation of its own.

OFFICER COMMENT/CONCLUSION

As the subject land is reserved for 'Parks and Recreation' under LPS7 and 'Conservation / Recreation' under the Local Planning Strategy, officers consider it is most likely to remain in its current vegetated state, even if the land were to be transferred from the Crown to the Noongar People through the Native Title Settlement process.

The only identified area of possible contention is that land to the south-west is a 'Development Investigation Area' (DIA9) in LPS7, and land to the north is zoned as 'General Industry' which may result in future industrial type development in close proximity to the subject site. However, as the land is essentially a vegetated reserve with limited future development potential of its own, this is unlikely to be an issue that would limit or conflict with any future development of adjacent land. However, officers consider it would be prudent to request that a Section 70A Notification be placed on the Certificate of Title advising future landowners of this to limit the potential for any future conflicts in this regard.

OUTCOME OF MEETING

ALTERNATE MOTION

Moved Cr Mitchell

Seconded Cr Atherton

That Council instruct the Chief Executive Officer to undertake full community consultation including written communication with residents and rate payers within a five kilometre range of the location. Bring the item back Council at the conclusion of the consultation.

LOST 1/8

COUNCIL RESOLUTION 101/20

FORESHADOWED ALTERNATE MOTION

Moved Cr Massey

Seconded Cr Newman

That Council:

- 1. Advises the Department of Planning, Lands and Heritage that the Shire of Donnybrook, Balingup has no objections to the State of Western Australia allocating Crown land identified as Lot 516; Reserve 2052; PIN 1039142; DP 215417; CLT LR3128/829, to the Noongar People in accordance with the South West Native Title Settlement.**
- 2. Requests the Department of Planning, Lands and Heritage place a Section 70A Notification on the certificate of title under the *Transfer of Land Act 1893* containing the following wording:**

“The land is in close proximity to land zoned ‘General Industry’ under the Shire of Donnybrook Balingup Local Planning Scheme No. 7 which may result in off-site impacts including noise, dust, vibrations and other emissions to users of the land.”
- 3. Requests the DPLH include an additional term of allocation maintaining public access to the land after transfer to the Noongar People.**
- 4. Provides responses as per Attachment 9.1.3(1) in response to the queries presented by the Department of Planning, Lands and Heritage.**
- 5. Request the State Government that, prior to resolving a decision on this matter, consultation with neighbouring and nearby landowners on the proposal is undertaken.**

CARRIED 8/1

9.2 EXECUTIVE MANAGER CORPORATE AND COMMUNITY

9.2.1 ACCOUNTS FOR PAYMENT

The Schedule of Accounts Paid (attachment 9.2.1(1)) under Delegation (No 3.1) is presented to Council for information.

9.2.2 MONTHLY FINANCIAL REPORT – JUNE 2020

Note: The Monthly Financial Report for June 2020 will be presented to the August Ordinary Council Meeting.

9.2.3 TUIA LODGE DEMENTIA WING PROCUREMENT

Location	Shire of Donnybrook Balingup
Applicant	Shire of Donnybrook Balingup
File Reference	PWF 20B
Author	Paul Breman, Executive Manager Corporate and Community
Responsible Manager	Paul Breman, Executive Manager Corporate and Community
Attachments	Nil.
Voting Requirements	Simple Majority

Recommendation
<p>That Council acknowledge and endorse the postponement of the current procurement process for the construction of the Dementia Wing and Palliative Care Suite at the Tuia Lodge Aged Care Facility, until the Expression of Interest for outsourcing the operation and management of the Facility is completed (expected no later than 30 June 2021).</p>

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome:	3.3.1	Promote 'ageing in place'
Strategy:	4.1.1	Provide accountable and strategic leadership
Action:	4.1.2	Continue to enhance communication and transparency

EXECUTIVE SUMMARY

To gain the Councils endorsement to postpone the procurement process for the construction of the Dementia Wing and Palliative Care Suite at the Tuia Lodge Aged Care Facility, while the Expression of Interest (EOI) for outsourcing the operation and management of the Facility is undertaken.

A postponement is considered necessary to ensure any potential outsource partner is permitted input into the design and commissioning of the dementia extension that they will operate into the future.

BACKGROUND

The Shire currently has approval to extend the Tuia Lodge Aged Care Facility to incorporate the following additional beds:

Date of provisional allocation	Type	Number of Placements	Date of Approval Expiry
24/05/2019	High Care Secure Dementia	10	24/05/2023
24/05/2019	High Care Palliative	1	24/05/2023

The provisional allocation of the placements is linked to a capital grant as a contribution toward the cost of the extension. This grant from the Australian Government Department of Health is for an amount of \$1,450,000 on the basis that the Shire contributes at least \$300,000 to achieve a total project cost of at least \$1,750,000.

In February 2020, the Shire called for tenders from interested suppliers on a design and construct basis for the extensions to achieve the approved placements as set out above. A series of events resulted in the consideration of the tender responses being placed on hold leading to a delay in progressing the project.

In March 2020, the attention of the Staff at Tuia Lodge was focussed on the safety of residents and staff at the Facility in response to the COVID 19 pandemic. This consumed significant resources across the organisation.

During April 2020, the Aged Care Community Reference Group recommended to the Council that the Shire call for Expressions of Interest from parties interested in partnering in an outsource arrangement with the Shire to manage the Facility.

In considering the circumstances where an outsource partner is forthcoming and negotiations commence toward a formal outsource agreement, the outcomes around the design and construction of the extension to the Facility becomes relevant. A potential outsourced partner would have an interest in the efficiency and effective of the final design and may add expertise and provide advice that would add value to the exercise.

Considering the potential for a delay to the construction of the extension, the Chief Executive Officer and the Executive Manager Corporate and Community sought and received a reassurance that the allocated 11 placements and the associated grants would not be at risk if the procurement process was placed on hold until the outcome of the EOI exercise was determined. At the same time, the Department of Health was advised of the Shire intentions around outsourcing the operations of the facility and the intent to retain ownership of the building and control of the land.

FINANCIAL IMPLICATIONS

Not Applicable

POLICY COMPLIANCE

Not Applicable

STATUTORY COMPLIANCE

Not Applicable

CONSULTATION

The Aged Care Community Reference Group met on 19 June 2020 to consider this issue and provide input. At that meeting the group resolved the following:

RESOLUTION

That the Aged Care Community Reference Group acknowledge the postponement of the current procurement process for the construction of the Dementia Wing and Palliative Care Suite at the Tuia Lodge Aged Care Facility, until the Expression of Interest for operation and management outsourcing is completed (expected no later than 30 June 2021).

CARRIED 6/0

OFFICER COMMENT/CONCLUSION

There appear practical reasons to provide any potential outsource partner with input into the procurement process particularly as the current process involves a design component.

Considering the timing of the EOI, it is likely the procurement process would recommence in the first quarter of the 2021.

COUNCIL RESOLUTION 102/20

Moved Cr Lindemann

Seconded Cr Atherton

That Council acknowledge and endorse the postponement of the current procurement process for the construction of the Dementia Wing and Palliative Care Suite at the Tuia Lodge Aged Care Facility, until the Expression of Interest for outsourcing the operation and management of the Facility is completed (expected no later than 30 June 2021).

CARRIED 7/2

9.2.4 DRAFT POLICIES - REVIEW OF SHIRE BUILDING PORTFOLIO AND BUILDING INSURANCE

Location	Shire of Donnybrook Balingup
Applicant	Shire of Donnybrook Balingup
File Reference	BLG 01
Author	Paul Breman, Executive Manager Corporate and Community
Responsible Manager	Paul Breman, Executive Manager Corporate and Community
Attachments	9.2.4(1) – Draft Policy – Review of Shire Building Portfolio 9.2.4(2) – Draft Policy – Building Insurance 9.2.4(3) – Buildings captured by Draft Policy – Review of Shire Building Portfolio 9.2.4(4) – Building Review Assessment Matrix
Voting Requirements	Simple Majority

Recommendation
<p>That Council</p> <ol style="list-style-type: none"> 1. Adopts Draft Policy – Review of Shire Building Portfolio; 2. Adopts Draft Policy – Building Insurance; and 3. Instructs the Chief Executive Officer to prepare a report to the Council for consideration no later than the December 2020 Ordinary Meeting containing: <ol style="list-style-type: none"> 3.1 A high level strategy for community and stakeholder engagement in relation to buildings/structures identified as a result of the adoption of the Review of Shire Building Portfolio; 3.2 An organisational procedure that results in the Council being kept informed of the progress of implementation of the Review of Shire Building Portfolio Policy and the progress of the review; and 3.3 An assessment of the organisational resources required to implement the Review of Shire Building Portfolio Policy and carry out the strategy as set out at item 3.1 above.

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome	4.2	A respected, professional and trusted organisation
Strategy	4.2.1	Effective and efficient operations and service provision
Action	4.2.1.1	Maintain effective and efficient policies, planning, operating procedures and practices

EXECUTIVE SUMMARY

To adopt new policies:

1. Review of Shire Building Portfolio
2. Building Insurance

To consider commencing the review of Council building portfolio.

BACKGROUND

In 2018/19 an asset management plan for the Shire's building portfolio was developed and presented to Council for inaugural adoption at the ordinary meeting of Council on 24 April 2019.

At its subsequent ordinary meeting on 22 May 2019 Council resolved;

COUNCIL RESOLUTION 59/19

That Council:

1. *Directs the Chief Executive Officer to develop a project planning framework to be presented to Council for consideration during October 2019 (or prior), that will plan for the review of the Shire's building portfolio. At a minimum, the review is to consider Shire buildings in the context of:*
 - 1.1 *Not required or suitable for the delivery of services.*
 - 1.2 *Uneconomical to maintain and/or operate.*
 - 1.3 *Duplicating service delivery.*
 - 1.4 *Underutilised / redundant.*
2. *Appoints the following two Councillors to a Working Group with the Chief Executive Officer (or delegated representative) to develop a project planning framework for presentation to the Council for consideration, prior to any work on a review commencing:*
 - 2.1 *Councillor Atherton; and*
 - 2.1 *Councillor Wringe.*

The working group considered resolution 59/19 and recommend a risk management based approach to any potential review process. This was reported to Council at the 23 October 2019 Ordinary Council Meeting.

COUNCIL DECISION 159/19
(Executive Recommendation)

Moved: Cr Newman Seconded: Cr Atherton

That Council:

1. *Direct the Chief Executive Officer to develop a draft policy that:*
 - 1.1 *Guides the review and potential rationalisation of Shire owned buildings.*
 - 1.2 *Includes a risk management strategy/framework (which may include insurance coverage) for all Shire buildings.*
 - 1.3 *Includes a framework for consideration of quantitative and qualitative merits (for the broadest community benefit) of each Shire owned building.*
 - 1.4 *Is presented to the April 2020 Ordinary Meeting of Council for consideration for adoption.*

Carried 5/4

The working group’s recommended approach was influenced by the ‘Building Asset Portfolio Review Risk Assessment’. This risk assessment was reported to Council at the 23 October 2019 Ordinary Council Meeting.

The Building Asset Portfolio Review Risk Assessment resulted in two identified material risk areas.

Consequence:	Reputation Risk
Assessed Risk:	Extreme
Comments	A process of reviewing the building portfolio with the intent of rationalisation is expected to generate widespread community concern. Due to the geographical extent of the building portfolio, it is expected the process of a blanket review will result in broad adverse community response of significance.

Consequence:	Service Interruption Risk
Assessed Risk:	High
Comments	The process of a complete review will likely incur significant public consultation and engagement requirements upon the organisation. For involved officers and business units, it is expected to lead to service level interruptions that result in backlogs.

Under Policy 2.45 Organisational Risk Management, the ‘Donnybrook Balingup Risk Assessment & Acceptance Criteria’, risk rankings set out the following risk acceptance and management authority level.

Risk Rank	Responsibility
Extreme:	CEO / Council
High:	Director / CEO

As an extreme risk has been identified, it is a reportable risk to Council requiring Council endorsed management of that risk.

Council resolution 159/19 on 23 October 2019 requested the development of a framework that would guide any future review of buildings.

Two draft policies have been developed for Council to consider.

1. Draft Policy – Review of Shire Building Portfolio (attachment 9.2.4(1)).
2. Draft Policy – Building Insurance (attachment 9.2.4(2)).

Building Review Assessment Matrix

Both draft policies are supported by the Building Review Assessment Matrix (the matrix) (attachment 9.2.4(4)). The matrix is an operating procedure and does not form part of the Policy.

The objective of the matrix is to guide decision making, rather than prescribe a course of action for a specific rating. It assesses a Building Service Level Hierarchy. Essentially an assessment of a building’s importance for strategic service delivery.

It is intended that the matrix and assessed rating, form part of any future report to Council on the assessment of a building in its portfolio.

Draft Policy – Review of Shire Building Portfolio

In order to minimise the identified risks, it is recommended any review of a building in Council’s portfolio be initiated by policy.

The Draft Policy – Review of Shire Building Portfolio recommends that a review be initiated in three circumstances.

1. Forecast Expenditure on Facility
The sum of planned renewal / replacement expenditure across the next 5 (five) financial years = 20% or greater, of the replacement value of the building
2. Vacant / Unused
A building becomes vacant / unused without planned utilisation
3. Upon Lease
A building is leased or re-leased.
4. Upon Exclusive License

A building is exclusively licensed, or an exclusive license is renewed.
5. By Resolution of Council
Council resolves that a review be undertaken.

It is recommended that freehold commercial buildings form part of an initial review.

Draft Policy – Building Insurance

Council resolution on 23 October 2019 requested consideration be given towards building insurance as part of an overarching policy on review of buildings.

Draft Policy – ‘Building Insurance’ recommends that in instances where a building incurs material damage, Council may determine whether to;

- a) Replace or reinstate the building.
- b) Obtain indemnity payout only and not replace the building.

Any review would be initiated by the expenditure threshold to replace or reinstate a damaged building under Draft Policy – Review of Shire Building Portfolio

Draft Policy – ‘Building Insurance’ provides that Council may decide not to insure specific buildings, or obtain insurance for demolition / debris removal only. The purpose is to provide policy options to minimise budget impact of insurance.

The annual premium for insurance is currently 0.15% of the building replacement value. While Draft Policy – ‘Building Insurance’ caters for a no insurance option, for low value buildings, the premium is minimal. Therefore, it is recommended that Council does not change its current practice of insuring all buildings for replacement or reinstatement.

Should Council determine in the future that a materially damaged building not be replaced, the indemnified insurance payout can be redirected towards other budgetary priorities.

FINANCIAL IMPLICATIONS

None at this stage. This report is to adopt policies.

The 2020/21 Asset Management Plan - Buildings, identifies \$6.16m of renewal / maintenance expenditure required on Council’s building asset portfolio over the coming 15 years.

POLICY COMPLIANCE

The recommendation is to adopt new policy and has been developed with reference to Policy 2.45 Organisational Risk Management.

STATUTORY COMPLIANCE

Not applicable.

CONSULTATION

None at this stage. This report is to adopt policies.

It is recommended that any determination of Council regarding the future of a Council owned building require consultation with impacted stakeholders as part of any decision making process.

OFFICER COMMENT/CONCLUSION

The Shire operates, leases or maintains a substantial number of Buildings in the district. These facilities are relied upon by a significant number of community and not-for profit organisations. Due to the importance of the facilities to these organisations, reviewing the continued availability or the terms of use and maintenance obligations of these facilities requires a carefully planned and implemented community engagement and consultation process.

There will be a considerable amount of research required on the history of the facility and a thorough understanding of the impact that any change in the use may have on each individual user group. A documented strategy and procedure will be required to ensure negotiations and consultation occurs in a consistent manner and each group receive equal or proportionate consideration.

During any engagement process and subsequent negotiations with community groups, the Council will need to be kept informed of the progress and any potential issues that may arise before a report is presented to the Council for consideration regarding the future use of the building.

As highlighted in the background of this report, the implementation of a district wide Buildings Review would take a significant amount of resource which has the potential to lead to:

- Service level interruptions;
- A backlogs in achieving current priorities; and
- A postponement of initiatives and systems improvements aimed at increasing efficiency.

COUNCIL RESOLUTION 103/20

ALTERNATE MOTION

Moved Cr Wringe

Seconded Cr Newman

That Council:

- 1. Acknowledge the preparation of Draft Policies.**
- 2. In recognition of multiple competing priorities, instruct the Chief Executive Officer to table this matter for consideration by Council in August 2021.**

CARRIED 7/2

9.2.5 ANNUAL REVIEW OF ASSET MANAGEMENT PLANS – 2020/21

Location	Shire of Donnybrook Balingup
Applicant	Shire of Donnybrook Balingup
File Reference	FNC 10/2
Author	Paul Breman, Executive Manager Corporate and Community
Responsible Manager	Paul Breman, Executive Manager Corporate and Community
Attachments	9.2.5(1) - AMP – Parks and Reserves 9.2.5(2) - AMP – Vehicles 9.2.5(3) – AMP – Buildings 9.2.5(4) – AMP – Roads and Transport 9.2.5(5) – Borrowings Plan 9.2.5(6) – Reserve Accounts Plan
Voting Requirements	Simple Majority

Recommendation
<p>That Council adopt the 2020-21 review of the following plans:</p> <ol style="list-style-type: none"> 1. Asset Management Plan – Parks and Reserves 2. Asset Management Plan – Vehicles 3. Asset Management Plan – Buildings 4. Asset Management Plan – Roads and Transport 5. Borrowings Plan 6. Reserve Fund Plan <p>and instructs the Chief Executive Officer to use the content of the above plans, relevant to 2020-21, as the basis for the development of the 2020-21 Draft Budget.</p>

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome	4.2	A respected, professional, and trusted organisation
Strategy	4.2.1	Effective and efficient operations and service provision
Action	4.2.1.1	Maintain effective and efficient policies, planning, operating procedures and practices

EXECUTIVE SUMMARY

To adopt the annual review and updating of Asset Management, Borrowings and Reserve Accounts plans for 2020-21 and to endorse incorporation of the plans into the development of the 2020-21 Draft Budget.

BACKGROUND

In 2010, the Integrated Planning and Reporting (IPR) Framework and Guidelines were introduced in Western Australia (WA) as part of the State Government's Local Government Reform Program. All local governments were required to have their first suite of IPR documents in place by 1 July 2013.

Officers are progressing the development of an Integrated Planning and Reporting Framework for the Shire that will improve the long-term financial sustainability of the Shire of Donnybrook Balingup.

This corporate planning framework provides greater integration of plans and becomes the driver for the Annual Budget.

A suite of financial planning systems has being developed and implemented that accurately;

- a) demonstrate the Shire's capability to deliver services and manage its asset portfolio that can sustain our community into the future.
- b) determine the real cost of managing the Shire's asset portfolio.
- c) determine the real cost of delivering services to the community.
- d) determine the real contribution residents and users should make to the cost of services & facilities.

One aspect of the financial planning framework is realigning the underlying foundation of the Annual Budget to respond to the above points in order to improve the long-term financial sustainability for the Shire.

Redevelopments

It is acknowledged that Council is currently undertaking redevelopment planning of several facilities and reserves within the Shire. However, the asset renewal projects contained within asset plans are based on existing assets stock. This is to ensure that planned renewal funding remains scheduled until such time any proposed redevelopment is committed to by way of awarding of construction contracts.

When new assets are commissioned, new asset inspections are undertaken to determine future asset renewal requirements.

Asset Management Plans

Asset Management Plan – Parks & Reserves (Attachment 9.2.5(1))

Parks and Reserves comprise numerous items of built or installed depreciable equipment and infrastructure. These deteriorate over time and requires a program of cyclical replacement at the end of economic life.

The program of renewal works within this plan has been sourced from an independent revaluation of parks infrastructure undertaken in 2018. In addition, all items have undergone onsite inspection and assessment by works staff.

This strategy plans for the timing and financing of.

- a) Development works.
- b) Replacement of aged infrastructure.
- c) Major maintenance of infrastructure.

Asset Management Plan – Buildings (Attachment 9.2.5(2))

The program of renewal works identified in this plan has been determined by onsite inspections conducted by Council's Principal Building Surveyor.

The purpose of this document is to provide a strategy for funding Council's buildings.

This strategy will plan for the timing and financing of;

- a) Construction of new buildings.
- b) Alterations and extensions of existing buildings.
- c) Preservation and maintenance of building.

The Asset Management Plan – Buildings (BAMP), has been developed to provide a systematic method to identify, plan and fund necessary works to maintain the facilities to an acceptable standard that maximise their useful life for the community.

Asset Management Plan – Vehicles (Attachment 9.2.5(3))

This Asset Management Plan details the.

- Acquisition of new vehicles.
- Cyclical replacement of existing vehicles.
- Annual funding plan for the Vehicle Reserve Fund.

The Shire operates a fleet of vehicles to carry out service delivery to the community. These range from road construction plant to compliance vehicles.

The Shire engaged an independent review of its vehicle fleet in 2017. The economic change-over life recommended in the independent review has guided the development of this asset plan.

Asset Management Plan – Roads and Transport (Attachment 9.2.5(4))

The information contained in this asset plan is a summary from the Shire's Road Asset Management and Maintenance System (RAMMS). The estimation of Capital Renewal funding requirements identified in the Asset Plan has been determined using the remaining useful life of each recorded asset item.

The plan provides aggregated level Capital Renewal requirements for the following transport asset classes.

- Roads.
- Railings.
- Drainage.
- Footpaths.
- Car Parks.
- Street Signs.

Local governments are allocated funds for bridges through the Local Grants Commission. Project funds for bridges are allocated to renewal type projects, recognising that some of these projects may include some upgrading or replacement when the existing bridge has reached the end of its economic life.

A Bridge Committee advises the Commission on priorities for allocating funds for bridges. Membership of the Committee is made up of representatives from the following organisations:

- WA Local Government Grants Commission.
- Western Australian Local Government Association; and
- Main Roads Western Australia (MRWA).

The Committee receives recommendations from MRWA on funding priorities for bridges. MRWA inspects and evaluates the condition of local government bridges and has the expertise to assess priorities and make recommendations on remedial measures.

Bridges are therefore excluded from the Shire's asset planning, as this is managed, and funded, at a State level.

Capital expenditure on Roads and Transport infrastructure is typically classified into the following categories.

1. Capital Renewal - Increases the life of the asset and may increase its service potential.

Expenditure in this category includes:

- Roads
 - Resealing aggregate and asphalt seals.
 - Regravelling existing gravel roads.
 - Reforming existing formed roads.
 - Reconstructing roads to existing standards (may include widening less than lane width).
 - Reconstructing shoulders on sealed roads.
 - Replacing cattle grids.
 - Replacing culverts.
 - Replacing kerbs.
- Bridges
 - Replacing bridge components.
 - Strengthening individual structural components.
 - Constructing concrete overlays Reconstructing of bridges to existing standards (may include widening less than 1 metre).
- Ancillary
 - Replacement of lighting infrastructure.
 - Replacement of road signals and signs including street signs.
 - Replacement of road marking.
 - Replacement of all other traffic management devices.
 - Reconstruction of footpaths and dual use paths.

2. Capital Upgrade - Provides a higher level of service to users. Expenditure in this category includes:

- Roads
 - Graveling a road that was not previously gravelled.
 - Sealing a road that was not previously sealed.
 - Constructing a second carriageway.
 - Widening a road.

- Bridges
 - Widening a bridge.
 - Strengthening a bridge to accommodate higher axle loads.

- Ancillary
 - Upgrading or adding to existing.
 - Street lighting.
 - Road signals and signs including street signs.
 - Road marking.
 - All other traffic management devices.
 - Footpaths including dual use paths.

3. Capital Expansion - Extending the road network. Expenditure in this category includes:

- Roads
 - Constructing a road that previously did not exist. It may be a formed, gravelled or sealed road or street.

- Bridges
 - Constructing a bridge where none existed previously.

- Ancillary
 - Provision of the following on new roads:
 - Street lighting.
 - Road signals and signs including street signs.
 - Road marking.
 - All other traffic management devices.
 - Footpaths including dual use paths.

It is identified that annual expenditure requirements for Capital Renewal on Roads and Transport Assets is \$2.31m pa (indexed annually).

Based on the past five financial years, it is calculated that annual Transport Asset Capital Renewal expenditure requires doubling from current levels.

	Note	2014/15	2015/16	2016/17	2017/18	2018/19
Transport Assets Capital Renewal - Actual	1	393,298	3,294,47	1,142,228	1,221,936	1,158,546
Transport Assets Capital Renewal - Requirements	2	2,314,155	2,314,15	2,314,155	2,314,155	2,314,155
Transport Assets Capital Renewal - Funding Gap (pa)		(1,920,857)	980,322)	(1,171,927)	(1,092,219)	(1,155,609)

1 Source: WALGA Road Assets and Expenditure Return (Annual)

2 Source: Shire of Donnybrook Balingup Road Asset and Maintenance System

Total capital expenditure (including Capital Upgrades Capital Expansion) on Transport Assets in the 2019/20 budget was \$1.86m.

This plan is a newly developed plan for 2020/21, it is therefore important the current own source funding levels be at least maintained for Roads and Transport classes in 2020/21.

Further development of this asset plan to provide long-term program reporting, including Capital Upgrade and Capital Expansion programming is intended to be progressed.

Borrowings Plan (Attachment 9.2.5(5))

The use of borrowings as a means of funding asset acquisitions, renewals and major maintenance is a mechanism for allocating the costs of major works over a period that reflects when residents will benefit from the assets.

Council is guided by its adopted policy - 3.8 Debt Policy. This policy sets out the way the Shire of Donnybrook Balingup may establish and manage a debt portfolio. The objective of this Debt Policy is to ensure the sound management of the Shire's existing and future debt.

The policy outlines the Shire's debt strategy and provides for the responsible financial management of borrowings by ensuring that the level of indebtedness is maintained within acceptable limits and is managed appropriately.

It is therefore critical that debt funding is appropriately planned and monitored if Council is to maintain the capacity to effectively use this funding source.

The following future borrowings are identified.

Year	Building	Amount
2020/21	Donnybrook Recreation Centre	\$179,667
2021/22	VC Mitchell Park Redevelopment	\$2,600,000
2024/25	Donnybrook Recreation Centre	\$154,571
2026/27	Donnybrook Recreation Centre	\$282,370
2027/28	Balingup Recreation Centre	\$360,000

A future determination regarding transferring operational management of Tuia Lodge to a third party may require all RADS borrowing be converted to a debenture.

Reserve Fund Plan (Attachment 9.2.5(5))

The Local Government Act allows where a local government wishes to set aside money for use for a purpose in a future financial year, it may establish and maintain a reserve account for each such purpose. The use of Reserve accounts to save money for a future event along with borrowings that allow spending now and payment later, allows the Shire to manage and smooth large capital spending across multiple annual budgets.

Council maintains several cash reserves for a variety of purposes:

- a) to provide funds for future liabilities.
- b) to provide funds for future asset acquisitions / replacement.
- c) to hold unspent funds for specific projects.

d) to reduce the reliance on borrowing by accumulating funds for specific projects.

Where relevant, reserves are supported by comprehensive plans that detail future funding requirements and the necessary annual allocations to reserves.

All cash backed reserve accounts are supported by money held in financial institutions.

The future need for some existing reserve accounts will be affected by the implementation of AASB 15 and AASB 1058 effective from 1st July 2019. These changes were the subject to a separate report to Council. These changes will have no financial impact to the plans in this report.

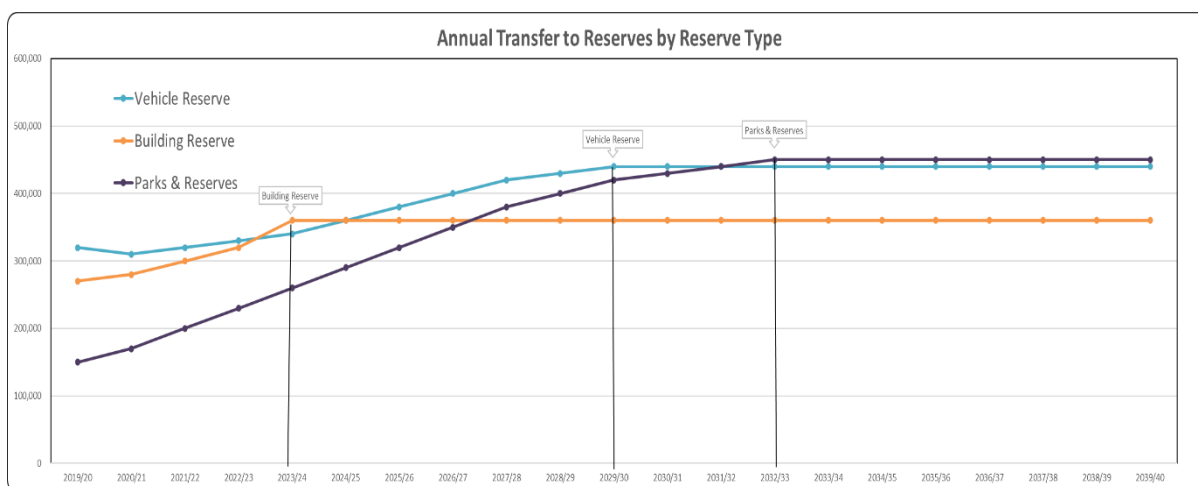
Progress Toward Asset Renewal Sustainability Levels

Through the implementation of the planned program over future periods across the major asset classes, the Shire can evidence its journey toward a fully funded asset management and maintenance program. The attached Asset Plans contain the details and identify the need while the Borrowings and Reserve plans contain the financing decision required to achieve this forecast sustainability point.

The following table contains a summary of the forecast sustainability point for each major asset class.

Asset Class	2019-20 Funding Level	Goal for Sustainability	Current Gap	Sustainability Point ⁽¹⁾
Parks and Reserves	\$150,000	\$450,000	\$300,000	2032-33
Buildings	\$270,000	\$350,000	\$80,000	2023-24
Vehicles	\$320,000	\$440,000	\$120,000	2029-30

(1) Based on current assets held, gradual annual increases in the annual budget allocation for this asset class is factored into the plan to achieve sustainable funding levels.



It is planned that sustainable asset funding levels be attained over time though gradual increases in the annual budget Transfer to Reserves allocation. Future plateauing in the above graph indicates achieving identified sustainable own source funding levels.

Asset Class	2019-20 Budget	2020-21 Draft Budget	2021-22 Plan	2022-23 Plan
Parks and Reserves	\$150,000	\$170,000	\$200,000	\$230,000
Buildings	\$270,000	\$280,000	\$300,000	\$320,000
Vehicles	\$320,000	\$310,000	\$320,000	\$330,000

FINANCIAL IMPLICATIONS

The 2020/21 Annual Draft Budget development will be materially influenced by several economic factors. This may require that projects and funding levels identified in these plans may be brought forward or deferred to meet required budget outcomes.

The suite of plans recommended for adoption detail a budgetary requirement to meet planned expenditure requirements.

An annual Capital Renewal fund gap for Roads and Transport Assets is estimated at approximately \$1.16m pa.

POLICY COMPLIANCE

Not Applicable.

STATUTORY COMPLIANCE

S5.56(1) of the Local Government Act 1995 requires local governments produce a plan for the future.

CONSULTATION

Not Applicable.

OFFICER COMMENT/CONCLUSION

The effective management of Council's asset portfolio is crucial to the sustainable delivery of services to meet the current and future needs of the community. Local governments are typically rich in assets and are responsible for managing a large stock of long-lived assets. Asset management maintenance planning is therefore essential to ensure that assets are maintained, renewed and retired (or replaced) at appropriate intervals to ensure continuity of services.

The suite of plans that form the Integrated Financial Planning and Reporting framework are intended to facilitate sound long-term financial planning and identify the cost of managing Council's asset portfolio. Annual revision and adoption of the revised asset management plans are a requirement of the Office of Auditor General as a prerequisite to the calculation of the Statutory Asset Renewal Funding Ratio in the annual financial report. The Shire's incapacity to demonstrate a full suite of revised and adopted asset management plans was the subject of a 'significant matter' in the 2018-19 Audit report.

COUNCIL RESOLUTION 104/20

Moved Cr Lindemann

Seconded Cr Atherton

That Council adopt the 2020-21 review of the following plans:

- 1. Asset Management Plan – Parks and Reserves**
- 2. Asset Management Plan – Vehicles**
- 3. Asset Management Plan – Buildings**
- 4. Asset Management Plan – Roads and Transport**
- 5. Borrowings Plan**
- 6. Reserve Fund Plan**

and instructs the Chief Executive Officer to use the content of the above plans, relevant to 2020-21, as the basis for the development of the 2020-21 Draft Budget.

CARRIED 9/0 by En Bloc Resolution

9.2.6 TUIA LODGE QUARTERLY REPORT - QUARTER FOUR (2019/20)

Location	Shire of Donnybrook Balingup
Applicant	Shire of Donnybrook Balingup
File Reference	CSV 01/2
Author	Jason Vlasschaert, Coordinator Aged Care Support Services
Responsible Officer	Jason Vlasschaert, Coordinator Aged Care Support Services
Manager	Paul Breman, Executive Manager Corporate and Community
Attachments	9.2.6(1) – Tuia Lodge Quarter Four Report (Public) 9.2.6(2) – Tuia Lodge Quarter Four Report (Confidential)
Voting Requirements	Simple Majority

Recommendation
That Council receive the Tuia Lodge Quarterly Report for Quarter Four 2019/20 (April – June).

STRATEGIC ALIGNMENT

Outcome:	4.2	A respected professional and trusted organisation
Strategy:	4.2.1	Effective and efficient operation and service provision
Action:	4.2.1.4	Demonstrate sound financial planning and management, including revenue / expenditure review and revenue diversification strategies and long term financial planning

EXECUTIVE SUMMARY

This report covers quarter four (4) of the 2019/20 financial year. Comprehensive details including an Executive Summary, Residential Data, Employee Statistics, Occupational Safety and Health, Maintenance and Finance, are provided for Council's information.

BACKGROUND

At its Ordinary Meeting on 23 August 2017 Council resolved to:

- 1) *Direct the Chief Executive Officer to prepare a quarterly report on an ongoing basis, regarding the management and operations of the Tuia Lodge Aged Care facility, with sufficient detail to ensure Elected Members can fulfil their individual obligations associated with the Shire of Donnybrook Balingup being the 'Approved Provider' for the facility.*
- 2) *That the report for each quarter, be presented at the next Ordinary Council meeting:*

The above resolution has been implemented and it is recommended the reports continue to be presented to Council on a quarterly basis.

CONSULTATION

Not applicable.

FINANCIAL IMPLICATIONS

In accordance with 2019/20 Budget allocations.

POLICY COMPLIANCE

Not applicable

STATUTORY COMPLIANCE

Aged Care Act 1997.

OFFICER COMMENT / CONCLUSION

It is recommended that the Tuia Lodge Quarterly Report for Quarter Four 2019/20 be received by Council.

COUNCIL RESOLUTION 105/20

Moved Cr Lindemann

Seconded Cr Atherton

That Council receive the Tuia Lodge Quarterly Report for Quarter Four 2019/20 (April – June).

CARRIED 9/0 by En Bloc Resolution

9.3 CHIEF EXECUTIVE OFFICER

9.3.1 WA LOCAL GOVERNMENT ASSOCIATION (WALGA) ANNUAL GENERAL MEETINGS

Location	Shire of Donnybrook Balingup
Applicant	Shire of Donnybrook Balingup
File Reference	DEP 22/4
Author	Ben Rose, Chief Executive Officer
Responsible Manager	Ben Rose, Chief Executive Officer
Attachments	9.3.1(1) - Notice of Annual General Meeting
Voting Requirements	Simple Majority

Recommendation	
<p>That Council:</p> <ol style="list-style-type: none"> Approve the Shire President of the day and Deputy Shire President of the day to represent the Shire of Donnybrook Balingup as voting delegates to all future Annual General Meetings of the WA Local Government Association. Where the Shire President or Deputy Shire President are unavailable, a resolution of the Council will be required to appoint the voting delegate/s. 	

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome	4.1	A strategically focused, open and accountable local government.
Strategy	4.1.1	Provide accountable and strategic leadership.
Action	4.1.1.4	Provide and support opportunities for training and development for elected members and staff.

EXECUTIVE SUMMARY

The 2020 WA Local Government Annual General Meeting (AGM) will be held Friday 25th September 2020 at the Crown Towers Perth.

All member Councils are entitled to be represented by two (2) voting delegates at the AGM. Registration of delegates must be completed by Friday 28 August 2020.

Council is requested to nominate the Shire President and Deputy Shire President as standing representatives for the Shire of Donnybrook Balingup for all future WALGA AGM's.

BACKGROUND

Shire President Cr Piesse and Deputy Shire President Cr Wringe attended the 2019 AGM as voting delegates.

FINANCIAL IMPLICATIONS

There is nil cost to attend the AGM however funds will need to be allocated in the Draft 2020/21 Budget for accommodation and travel costs under Account 101920 Conferences.

POLICY COMPLIANCE

Not applicable

STATUTORY COMPLIANCE

Not applicable

CONSULTATION

Not applicable

OFFICER COMMENT/CONCLUSION

Due to the COVID-19 Pandemic the usual WALGA Annual Convention is not taking place.

The Convention normally provides an outstanding opportunity to explore local government issues, share experiences and exchange views and ideas to take back to Council and the community. The AGM will still provide an opportunity for Shire representatives to network with Local Governments from across the State.

Submissions are also being taken for Motions from Council and due to the lateness of the notification from WALGA the Shire did not have the opportunity to follow the normal process of calling for Motions from Councillors and presenting these to the Ordinary Meeting of Council.

Should a Councillor wish to raise a motion, this will be dealt with as an Alternate Motion to the Executive Recommendation.

The deadline to submit motions is Friday 31 July 2020.

COUNCIL RESOLUTION 106/20

Moved Cr Lindemann

Seconded Cr Atherton

That Council:

- 1. Approve the Shire President of the day and Deputy Shire President of the day to represent the Shire of Donnybrook Balingup as voting delegates to all future Annual General Meetings of the WA Local Government Association.**
- 2. Where the Shire President or Deputy Shire President are unavailable, a resolution of the Council will be required to appoint the voting delegate/s.**

CARRIED 9/0 by En Bloc Resolution

10 ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

10.1 COUNCILLOR

Nil.

11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

Nil.

12 MEETINGS CLOSED TO THE PUBLIC

12.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

The following confidential reports and recommendations have been distributed separately and are not for circulation:

12.1.1 CONFIDENTIAL – REQUEST FOR TENDER 04-1920 TREE PRUNING SERVICES

This report is confidential in accordance with Section 5.23 of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.*
- (e) *a matter that if disclosed, would reveal — (i) a trade secret; or (ii) information that has a commercial value to a person; or (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and*

12.1.2 CONFIDENTIAL – OFFER TO PURCHASE PROPERTY

This report is confidential in accordance with Section 5.23 of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.*

12.1.3 CONFIDENTIAL – DRAFT 2020-21 BUDGET PREPARATION

This report is confidential in accordance with Section 5.23 of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

- (d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting*

12.1.4 CONFIDENTIAL – CHIEF EXECUTIVE OFFICER ANNUAL PERFORMANCE APPRAISAL – SELECTION OF CONSULTANT

This report is confidential in accordance with Section 5.23 of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

(c) *a matter affecting an employee or employees.*

EXECUTIVE RECOMMENDATION

That the meeting be closed in accordance with section 5.23(2) of the *Local Government Act 1995* to discuss the following confidential items:

- 12.1.1 CONFIDENTIAL – REQUEST FOR TENDER 04-1920 TREE PRUNING SERVICES
- 12.1.2 CONFIDENTIAL – OFFER TO PURCHASE PROPERTY
- 12.1.3 CONFIDENTIAL – DRAFT 2020-21 BUDGET PREPARATION
- 12.1.4 CONFIDENTIAL – CHIEF EXECUTIVE OFFICER ANNUAL PERFORMANCE APPRAISAL – SELECTION OF CONSULTANT

COUNCIL RESOLUTION 107/20

Moved Cr Wringe

Seconded Cr Atherton

That the meeting be closed in accordance with section 5.23(2) of the *Local Government Act 1995* to discuss the following confidential items:

- 12.1.1 CONFIDENTIAL – REQUEST FOR TENDER 04-1920 TREE PRUNING SERVICES
- 12.1.2 CONFIDENTIAL – OFFER TO PURCHASE PROPERTY
- 12.1.3 CONFIDENTIAL – DRAFT 2020-21 BUDGET PREPARATION
- 12.1.4 CONFIDENTIAL – CHIEF EXECUTIVE OFFICER ANNUAL PERFORMANCE APPRAISAL – SELECTION OF CONSULTANT

CARRIED 9/0

The meeting closed to the public 6.08pm.

COUNCIL RESOLUTION 113/20

Moved Cr Wringe Seconded Cr Newman

That the meeting be re-opened to the public.

CARRIED 9/0

The meeting was re-opened to the public at 6.25pm.

12.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

COUNCIL RESOLUTION 110/20

That Council:

- 1. Awards Request for Tender 04-1920 for 'Tree Pruning Services' to BDA Tree Lopping for a period of three (3) years in accordance with the submitted tender.*
- 2. Authorises this resolution to be published in the Council minutes.*

CARRIED

13 CLOSURE

The Shire President advised that the next Ordinary Council Meeting will be held on Wednesday 26 August 2020 commencing at 5.00pm in the Shire of Donnybrook Balingup Council Chamber.

The Shire President declared the meeting closed at 6.25pm.

Subject Site



Shire of Donnybrook-Balingup Scheme Amendment No. 13

LOT 176 SOUTH WESTERN HIGHWAY, DONNYBROOK





PLANNING AND DEVELOPMENT ACT 2005
RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME
SHIRE OF DONNYBROOK - BALINGUP

LOCAL PLANNING SCHEME NO.7

AMENDMENT NO. 13

RESOLVED that the Council, in pursuance of Section 75 of the Planning and Development Act 2005, amend the above local planning scheme by:

- I. Amending Schedule 6 – Additional Uses, to include an additional use of ‘Industry-light’ for Lot 176 South Western Highway, as follows:

Schedule 6 – ADDITIONAL USES

No.	Description of Land	Additional Use(s) Permitted	Conditions of Use
A6	Lot 176 South Western Highway, Donnybrook	Industry-light	Landscaping along the highway interface to the satisfaction of the local government. Local Area Plan to be prepared to the create a unified theme and consistency with setbacks, building orientation and façade treatments visible from the South West Highway, and internal landscaping treatments, signage control and access points. Notice on title to advise of potential impacts on local amenity resulting from business activity.

- II. Amending the Scheme Map accordingly

The Amendment is standard under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reason(s):

- Proposed changes to the Scheme Map are consistent with a Local Planning Strategy endorsed by the Commission
- The amendment would have minimal impact on land in the scheme area that is not the subject of the amendment
- The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area

Dated this _____ day of _____ 20____ .

CHIEF EXECUTIVE OFFICER

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FS 536019



DOCUMENT CONTROL

Control Version	Date	Status	Distribution	Comment
A	21/6/2019	Draft	HD	For QA
B	27/6/2019	Final	Client	For Comment
C	9/7/2019	Final	WAPC/LG	For Lodgement
D	5/8/2019	Final	WAPC/LG	Amended to incorporate LG response 2.8.19

Prepared for: Inneka Thiel
Prepared by: DC
Reviewed by: LB

Date: 5 August 2019
Job No: 21877
Ref: D

DISCLAIMER

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This document has been exclusively drafted. No express or implied warranties are made by the Consultant regarding the research findings and data contained in this report. All of the information details included in this report are based upon the existent land area conditions and research provided and obtained at the time the Consultant conducted its analysis.

Please note that the information in this report may not be directly applicable towards another client. The Consultant warns against adapting this report's strategies/contents to another land area which has not been researched and analysed by the Consultant. Otherwise, the Consultant accepts no liability whatsoever for a third party's use of, or reliance upon, this specific document.

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MINISTER FOR PLANNING

PROPOSAL TO AMEND A LOCAL PLANNING SCHEME

LOCAL AUTHORITY	SHIRE OF DONNYBROOK – BALINGUP
DESCRIPTION OF TOWN PLANNING SCHEME	LOCAL PLANNING SCHEME NO. 7
TYPE OF SCHEME	LOCAL PLANNING SCHEME
NO. OF AMENDMENT	AMENDMENT NO. 13
AMENDING SCHEDULE 6 TO INCLUDE AN ADDITIONAL USE OF 'INDUSTRY-LIGHT' FOR LOT 176 SOUTH WESTERN HIGHWAY, DONNYBROOK, AND AMENDING THE SCHEME MAP ACCORDINGLY.	

1 INTRODUCTION

This report has been prepared on behalf of the Landowner to support the initiation of Amendment no. 13 to the Shire of Donnybrook-Balingup Local Planning Scheme No. 7 (LPS 7).

This Scheme Amendment seeks to amend Schedule 6 – Additional Uses of LPS 7, to include an additional use of 'Industry-light' for Lot 176 South Western Highway, as follows:

Schedule 6 – ADDITIONAL USES

No.	Description of Land	Additional Use(s) Permitted	Conditions of Use
A6	Lot 176 South Western Highway, Donnybrook	Industry-light	Landscaping along the highway interface to the satisfaction of the local government. Local Area Plan to be prepared to the create a unified theme and consistency with setbacks, building orientation and façade treatments visible from the South West Highway, and internal landscaping treatments, signage control and access points. Notice on title to advise of potential impacts on local amenity resulting from business activity.

The subject site was zoned Special Use no. 17 (SU17) under the previous Shire of Donnybrook-Balingup Town Planning Scheme no. 4 (TPS 4), which acknowledged “*The purpose of this Special Use zone is to allow Lot 176 to be developed for light industry/commercial uses, while ensuring that a high level of amenity is achieved.*”



Amendment 13 simply seeks to provide Council with increased flexibility to consider a wider range of suitable land uses for this site, as previously available under TPS 4.

Importantly, Amendment 13 will not result in any changes to the quantity of Commercial zoned land available within the Donnybrook townsite. However, the amendment will assist with addressing a shortfall of land available for Light Industry use in this locality.

It is respectfully requested the Shire of Donnybrook-Balingup support Amendment 13 to LPS 7.

2 SUBJECT LAND AND TITLE INFORMATION

The 'subject site' is located at Lot 176 South Western Highway, Donnybrook - on the southern side of the South Western Highway, approximately 600m north-west of the Donnybrook Post office.

A location plan of the subject site is included at **Figure 1**.

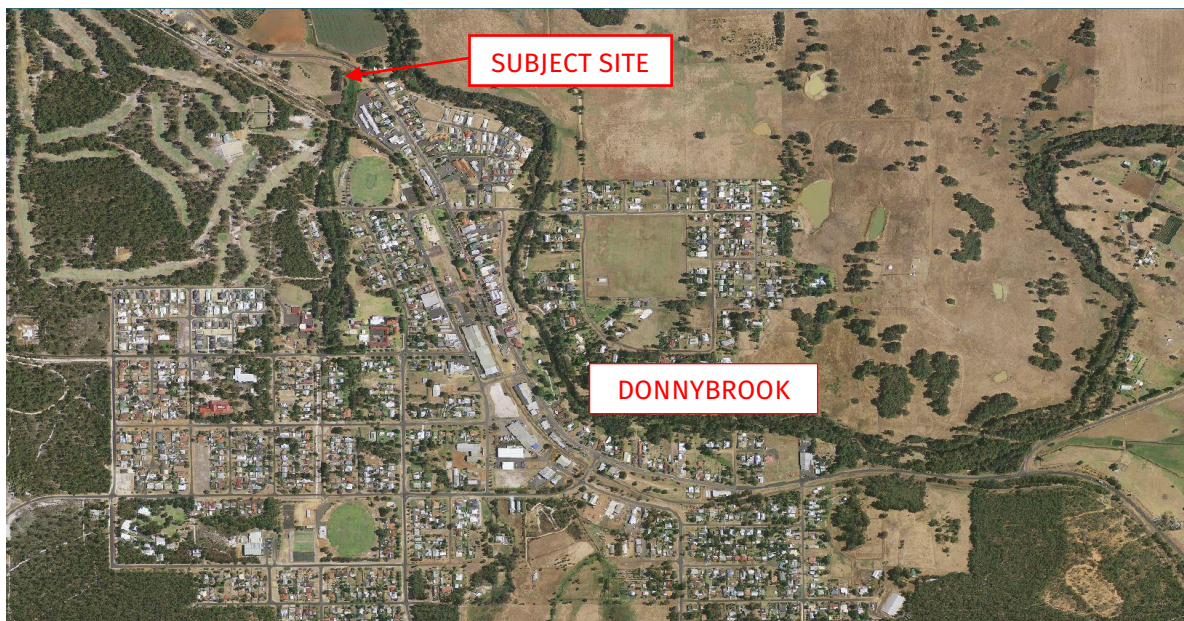


FIGURE 1 – LOCATION PLAN

(source: Landgate)

Particulars of the landholding and ownership are contained in **Table 1** below.

Landowner:	INNEKA THIEL			
Lot No.	Vol/Folio	Plan/Diagram	Area	Road Name/No.
Lot 176	2542/882	DP29609	1.9048ha	South Western Highway

TABLE 1 – SUMMARY OF LAND

A copy of the Certificate of Title and Deposited Plan are included at **Appendix A**.



3 LAND USE

3.1 Existing Land Use

The subject site is not currently used for any specific land use. The landholding is vacant and predominately cleared of vegetation, with the exception of a small pocket of Tasmanian Blue Gums located adjacent the western and eastern boundary(s), and a row of fruit trees in the central portion of the site.

An aerial photograph of the subject site is included at **Figure 2**.



Figure 2: Subject site aerial photo (source: Landgate)

3.2 Surrounding land uses and zones

The subject site is zoned 'Commercial' under the Shire of Donnybrook-Balingup Local Planning Scheme 7 (LPS 7). To the north of the subject site, on the opposite side of South Western Highway, the land is zoned Priority Agriculture and contains an orchard. Land abutting the western boundary of the site is zoned Light Industry, and contains light industrial uses (*Blackwood Tank Service*). A railway reserve is located to the south of the subject site, and residential and commercial uses to the south east.

Figure 3 below shows the existing zoning of the subject site and surrounding area.

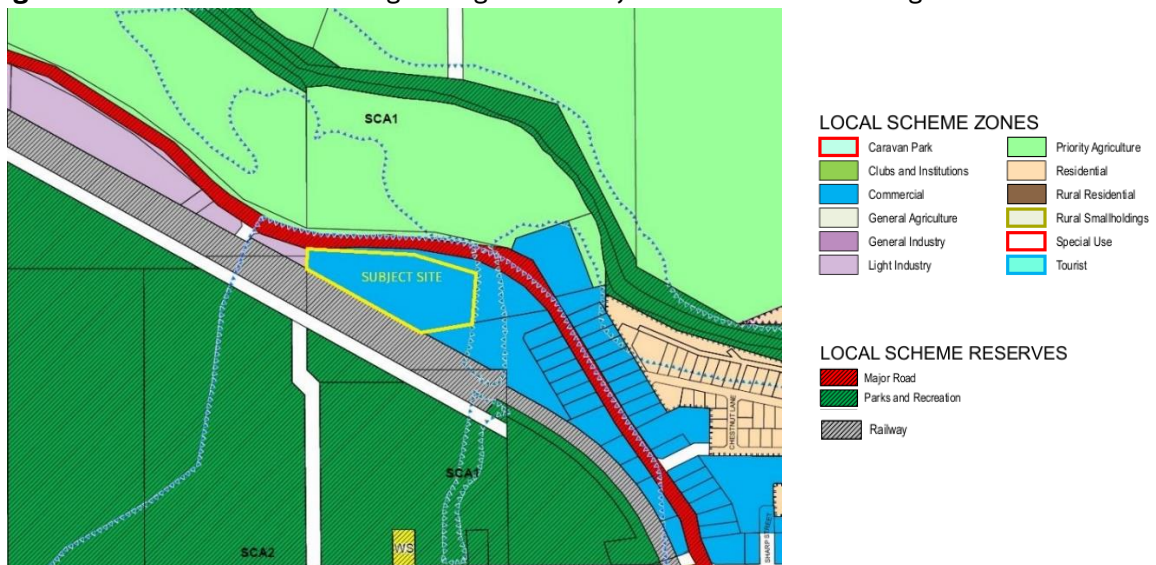


Figure 3: Zoning Map (source: DPLH)



4 PLANNING FRAMEWORK

4.1 Planning Background

The Shire of Donnybrook-Balingup Town Planning Scheme No. 4 (TPS 4) was gazetted on 11 March 1994, and controlled the types of land uses and development allowed in different zones within the Scheme Area.

Scheme Amendment 65 to TPS 4 was gazetted 12 June 2009, rezoning the subject site from *Intensive Farming* to *Special Use No. 16*. Special condition (ii) of Schedule 4 acknowledged:

“The purpose of this Special Use zone is to allow Lot 176 to be developed for light industry/commercial uses, while ensuring that a high level of amenity is achieved.”

Special condition (iii) of Schedule 4 identified various land uses that could be considered and approved by the Council on the subject site, including (but not limited to) *Light Industry* and *Motor Vehicle Repairs*.

Gazettal of LPS 7 (19 September 2014) replaced TPS 4, and resulted in zoning of the subject site changing from *Special Use No. 16* to *Commercial*. This Amendment simply seeks to reintroduce the ability for Council to consider suitable Industry-light land use(s) on the subject site.

4.2 Shire of Donnybrook-Balingup Planning Strategy

The Shire of Donnybrook-Balingup Local Planning Strategy (the ‘Strategy’) sets out the long term planning direction of the Shire, and has regard to all relevant State and Regional Planning policies.

Strategic planning objectives applicable to this Amendment, include:

- Maximising the range of appropriate uses in the town centre;
- Increasing the level of employment self-sufficiency within the Shire by providing appropriately zoned land for a variety of land uses and businesses;
- Encouraging the establishment of businesses in appropriate locations throughout the Shire provided relevant planning issues are addressed for the business (including addressing off-site impacts, appropriate servicing and environmental considerations); and
- Providing for development or redevelopment of land within the Commercial zone for a broad range of uses, which the local government considers appropriate to the town centre serving the residents and visitors.

Amendment 13 is consistent with the above objectives of the Strategy, as demonstrated in the following:

- The Amendment seeks to accommodate a wider range of land uses available in the town centre, by introducing *Industry-light* as an additional land use for Lot 176 South Western Highway.
- Industry-light is a suitable land use for the subject site, as confirmed by previous zoning under TPS 4. This amendment simply seeks to provide the necessary framework to enable Council (again) to consider Industry-light land uses on the subject site.
- Commercial zoning of the subject site will be unaffected, and no reduction to the amount of commercially zoned land available in the Scheme Area will result from this amendment.
- Amendment 13 provides increased flexibility for the local government to approve a wider range of suitable land uses on the subject site, and will assist with facilitating (limited) new employment opportunities within the Shire.



4.3 Shire of Donnybrook – Balingup Local Planning Scheme No. 7

The subject land is zoned *Commercial* under the Shire of Donnybrook – Balingup’s Local Planning Scheme No 7 (LPS 7). LPS 7 acknowledges:

The purpose of the Commercial zone is to provide for retail shopping, office and commercial development together with social, recreational, community, tourist, entertainment and residential activities to service the populations of surrounding areas along with visitors to the area.

No changes to the Commercial zoning will result from this amendment.

This Scheme Amendment seeks to vary Schedule 6 – Additional Uses of LPS 7, to permit an additional use of ‘Industry-light’ on Lot 176 South Western Highway Donnybrook, as follows:

Schedule 6 – ADDITIONAL USES

No.	Description of Land	Additional Use(s) Permitted	Conditions of Use
A6	Lot 176 South Western Highway, Donnybrook	Industry-light	Landscaping along the highway interface to the satisfaction of the local government. Local Area Plan to be prepared to the create a unified theme and consistency with setbacks, building orientation and façade treatments visible from the South West Highway, and internal landscaping treatments, signage control and access points. Notice on title to advise of potential impacts on local amenity resulting from business activity.

LPS 7 defines Industry-light, as an industry:

- (a) *in which the processes carried out on, the machinery used, and the goods and commodities carried to and from the premises do not cause any injury to or adversely affect the amenity of the locality;*
- (b) *The establishment or conduct of which does not, or will not, impose an undue load on any existing or proposed service for the supply or provision of essential services;*

This Amendment will provide increased flexibility to the local government to consider a wider range of suitable land uses and businesses on the subject site, including (but not limited to);

- motor vehicle panel beating
- spray painting and chassis reshaping
- boat building and maintenance
- metal coating
- joinery and woodworking

Although emissions (gas, noise, dust, odour, risk) from most Industry-light activities are generally containable onsite, any proposed industries that require offsite buffers should be assessed on a case by case basis to identify their appropriateness for the site.

Prior to lodgement of Amendment 13, consultation with the Shire’s Planning department identified “Additional Use” zoning as the most appropriate way to proceed due to the fact that the base



Commercial zoning of the subject site would be retained, and no changes to the amount of land zoned for Commercial purposes in the Donnybrook town site will result. At the same time it was noted that Industry-light activities and uses permitted under the Commercial zone were not dissimilar and therefore, while opening the site to additional activities, this proposal would not allow for incompatible uses on the subject land.

4.4 SPP 3.7 – Planning in Bushfire Prone Areas (SPP 3.7)

A portion of the subject site is designated as bushfire prone under the Department of Fire and Emergency's Bushfire Prone Mapping. Planning Bulletin 111/2016 (PB 111) provides guidance to decision makers when assessing strategic planning proposals relating to land use planning within bushfire prone areas.

PB 111 notes that application of State Planning Policy 3.7 (SPP 3.7) by decision makers should occur *practically and reasonably, and there may be no practical reason to require a fire assessment for proposals that do not result in the intensification of development (or land use)*. As this amendment does not propose development or land use intensification (i.e. the proposal simply seeks to allow for a wider range of activities), there is no practical reason for a fire assessment to accompany this amendment.

Importantly, should development be proposed on a portion of the site identified as bushfire prone in the future, a development application will need to be accompanied by a bushfire assessment demonstrating a manageable bushfire risk in accordance with SPP 3.7.

4.5 Planning considerations – Access

Access to the subject lot is via a crossover directly from South Western Highway. No changes to the existing access arrangements are required to support this amendment. At the same time it is noted that an existing Subdivision Guide Plan for the property details possible future land development and highway access options.

4.6 Planning considerations – Drainage

The lot size and soil characteristics are suitable for all drainage to be contained onsite. There will be no direct discharge of stormwater into Noneycup Creek.

No changes to the sites existing drainage arrangements are required to support this amendment.

4.7 Planning considerations – Effluent Disposal

The Water Corporation has advised the subject land is outside the Water Corporation's wastewater operating licence areas and as such a reticulated sewer service is not available to service the land.

As part of Scheme Amendment 65 to TPS 4, a geotechnical assessment was completed by Structerre Consulting Group. This assessment concluded that the site is suitable for on-site effluent disposal, but recommended that septic tanks will need to be at least 4 metres from building foundations.

No changes are required to the existing effluent disposal arrangements to support this amendment.



4.8 Planning considerations – Power and Water

Reticulated power and water service(s) are available to service the subject site. No changes to the existing power and water service arrangements are required to support this amendment.

4.9 Planning considerations – Visual Amenity

The subject site is located at the northern entry to the Donnybrook Townsite. As the site is currently undeveloped vacant land, all future development will need to ensure an appropriate interface with South Western Highway, which may include the use of landscaping to soften and improve the amenity.

No changes to the existing provisions relating to visual amenity are required to support this amendment.



5 REZONING PROPOSAL AND JUSTIFICATION

The purpose of this Amendment is to include Additional Use Site No. 16 into Schedule 6 of LPS 7, enabling the local government to consider approval of *Industry-light* land use(s) on the subject site, including (but not limited to):

- motor vehicle panel beating
- metal coating
- spray painting and chassis reshaping
- joinery and woodworking
- boat building and maintenance

Further support for Amendment No. 13, include(s):

- The amendment seeks to introduce an additional use to the subject site, to enable the local government to consider a wider range of suitable land uses for the locality.
- The amendment will not result in any changes to the availability of land zoned Commercial within the Donnybrook town site, or Scheme Area.
- The majority of General Industry land in the Shire is developed and Light Industry zoned is also limited. The inclusion of *Industry-Light* as an *Additional Use* on the subject site provides increased flexibility for the Shire to consider a broader range of suitable (industry) land uses in this locality.
- Land adjoining the western boundary of the subject site is zoned *Light Industry*, with *Industry-light* land uses permitted on the neighbouring property. This amendment will therefore not result in an increased risk of land use conflict with the surrounding areas.
- The Scheme provides a suitable separation distance is provided between the subject site and the nearest residential zone, providing further support that this amendment will not result in land use conflict.
- A natural buffer is present in the locality, with a creek line located adjacent the eastern boundary. This may assist Council to consider a broader range of Industry-Light uses that potentially require an off-site buffer.
- Similar land uses are able to occur in the Commercial and Light Industry zone(s) under LPS 7. This Amendment will provide Council with increased flexibility to consider additional Industry-Light land use that are suitable for this location.
- Previous support for Industry-Light land uses on the subject site was provided under TPS 4. This amendment simply seeks to provide the local government the flexibility ability to (again) consider suitable Industry-light uses under the current Local Planning Scheme.
- Importantly, Commercial zoning of the property will be retained, and all land uses currently permitted on the subject site will continue to be available for consideration and approval by the local government.

5.1 Scheme Map Modifications

In order to facilitate this Amendment it is necessary to modify the Shire of Donnybrook-Balingup Local Planning Scheme No. 7 Map to identify the subject site as Additional Use 6 (A6).

A copy of the proposed changes to the Scheme Map are included later in this document.



6 CONCLUSION

Amendment No. 13 to the Shire of Donnybrook-Balingup Local Planning Scheme No. 7 seeks to introduce Additional Use Site No. 6 (A 6) into Schedule 6 of the LPS 7 for Lot 176 South Western Highway, Donnybrook, and amend the Scheme Map accordingly.

This Amendment supports the following objectives:

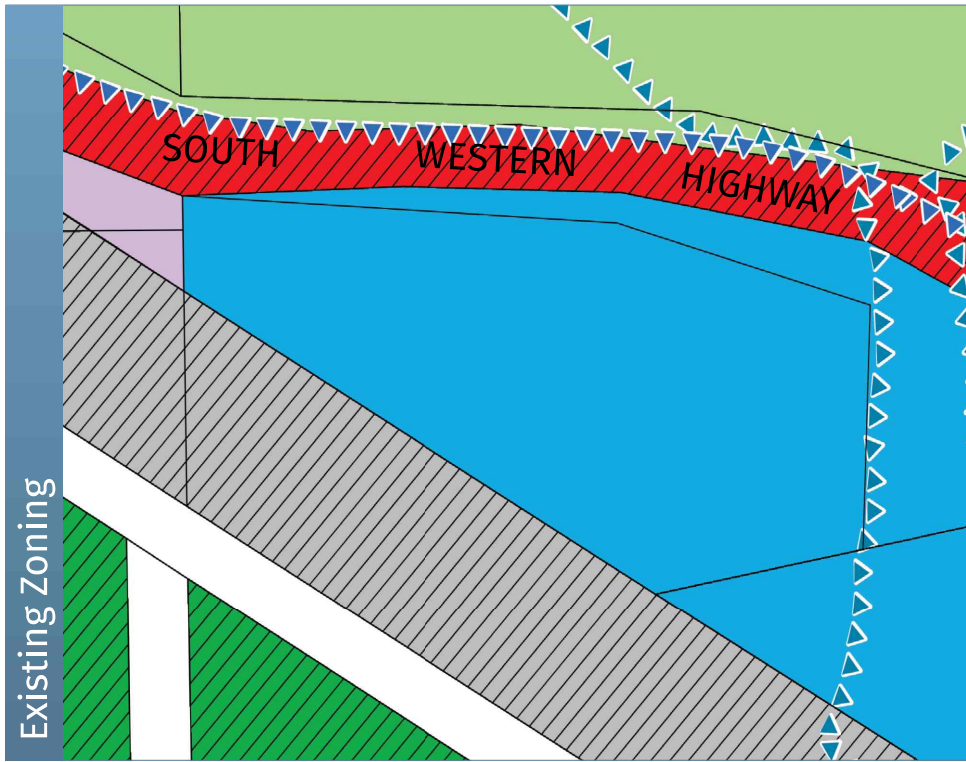
- The amendment will not result in any changes to the availability of land zoned Commercial within the Donnybrook town site, or Scheme Area.
- This amendment will assist in addressing a shortage of fully developed land available for light industry, and responds to market demand for this locality.
- This amendment will not result in an increased risk of land use conflict with the surrounding areas.
- This amendment seeks to reintroduce the ability for Council to consider a broader range of suitable land uses for the subject site that were available previously under TPS 4.
- Provides additional opportunities to generate additional employment and business opportunities within the Donnybrook town centre.
- No changes to the existing infrastructure or services are required to support this amendment.
- Importantly, Commercial zoning of the property will be retained, and all land uses currently permitted on the subject site will continue to be available for consideration and approval by the local government.

It is respectfully requested the Shire of Donnybrook-Balingup support Amendment 13.




SHIRE OF DONNYBROOK-BALINGUP

Local Planning Scheme No. 7




Amendment No. 13







LOCAL SCHEME RESERVES

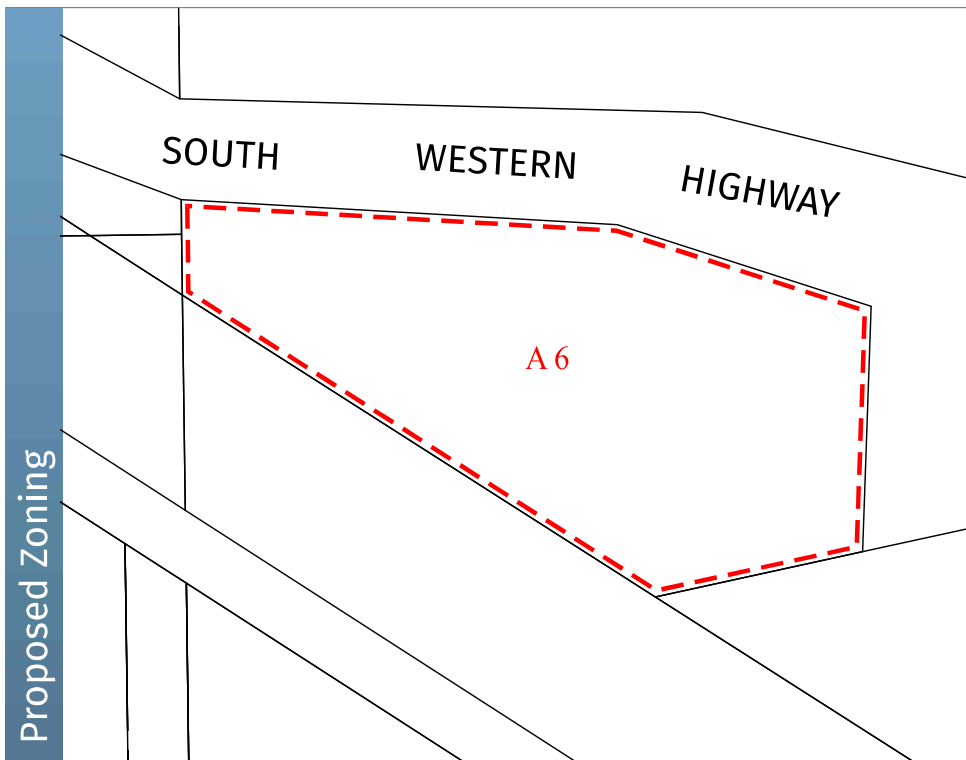
-  Major Road
-  Parks and Recreation
-  Railway

LOCAL SCHEME ZONES

-  Commercial
-  Light Industry
-  Priority Agriculture

OTHER CATEGORIES

-  Additional Uses
-  SCA1 Flood Prone Land
-  SCA2 Public Drinking Water Source Protection
-  No Zone



PLANNING AND DEVELOPMENT ACT 2005
SHIRE OF DONNYBROOK-BALINGUP

LOCAL PLANNING SCHEME NO.7

AMENDMENT No. 13

The Shire of Donnybrook-Balingup under and by virtue of the powers conferred upon it in that behalf by the Planning and Development Act 2005 hereby amends the above local planning scheme by:

1. Amending Schedule 6 – Additional Uses, to include an additional use of ‘Industry-light’ for Lot 176 South Western Highway, as follows:

Schedule 6 – ADDITIONAL USES

No.	Description of Land	Additional Use(s) Permitted	Conditions of Use
A6	Lot 176 South Western Highway, Donnybrook	Industry-light	Landscaping along the highway interface to the satisfaction of the local government. Local Area Plan to be prepared to the create a unified theme and consistency with setbacks, building orientation and façade treatments visible from the South West Highway, and internal landscaping treatments, signage control and access points. Notice on title to advise of potential impacts on local amenity resulting from business activity.

2. Amending the Scheme Map accordingly

PLANNING AND DEVELOPMENT ACT 2005

SHIRE OF DONNYBROOK-BALINGUP

LOCAL PLANNING SCHEME NO.7

AMENDMENT No. 13

ADOPTION:

Adopted by resolution of the Council of the Shire of Donnybrook-Balingup at the meeting of the Council held on the _____ day of _____ 201__:

Mayor

Chief Executive Officer

FINAL APPROVAL:

Adopted for final approval by resolution of the Shire of Donnybrook-Balingup at the meeting of the Council held on the _____ day of _____ 201__ and the Common Seal of the municipality was pursuant to that resolution hereunto affixed in the presence of:

Mayor

Chief Executive Officer

RECOMMENDED / SUBMITTED FOR FINAL APPROVAL:

Delegated under s.16 of the PD Act 2005

Date

FINAL APPROVAL GRANTED:

Minister for Planning

Date

APPENDIX A | CERTIFICATE OF TITLE

WESTERN



AUSTRALIA

REGISTER NUMBER 176/DP29609	
DUPLICATE EDITION 1	DATE DUPLICATE ISSUED 4/1/2006

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME **2542** FOLIO **882**

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 176 ON DEPOSITED PLAN 29609

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

INNEKA THIEL OF POST OFFICE BOX 682, DONNYBROOK

(T J553756) REGISTERED 16/12/2005

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP29609
 PREVIOUS TITLE: 1254-990
 PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.
 LOCAL GOVERNMENT AUTHORITY: SHIRE OF DONNYBROOK-BALINGUP

NOTE 1: I512259 THIS LOT/TITLE CREATED AFTER PORTION OF THE LAND TAKEN FROM THE FORMER LOT WITHOUT PRODUCTION OF THE DUPLICATE TITLE BY TAKING ORDER I512259. CURRENT DUPLICATE FOR THE WITHIN LAND IS STILL VOL 1254 FOL 990

Schedule of Submissions for Amendment No.13 to Local Planning Scheme No.7

No	Name & Address	Description of affected property	Summary of Submission	Officer Comment
1	RJ & VJ Fewster	<p>Owners Lot 6, 18372 South Western Highway, Donnybrook – (Donnybrook Accident Repair Centre)</p> <p>Residential 54 Miller Road, Donnybrook</p>	<p>Objects to the proposal.</p> <ol style="list-style-type: none"> 1. Access to this property from the highway for an industrial property would be extremely dangerous as it is in an 80km zone but more so on a large bend and with many large trucks on the Highway it would be a major hazard. 2. A natural water course runs through this property and could be affected by any industry which would operate on this Lot. 	<p>Noted.</p> <p>The proposal was referred to MRWA who have advised they have no objection to the proposed Amendment however any new access to the South Western Highway, triggered by subdivision or new development on the land, will be required to be constructed to MRWA standards.</p> <p>Noneycup Creek is recognised as Flood Prone land by the Special Control Area 1 (SCA1) that applies under the Scheme. This effectively limits any new development occurring within the waterway unless it does not impede the flow of water including during a flood. Any new development within the SCA1 compels referral to the Department of Water and Environmental Regulation (DWER).</p> <p>The proposal was referred to DWER which does not raise concern about the watercourse, and which also recommends additional Scheme obligations via this amendment to require connection to reticulated sewer and appropriate stormwater management.</p>

No	Name & Address	Description of affected property	Summary of Submission	Officer Comment
			<p>3. Property is very close to Residential homes and any noise and fumes from any proposed industry would be a major issue.</p> <p>4. We feel it would be an unappealing entrance to the town considering there is a sufficient Light Industrial Area at Sandhills Road.</p> <p>5. We own and operate a Motor Vehicle Repair shop situated only half km from this site -there is also the possibility of a business of the same nature opening and that would be a detriment to our business.</p>	<p>'Industry – light' by definition should not affect the amenity of the locality. Any future development would require further development approval which provides the opportunity to assess the potential impact and place conditions on any approval granted.</p> <p>There are proposed Scheme provisions as part of the officer recommendation that go over and above those proposed by the applicant to address streetscape concerns, noting that the property is a highly visible one on the entrance to the Donnybrook townsite. This includes the requirement for a Local Development Plan to be prepared that will ensure that design outcomes are appropriate for the site.</p> <p>Whilst staff acknowledge the existence of the Sandhills Rd LIA, the increased exposure on the highway, separation from the main Donnybrook town centre and proximity to other properties used for similar light industrial purposes, suggests the proposed use may be appropriate.</p> <p>Potential competition between private business enterprises is not a valid planning consideration.</p>

No	Name & Address	Description of affected property	Summary of Submission	Officer Comment
			<p>6. We feel this property would be better put to use as residential subdivision as Donnybrook is a growing community and extra residential blocks would be more appealing.</p> <p>We do hope our concerns will be given consideration.</p>	<p>Noted. The Shire can only consider the Amendment as it has been presented. The land is already zoned Commercial and the Amendment does not seek to change this underlying zoning.</p> <p>Noted.</p>
2	Bernie Dawson	18392 South Western Highway, Donnybrook	<p>Objects to the proposal.</p> <p>It is with regret that we cannot support the proposal on the following grounds:</p> <p>1. <u>Aesthetically</u></p> <p>The proposal's location is essentially within the main street of Donnybrook, therefore the light industry amendment to Lot 176 will detrimentally affect the town's vista when arriving or leaving the northern end of the Donnybrook townsite. Lot 176 is elevated and industrial buildings such as high sheds placed on this site will be difficult to conceal. There is also a probability that the rear of some buildings may face the main street (South Western Highway) and possible degrade the area's amenity.</p>	<p>Design outcomes will be controlled through the preparation of a Local Development Plan to ensure that development is of an appropriate standard for the entry into Donnybrook. Officers are recommending approval of the LDP be required prior to any development and/or subdivision.</p> <p>Furthermore, any future development would require development approval from Council and is subject to Local Planning Policy 9.17 <i>Industrial and Commercial Development Control</i> which is further addressed in this report.</p>

No	Name & Address	Description of affected property	Summary of Submission	Officer Comment
			<p>2. <u>Heritage:</u></p> <p>The proposed industry light amendment of Lot 176 is adjacent to a heritage listed property. The Anchor & Hope Inn is believed to be the oldest habitable building in Donnybrook dating back to 1845 with the clay for the buildings mud bricks being sourced close to the Noneycup Creek. The Heritage Council of Western Australian describes this building as being in Donnybrook's main street. The vista from this remarkable heritage building and the amenity that currently exists at this site needs to be considered given its future development potential as a major tourist attraction.</p> <p>3. <u>Environmental:</u></p> <p>Lot 176 borders Noneycup Creek which feeds into the Preston River and there is a significant likelihood that any spillage of solvents, chemicals etc. occurring on this site will enter these water courses. Considering the proposal's proximity to Noneycup Creek and the number of septic tanks and leach drains that may be generated, access to the deep sewer system should be applied to this</p>	<p>The Anchor & Hope Inn is identified in the Shire's Municipal Heritage Inventory, however is not on the State Register of Heritage Places which would trigger the requirement for the proposal to be referred to the State Heritage Office for comment. The property is already zoned for Commercial use and the proposed LDP and Scheme provisions can adequately address amenity concerns.</p> <p>See comments above at Submission 1.</p>

No	Name & Address	Description of affected property	Summary of Submission	Officer Comment
			<p>proposal. Light Industrial Areas (LIA) are renowned for the storage of dangerous goods and combustible materials hence Lot 176 is not an appropriate location for industry light status due to its proximity to residences and the town centre.</p> <p>4. <u>Existing LIA:</u></p> <p>LIA's already exist along South Western Highway, Collins Street, Ramsay Terrace and Sandhills Road. The proposal to create additional light industry areas appears to be unwarranted and further LIA would be better pursued by infill of existing areas and supplementary development of the Sandhills Road LIA, particularly considering the location of this area within the Donnybrook townscape.</p> <p>5. <u>Entry and Egress:</u></p> <p>Lot 176 will not have adequate sightlines for heavy vehicles servicing the proposed industry light area due to the existing road design and bends on South West Highway. Trucks entering and egressing will cause traffic queuing which will further exacerbate</p>	<p>See comments above at Submission 1.</p> <p>See comments above at Submission 1.</p>

No	Name & Address	Description of affected property	Summary of Submission	Officer Comment
			<p>the traffic issues that already exist on Donnybrook's main street.</p> <p>6. <u>Future planning use:</u></p> <p>Lot 176 is currently zoned 'Commercial' with an area of 1.9048 ha, it makes good planning sense to retain the commercial only zoning of Lot 176 given its unique size and proximity to the town centre with pedestrian pathways already in place. The site has excellent potential for future development for tourism, hospitality industry, large retain space or Government Department offices ie DBCA or similar.</p> <p>7. <u>Council control on development:</u></p> <p>The proposed amendment lists several suitable land uses and businesses that could be included on the subject site if rezoned, including:</p> <ul style="list-style-type: none"> • Motor vehicle panel beating • Spray painting and chassis reshaping • Boat building and maintenance • Metal coating 	<p>The proposed provisions in Schedule 6 will ensure design outcomes are co-ordinated to a suitable standard reflecting the location of the site at the entry to town on the South Western Highway. These provisions will afford a higher level of control than is presently available under the present zoning and planning controls. It is noted that the opportunity for the site to be used for the purposes indicated will not change as part of this amendment.</p> <p>It is recommended that the proposed "Industry – light' land use be made "A" (discretionary, requiring advertising prior to a decision) rather than "P" (permitted). This will enable the local government more control and provide opportunity to publically advertise proposals. The key primary concerns about the uses regarding built form outcomes and impacts on the local environment can be suitably addressed through connection to reticulated sewer and the need for a Local Development Plan.</p>

No	Name & Address	Description of affected property	Summary of Submission	Officer Comment
			<ul style="list-style-type: none"> • Joinery and woodworking, but not limited to the above. <p>This raises the question – if the proposal was amended and Council refused any business application that may fit the amended Lot 176 – could the Council resolution to refuse planning consent be overturned by the State Administration Tribunal? If the answer is yes, then Council should not support the proposed amendment of Lot 176.</p>	<p>The submitter is correct in stating that any future decision of Council (including refusal of a development application or imposition of planning conditions) would be subject to review by the State Administrative Tribunal.</p>
3	Department of Primary Industries and Regional Development	Verschuer Place, Bunbury	No objection	Noted.
4	Main Roads Western Australia	MRWA South West region Bunbury	<p>No objection subject to the following comments:</p> <p>It is noted that the proponent has recently submitted an application for subdivision of the subject land with the WAPC Ref 158237.</p> <p>Main Roads has provided comments to the WAPC in regard to the proposed subdivision layout and access arrangements as shown in <i>italics</i> below.</p>	<p>Noted</p> <p>Noted. Whilst MRWA do not object to the proposal, it will require appropriate access from the South Western Highway to be located, designed and constructed to their standards. It is proposed that an additional condition of use be inserted into Schedule 6 to specify the need for the access arrangements and road upgrades to be to MRWA specifications.</p>

No	Name & Address	Description of affected property	Summary of Submission	Officer Comment
			<p>The comments below are provided for your information and these issues will need to be addressed at the subdivision stage.</p> <p><i>“Main Roads has concerns in regard to the proposed subdivision layout and access arrangements.</i></p> <p><i>The frontage of lot A to the proposed new local subdivision road is very narrow which would result in future driveway/access to the lot being close to the intersection of the proposed subdivision road and the South Western Highway.</i></p> <p><i>The close location of any future property driveway/access to the intersection will create potential for vehicle conflicts at the intersection which will detract from the function and safety of the highway and the intersection.</i></p> <p><i>It is noted that the previous subdivision approval for the subject lot WAPC Ref 139088 included proposed lots A and B as one lot.</i></p> <p><i>It is recommended that the local road frontage of proposed lot A be</i></p>	

No	Name & Address	Description of affected property	Summary of Submission	Officer Comment
			<p><i>increased to allow increased setback for any future driveway/access from the local road intersection.</i></p> <p><i>It is understood that the subject land is zoned commercial, hence future development of the site could generate significant traffic demands.</i></p> <p><i>The proposed new local subdivision road intersection with South Western Highway will need to be designed and constructed to the specifications and satisfaction of Main Roads including appropriate left and right turning treatments as required.</i></p> <p><i>The new intersection will also need to achieve required sightlines along South Western Highway in accordance with Austroads standards.</i></p> <p><i>To achieve required sightlines along South Western Highway for the proposed local road intersection may be costly in view of extensive earthworks which may be required adjacent to the highway.</i></p> <p><i>The proponent could give consideration to relocating the intersection further to the west to</i></p>	

No	Name & Address	Description of affected property	Summary of Submission	Officer Comment
			<p><i>improve sightlines without extensive earthworks.</i></p> <p><i>This would require the proponent to modify the proposed subdivision design which would also provide the opportunity to increase the local road frontage to proposed Lot A as discussed above.”</i></p>	
5	Department of Fire and Emergency Services	Albert Facey House 469 Wellington Street, Perth	<p>Comment.</p> <p>It is unclear from the documentation provided if the Shire has applied State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7) to this proposal.</p> <p>Exemptions from the requirements of SPP 3.7 should be applied pragmatically by the decision maker and are identified in Planning Bulletin 111/2016.</p> <p>Should you apply SPP 3.7 then, we request the relevant information pursuant to this policy be forwarded to DFES to allow us to review and provide bespoke comment prior to the Shire’s endorsement of the proposal.</p> <p>If there is some other reason which has given you cause to consider a referral</p>	<p>Noted.</p> <p>Noted. The proposal is not increasing the potential to add sensitive land uses to the site or increase development potential (density). Any future development and/or subdivision will need to address any bushfire planning considerations.</p>

No	Name & Address	Description of affected property	Summary of Submission	Officer Comment
			to DFES, could you please provide detail on the attached 'Referral to DFES Checklist'.	
6	Water Corporation	629 Newcastle Street, Leederville	<p>Comment.</p> <p>Reticulated water is currently available to the subject lot (see attached plan).</p> <p>The proposed changes to the Scheme do not appear to impact on Water Corporation's infrastructure or operations.</p>	<p>Noted.</p> <p>Noted – WC plan is provided in Attachment 4.</p> <p>Noted.</p>
7	Department of Health	189 Royal Street, East Perth	<p>Comment.</p> <p>The DOH has no objection to the amendment however it must be demonstrated that the lot is suitable for on-site effluent disposal via a site-specific site-and-soil evaluation in accordance with Australian New Zealand Standard 1547. A geotechnical assessment is not sufficient to determine the suitability of on-site effluent disposal.</p> <p>For more details please refer to the attached fact sheet "<i>Guidance on Site-and-soil evaluation for Onsite Sewage Management</i>".</p>	<p>Noted</p> <p>As per DWER's advice below, it is recommended additional Scheme provisions be included to require reticulated sewer for any future 'Industry – light' development and/or subdivision which will achieve a superior outcome than what is being suggested by the DoH.</p>

No	Name & Address	Description of affected property	Summary of Submission	Officer Comment
8	Department of Water and Environment Regulation	South West region, Bunbury	<p>Comment.</p> <p>Lot 176 has been subject to a previous referral to DWER from the WA Planning Commission, vis-à-vis sub division of the lot, refer to DWER's email response of 30 August 2019 (below) for your information.</p> <p>The sub-division appears to be 'on hold' and the effect of Amendment 13 on the subdivision proposal has not been explored. However:</p> <ul style="list-style-type: none"> • Key to the proposed amendment is that Lot 176 is located within the 'Donnybrook Water Reserve', a Public Drinking Water Source Area (PDWSA), while the southern half of Lot 176 is located within a Wellhead Protection Zone (WHPZ). <p>As such, the Shire must consider the amendment in context of the:</p> <p><i>'Donnybrook Water Reserve drinking water source protection plan, Department of Water, June 2009'</i> (DWR).</p> <p>Link:</p>	<p>Officers consider it reasonable to include additional provisions into Schedule 6 to achieve a suitably high standard of effluent and stormwater management, including the obligation for reticulated sewer.</p>

No	Name & Address	Description of affected property	Summary of Submission	Officer Comment
			<p data-bbox="656 301 1160 363">https://www.water.wa.gov.au/_data/assets/pdf_file/0016/4480/86570.pdf</p> <p data-bbox="656 400 1160 635">The DWR contains recommended protection strategies, such as priority areas and wellhead protection zones, to preserve water quality at its current level, or improve where practical, to provide a safe drinking water supply to the town of Donnybrook.</p> <p data-bbox="656 671 1111 734"><u>Public Drinking Water Source Area (PDWSA)</u></p> <p data-bbox="656 770 1155 973">Lot 176 is located entirely within a Priority 3 PDWSA, where the aim is to maintain the quality of the public drinking water source for as long as possible with the objective of risk management.</p> <p data-bbox="656 1010 1126 1040"><u>Wellhead Protection Zones (WHPZ)</u></p> <p data-bbox="656 1077 1160 1246">The southern half of Lot 176 is located within a WHPZ, a priority area where the aim is to ensure risks from contamination are avoided, minimised or managed.</p> <p data-bbox="656 1283 1160 1378">As such, with consideration for the assessment of the subdivision proposal, albeit without the additional</p>	

No	Name & Address	Description of affected property	Summary of Submission	Officer Comment
			<p>use of 'Industry-light', it is recommended that the Shire ensures an appropriate level of water source protection from any development on Lot 176.</p> <p>RECOMMENDATION:</p> <p>DWER recommends that 'Schedule 6 - Additional Uses' No. A6, pertaining to Lot 176 South Western Highway, Donnybrook, be amended to include two new Conditions of Use:</p> <ul style="list-style-type: none"> • The development shall be connected to a reticulated sewerage service. • Stormwater management systems shall be designed and constructed in accordance with DWER's 'Stormwater management manual' and 'Decision process for stormwater management in Western Australia.' <p>It is also noted that the eastern portion of Lot 176 is registered as a place within Western Australia that has been reported to the Registrar of Aboriginal Sites as a possible Aboriginal site</p>	<p>It is noted that this refers to Noneycup Creek and the entire Preston River system. The proposal is not proposing to impact on the water course and landscaping is proposed on this boundary to provide a buffer to the creek.</p>

No	Name & Address	Description of affected property	Summary of Submission	Officer Comment
			within the meaning of the <i>'Aboriginal Heritage Act 1972'</i> .	
9	Environmental Protection Authority	n/a	<p>The EPA provides the following advice:</p> <p><u>1. Inland waters, flora and vegetation</u></p> <p>The entire site is mapped as part of a Priority 3 Public Drinking Water Source Area (P3 PDWSA) and part of the site is within a Wellhead Protection Zone (WPZ).</p> <p>Any proposed on site wastewater treatment systems have the potential to impact the P3 and WPZ.</p> <p><u>2. Social surroundings</u></p> <p>Industrial development may impact on nearby future and existing residential development from potential noise, dust and odour.</p> <p>Development should consider the EPA's Guidance Statement No. 3 Separation Distances between Industrial and Sensitive Land Uses to manage potential impacts.</p>	<p>It is proposed to require the site to be connected to a reticulated sewer system.</p> <p>The proposed additional land use is for "Industry Light" (see above details in Submission 1). Planning conditions regarding design will ensure no material adverse impacts on residential properties.</p> <p>Noted.</p>


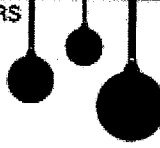
No	Name & Address	Description of affected property	Summary of Submission	Officer Comment
			<p>The EPA concludes that the implementation of the amendment can be managed to meet the EPS's environmental objectives for the above factors through existing and future local planning scheme provisions and planning processes. Future development applications should identify, manage and protect the above environmental factors.</p>	<p>Noted.</p>

①

Bob Wallin

From: SM Shire
Sent: Tuesday, 10 December 2019 2:20 PM
To: Bob Wallin; SM Records
Subject: FW: Your Ref OCOR45662

Tarnya Box
 Records Officer/Assistant Payroll Officer

	CHRISTMAS AND NEW YEAR OPENING HOURS		
	WEDNESDAY 25 DECEMBER	CLOSED	
	THURSDAY 26 DECEMBER	CLOSED	
	FRIDAY 27 DECEMBER	CLOSED	
	WEDNESDAY 1 JANUARY	CLOSED	
WISHING EVERYONE A SAFE AND HAPPY FESTIVE SEASON			



Shire of Donnybrook-Balingup

Cnr Bentley & Collins Streets, Donnybrook WA 6239 - PO Box 94, Donnybrook WA 6239

T: (08) 9780 4200 Direct: (08) 9780 4222 Fax: (08) 9731 1677

tarnya.box@donnybrook.wa.gov.au / records@donnybrook.wa.gov.au / employment@donnybrook.wa.gov.au / shire@donnybrook.wa.gov.au



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From: qualityrepairs@darc.net.au [mailto:qualityrepairs@darc.net.au]

Sent: Tuesday, 10 December 2019 11:22 AM

To: SM Shire <shire@donnybrook.wa.gov.au>

Subject: Your Ref OCOR45662

In reference to the above amendment of Lot 176 South Western Highway to introduce additional us "Light Industry" We wish to oppose this being approved.

1. Access to this property from the highway for an industrial property would be extremely dangerous as it is in an 80 Klm zone but more so on a large bend and with many large trucks on the Highway it would be a major hazard.
2. A natural water course runs through this property and could be affected by any industry which would operate on this Lot.
3. Property is very close to Residential homes and any Noise and Fumes from any proposed industry would be a major issue.

4. We feel it would be an unappealing entrance to the town being there is a sufficient Light Industrial area at Sandhills Road.
 5. Also as we Own and Operate a Motor Vehicle Repair shop situated only ½ KIm from this site there is also the possibility of a business of the same nature opening and that would be a detriment to our business.
 6. We feel this property would be better put to use as residential subdivision as advertised on the Real Estate For Sale as Donnybrook is a growing community and extra residential blocks would be more appealing.
- We do hope our concerns will be given consideration.

Kind Regards

R . J . & V . J . FEWSTER

13392 South Western Highway
PO Box 33
Donnybrook WA 6239



Ph. No. 08 97312 064
E: admin@dawsoncontracting.com.au

ABN: 45 065 441 045

Our ref: OC0393

Bob Wallin
Manager Development Services
Donnybrook Balingup Shire
PO Box 94
Donnybrook WA 6239

6th December 2019

Dear Bob

**RE: Planning and Development Act 2005 Shire of Donnybrook- Balingup
Notice of Amendment No 13 To Local Planning Scheme No 7**

Thank you for the notification regarding the above Notice of Amendment No 13 To Local Planning Scheme No 7.

It is with regret that we cannot support the proposal on the following grounds:

1. Aesthetically:

The proposal's location is essentially within the main street of Donnybrook, therefore the industry light amendment to Lot 176 will detrimentally affect the town's vista when arriving or leaving the northern end of the Donnybrook townsite. Lot 176 is elevated and industrial buildings such as high sheds placed on this site will be difficult to conceal. There is also a probability that the rear of some buildings may face the main street (South Western Highway) and possibly degrade the areas amenity.

2. Heritage:

The proposed industry light amendment of Lot 176 is adjacent to a heritage listed property. The Anchor & Hope Inn is believed to be the oldest habitable building in Donnybrook dating back to 1845 with the clay for the buildings mud bricks being sourced close to Noneycup Creek. The Heritage Council of Western Australia describes this building as being in Donnybrook's main street. The vista from this remarkable heritage building and the amenity that currently exists at this site needs to be considered given its future development potential as a major tourist attraction.

3. Environmental:

Lot 176 borders Noneycup Creek which feeds into the Preston River and there is a significant likelihood that any spillage of solvents, chemicals etc. occurring on this site will enter these water courses. Considering the proposals proximity to Noneycup Creek and the number of septic tanks and leach drains that may be generated, access to the deep sewer system should be applied to this proposal. Light Industrial Area's (LIA) are renowned for the storage of dangerous goods and combustible materials hence Lot 176 is not an appropriate location for industry light status due to its proximity to residences and the town centre.

4. Existing LIA:

LIA's already exists along South Western Highway, Collins Street, Ramsay Terrace and Sandhills Road. The proposal to create additional light industry areas appears to be unwarranted and further LIA would be better pursued by infill of existing areas and supplementary development of the Sandhills Road LIA, particularly considering the location of this area within the Donnybrook townscape.

5. Entry and Egress:

Lot 176 will not have adequate sightlines for heavy vehicles servicing the proposed industry light area due to the existing road design and bends on South West Highway. Trucks entering and egressing will cause traffic queuing which will further exacerbate the traffic issues that already exist on Donnybrook's main street.

6. Future planning use:

Lot 176 is currently zoned 'Commercial' with an area of 1.9048ha, it makes good planning sense to retain the commercial **ONLY** zoning of Lot 176 given its unique size and proximity to the town centre with pedestrian pathways already in place. The site has excellent potential for future development for tourism, hospitality industry, large retail space or Government department offices ie DBCA or similar.

7. Council control on development:

The proposed amendment lists several suitable land uses and businesses that could be included on the subject site if rezoned, including;

- Motor vehicle panel beating
- Spray painting and chassis reshaping
- Boat building and maintenance
- Metal coating
- Joinery and woodworking, **but not limited to the above.**

This raises the question - if the proposal was amended and Council refused any business application that may fit the amended Lot 176 - could the Council resolution to refuse planning consent be overturned by the State Administration Tribunal? If the answer is yes, then Council should not support the proposed amendment of Lot 176.

If you require further information, please contact Bernie Dawson on 0427943425

Yours sincerely,

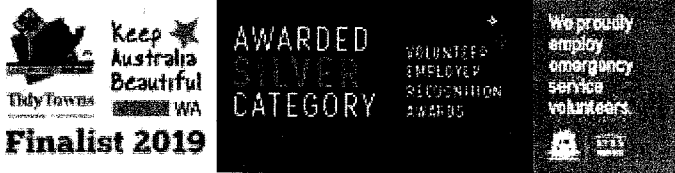
Bernie Dawson
On behalf of BR & DM Dawson

3

Bob Wallin

From: SM Shire
Sent: Tuesday, 19 November 2019 8:38 AM
To: Bob Wallin; SM Records
Subject: FW: Comment: Shire of Donnybrook Balingup - Request for comments on amendment 13

Tarnya Box
Records Officer/Assistant Payroll Officer



Shire of Donnybrook-Balingup
Cnr Bentley & Collins Streets, Donnybrook WA 6239 - PO Box 94, Donnybrook WA 6239
T: (08) 9780 4200 Direct: (08) 9780 4222 Fax: (08) 9731 1677
tarnya.box@donnybrook.wa.gov.au / records@donnybrook.wa.gov.au / employment@donnybrook.wa.gov.au / shire@donnybrook.wa.gov.au



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From: Leon van Wyk [mailto:leon.vanwyk@dpird.wa.gov.au]
Sent: Monday, 18 November 2019 11:13 AM
To: SM Shire <shire@donnybrook.wa.gov.au>
Subject: Comment: Shire of Donnybrook Balingup - Request for comments on amendment 13

Your reference: OCOR45663
Our reference: LUP 713
Enquiries: Leon van Wyk

Bob Wallin
Principal Planner
Shire of Donnybrook-Balingup

Box 94
DONNYBROOK WA 6239
hire@donnybrook.wa.gov.au

18 November 2019

Dear Bob

COMMENT: REQUEST FOR COMMENTS ON AMENDMENT 13 TO SHIRE OF DONNYBROOK-BALINGUP LOCAL PLANNING SCHEME NO 7

Thank you for the opportunity to comment on the proposed amendment to include an additional use (*Industry-light*) at Lot 176 South Western Highway, Donnybrook.

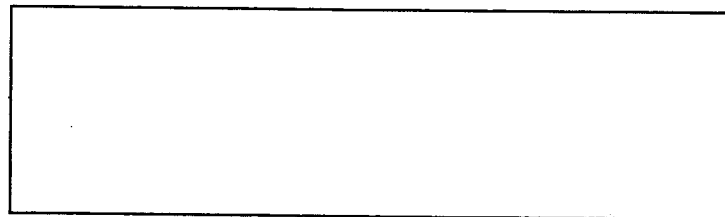
The Department of Primary Industries and Regional Development (DPIRD) does not object to the proposed amendment to include an additional use (*Industry-light*) at the abovementioned lot.

I trust these comments inform your decision on this matter. If you have any queries regarding the comments, please contact Leon van Wyk at (08) 9780 6171 or leon.vanwyk@dpiird.wa.gov.au.

Yours sincerely

Leon van Wyk | Development Officer
Agricultural Resource Management and Assessment
Sustainability and Biosecurity
Department of Primary Industries and Regional Development
Verschuer Place | Bunbury WA 6231
t +61 (0)8 9780 6171 | m +61 (0)427 086 946 | w dpiird.wa.gov.au

Protect Grow Innovate



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4

Bob Wallin

From: DAVIES Paul (Con) <paul.davies@mainroads.wa.gov.au>
Sent: Wednesday, 6 November 2019 10:49 AM
To: Bob Wallin
Cc: NAUDE Daniel (RCPM)
Subject: RE: Referral of proposed amendment 13 to Local Planning Scheme 7 (TP17 amd 13)

Hi Bob

I refer to your email below and advise that Main Roads has no objection to the proposed scheme amendment subject to the following comments.

It is noted that the proponent has recently submitted an application for subdivision of the subject land with the WAPC Ref 158237.

Main Roads has provided comments to the WAPC in regard to the proposed subdivision layout and access arrangements as shown in *italics* below.

The comments below are provided for your information and these issues will need to be addressed at the subdivision stage.

"Main Roads has concerns in regard to the proposed subdivision layout and access arrangements.

The frontage of lot A to the proposed new local subdivision road is very narrow which would result in future driveway/access to the lot being close to the intersection of the proposed subdivision road and the South Western Highway.

The close location of any future property driveway/access to the intersection will create potential for vehicle conflicts at the intersection which will detract from the function and safety of the highway and the intersection.

It is noted that the previous subdivision approval for the subject lot WAPC Ref 139088 included proposed lots A and B as one lot.

It is recommended that the local road frontage of proposed lot A be increased to allow increased setback for any future driveway/access from the local road intersection.

It is understood that the subject land is zoned commercial, hence future development of the site could generate significant traffic demands.

The proposed new local subdivision road intersection with South Western Highway will need to be designed and constructed to the specifications and satisfaction of Main Roads including appropriate left and right turning treatments as required.

The new intersection will also need to achieve required sightlines along South Western Highway in accordance with Austroads standards.

To achieve required sightlines along South Western Highway for the proposed local road intersection may be costly in view of extensive earthworks which may be required adjacent to the highway.

The proponent could give consideration to relocating the intersection further to the west to improve sightlines without extensive earthworks.

This would require the proponent to modify the proposed subdivision design which would also provide the opportunity to increase the local road frontage to proposed Lot A as discussed above."

If you have any queries please phone Daniel Naude

Regards Paul Davies

For Daniel Naude
ROAD CORRIDOR PLANNING MANAGER
Metropolitan and Southern Regions / South West



Bob Wallin

From: DFES Land Use Planning <advice@dfes.wa.gov.au>
Sent: Thursday, 31 October 2019 12:07 PM
To: Bob Wallin
Subject: Amend. 13 Local Planning Scheme No.7 for Lot 176 South Western Highway, Donnybrook DFES Response

DFES Ref: D10220
Your Ref: TP17/AMD13

Dear Sir

I refer to your e-mail dated 28 October 2019 in relation to the referral of Amendment 13 to Shire of Donnybrook – Balingup Local Planning Scheme No.7 for Lot 176 South Western Highway, Donnybrook.

It is unclear from the documentation provided if the Shire has applied State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7) to this proposal.

Exemptions from the requirements of SPP 3.7 should be applied pragmatically by the decision maker and are identified in Planning Bulletin 111/2016.

Should you apply SPP 3.7 then, we request the relevant information pursuant to this policy be forwarded to DFES to allow us to review and provide bespoke comment prior to the Shire’s endorsement of the proposal.

If there is some other reason which has given you cause to consider a referral to DFES, could you please provide detail on the attached ‘Referral to DFES Checklist’.

Regards

Craig Scott
Senior Land Use Planning Officer | Land Use Planning

Albert Facey House | 469 Wellington St, Perth WA 6000
T: 08 6551 4032 | E: advice@dfes.wa.gov.au | W: dfes.wa.gov.au



FOR A SAFER STATE



6

Development Services 629 Newcastle Street Leederville WA 6007 PO Box 100 Leederville WA 6902 T (08) 9420 2099 F (08) 9420 3193



Your Ref: OCOR45663
Our Ref: 57124696 - TPS364000
Enquiries: Ross Crockett
Direct Tel: 9420 2013

31st October 2019

Shire Of Donnybrook/Balingup
P.O. Box 94
DONNYBROOK WA 6239

Attention of: Bob Wallin

Re: Donnybrook/Balingup - L.P.S. No. 7 - Amendment No. 13

Thank you for your letter dated 28th October 2019. We offer the following comments in regard to this proposal.

Water

Reticulated water is currently available to the subject Lot. (See attached Plan)

The proposed changes to the Scheme do not appear to impact on Water Corporation's infrastructure or operations.

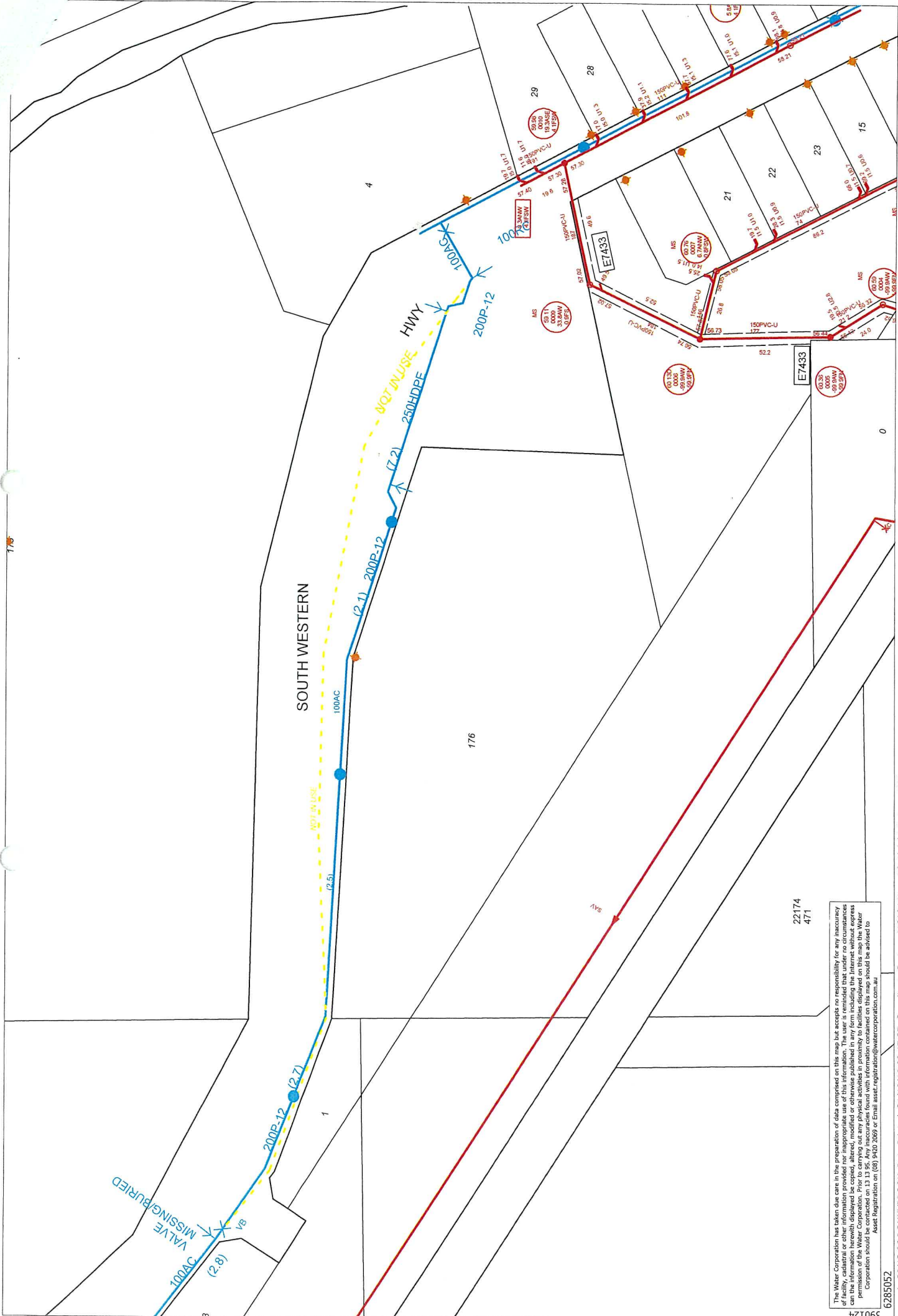
Please provide the above comments to the land owner, developer and/or their representative.

Should you have any queries or require further clarification on any of the above issues, please do not hesitate to contact the Enquiries Officer.

[Handwritten signature of Ross Crockett]

Ross Crockett
Development Planner
Land Planning
Assets Planning Group

SHIRE OF DONNYBROOK BALINGUP RECEIVED 06 NOV 2019
Record No: PA72625
File No: TP 17 AMD B
Officer: BW
X Ref:
Corresps:
Signed Off:



The Water Corporation has taken due care in the preparation of data comprised on this map but accepts no responsibility for any inaccuracy of facility, cadastral or other information provided nor inappropriate use of this information. The user is reminded that under no circumstances can the information hereon be copied, altered, modified or otherwise published in any form including the Internet without express permission of the Water Corporation. In trying out any physical activities in proximity to facilities displayed on this map the Water Corporation should be advised to Asset Registration on (08) 9420 2869 or Email: asset.registration@watercorporation.com.au

6285052
 Screen bg930/12.06 DONNYBROOK Date Printed: 31/10/19 09:17:37 Coordinate System: MGA94 Zone 50 Height Datum: AHD



Your Ref: TP17 AMD13 OCOR45663
Our Ref: F-AA-04736/5 D-AA-19/186301
Enquiries: Vic Andrich (08) 9222 2000

Mr Benjamin Rose
Chief Executive Officer
Shire of Donnybrook-Balingup
PO Box 94
DONNYBROOK WA 6239

Attention: Mr Bob Wallin, Principal Planner

SHIRE OF DONNYBROOK BALINGUP RECEIVED	27 NOV 2019	Record No: 1PA73022	File No: TP17 AMD13	Officer: BW	X Ref:	Corresps:	Signed Off:
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Dear Mr Rose

**LOCAL PLANNING SCHEME NO. 7, AMENDMENT NO. 13 – ADDITIONAL USE
'INDUSTRY LIGHT' – LOT 176 SOUTH WESTERN HIGHWAY, DONNYBROOK**

Thank you for your letter of 28 October 2019 requesting comments from the Department of Health (DOH) on the above proposal. The DOH provides the following comment:

Water Supply and Wastewater Disposal

The DOH has no objection to the amendment however it must be demonstrated that the lot is suitable for on-site effluent disposal via a site-specific site-and-soil evaluation in accordance with Australian New Zealand Standard 1547. A geotechnical assessment is not sufficient to determine the suitability for on-site effluent disposal.

For more details please refer to the attached fact sheet '*Guidance on Site-and-soil evaluation for Onsite Sewage Management*'.

Should you have any queries or require further information please contact Vic Andrich on (08) 9222 2000 or at ehinfo@health.wa.gov.au

Yours sincerely

Dr Michael Lindsay
**A/EXECUTIVE DIRECTOR
ENVIRONMENTAL HEALTH DIRECTORATE**

21 November 2019

Att.

Bob Wallin

From: Brendan Kelly <brendan.kelly@dwer.wa.gov.au>
Sent: Tuesday, 10 December 2019 10:55 AM
To: SM Shire
Cc: Bob Wallin
Subject: FW: WAPC 158237 - Lot 176 South Western Highway, Donnybrook - proposed commercial subdivision
Attachments: WQPN 25 __Land use compatibility tables for public drinking water source....pdf

10 December 2019

Our Reference: PA30380, DWERT51~28

Your Reference: LPS No. 7 - Amendment 13

To: Shire of Donnybrook-Balingup

From: Department of Water and Environmental Regulation

Attention: Bob Wallin

Re: Amendment 13 to Shire of Donnybrook-Balingup Local Planning Scheme No. 7 – Lot 176 South Western Highway, Donnybrook.

Dear Bob,

The Shire of Donnybrook-Balingup (the Shire) has referred Amendment 13 to the Department of Water and Environmental Regulation (DWER) for comment, including documentation:

'Shire of Donnybrook-Balingup Scheme Amendment No. 13, Harley Dykstra, August 2019' (Harley Dykstra Report).

The referral documentation proposes to include an additional use of 'Industry-light' for Lot 176 South Western Highway (Lot 176):

Firstly, please note that Lot 176 has been subject to a previous referral to DWER from the WA Planning Commission, vis-à-vis sub division of the lot, refer to DWER's email response of 30 August 2019 (below) for your information.

As discussed by telephone today, the sub division appears to be 'on hold' and the effect of Amendment 13 on the subdivision proposal has not been explored. However:

- **Key to the proposed amendment is that Lot 176 is located within the 'Donnybrook Water Reserve', a Public Drinking Water Source Area (PDWSA), while the southern half of Lot 176 is located within a Wellhead Protection Zone (WHPZ).**

As such, the Shire must consider the amendment in context of the:

'Donnybrook Water Reserve drinking water source protection plan, Department of Water, June 2009' (DWR). Link:

https://www.water.wa.gov.au/data/assets/pdf_file/0016/4480/86570.pdf

The DWR contains recommended protection strategies, such as priority areas and wellhead protection zones, to preserve water quality at its current level, or improve where practical, to provide a safe drinking water supply to the town of Donnybrook.

- PDWSA

Lot 176 is located entirely within a Priority 3 PDWSA, where the aim is to maintain the quality of the public drinking water source for as long as possible with the objective of risk management.

- WHPZ

The southern half of Lot 176 is located within a WHPZ, a priority area where the aim is to ensure risks from contamination are avoided, minimised or managed.

As such, with consideration for the assessment of the subdivision proposal, albeit without the additional use of 'Industry-light', it is recommended that the Shire ensures an appropriate level of water source protection from any development on Lot 176.

RECOMMENDATION

DWER recommends that 'Schedule 6 - Additional Uses' No. A6, pertaining to Lot 176 South Western Highway, Donnybrook, be amended to include two new Conditions of Use:

- **The development shall be connected to a reticulated sewerage service.**
- **Stormwater management systems shall be designed and constructed in accordance with DWER's 'Stormwater management manual' and 'Decision process for stormwater management in Western Australia.'**

It is also noted that the eastern portion of Lot 176 is registered as a place within Western Australia that has been reported to the Registrar of Aboriginal Sites as a possible Aboriginal site within the meaning of the '*Aboriginal Heritage Act 1972*'.

Please contact this office for inquiries.

Brendan Kelly
Senior Natural Resource Management Officer
Department of Water & Environmental Regulation,
Planning Advice, South West Region
Telephone: 08 97264194 | Mobile: 0407219515
Email: brendan.kelly@dwer.wa.gov.au

From: Daniel Wong
Sent: Friday, 30 August 2019 11:10 AM
To: Bunbury Planning <bunbury.planning@dplh.wa.gov.au>
Subject: WAPC 158237 - Lot 176 South Western Highway, Donnybrook - proposed commercial subdivision

30th August 2019

Our Reference: PA 028294 , DWERT32-3~14

Your Reference: WAPC 158237

To: Western Australian Planning Commission

Mr Ben Rose
Chief Executive Officer
Shire of Donnybrook-Balingup
PO Box 94
DONNYBROOK WA 6239

Our Ref: CMS17693
Enquiries: Renee Blandin, 6364 7600
Email: Renee.Blandin@dwer.wa.gov.au

SHIRE OF DONNYBROOK-BALINGUP	17 OCT 2019	Reference: IPA 72360	File No: TP17 AMD13	Officer: BW	X Ref:	Corresps:	Signed Off:
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Dear Mr Rose

**DECISION UNDER SECTION 48A(1)(a)
Environmental Protection Act 1986**

SCHEME: Shire of Donnybrook Balingup Local Planning Scheme 7 Amendment 13
LOCATION: Lot 176 South Western Highway Donnybrook
RESPONSIBLE AUTHORITY: Shire of Donnybrook Balingup
DECISION: Referral Examined, Preliminary Investigations and Inquiries Conducted. Scheme Amendment Not to be Assessed Under Part IV of EP Act. Advice Given. (Not Appealable)

Thank you for referring the above proposed scheme to the Environmental Protection Authority (EPA).

After consideration of the information provided by you, the EPA considers that the proposed scheme should not be assessed under Part IV Division 3 of the *Environmental Protection Act 1986* (EP Act) but nevertheless provides the attached advice and recommendations.

Please note the following:

- For the purposes of Part IV of the EP Act, the scheme is defined as an assessed scheme. In relation to the implementation of the scheme, please note the requirements of Part IV Division 4 of the EP Act.

- There is no appeal right in respect of the EPA's decision to not assess the scheme.

A copy of this letter and the attached advice and recommendations will be made available to the public via the EPA website.

Yours sincerely



Hans Jacob
Delegate of the Environmental Protection Authority
A/Executive Director
EPA Services

11 October 2019

Encl. Scheme Advice and Recommendations

**ADVICE UNDER SECTION 48A(1)(a)
ENVIRONMENTAL PROTECTION ACT 1986**

Shire of Donnybrook Balingup - Local Planning Scheme 7 - Amendment 13

Location: Lot 176 South Western Highway, Donnybrook

Determination: Scheme Not Assessed – Advice Given (Not Appealable)

Determination Published: 14 October 2019

Summary

The Shire of Donnybrook Balingup has initiated Amendment 13 to amend Schedule 6 to include the Additional Use 'Industry Light' for the 'Commercial' zoned Lot 176 South Western Highway Donnybrook.

The Environmental Protection Authority (EPA) has considered the scheme amendment in accordance with the requirements of the *Environmental Protection Act 1986* (EP Act). The EPA considers that the scheme amendment as set out is unlikely to have a significant effect on the environment and does not warrant formal assessment under Part IV of the EP Act. The EPA has based its decision on the scheme amendment documentation provided by the Shire of Donnybrook-Balingup. Having considered this matter the following advice is provided.

Environmental Factors

Having regard to the EPA's *Statement of Environmental Principles, Factors and Objectives*, the EPA has identified the following preliminary environmental factors relevant to this scheme amendment:

Inland Waters,
Flora and Vegetation, and
Social Surroundings

Advice and Recommendations regarding Environmental Factors

a. Inland Waters, Flora and Vegetation

The entire site is mapped as part of a Priority 3 Public Drinking Water Source Area (P3 PDWSA) and part of the site is within a Wellhead Protection Zone (WPZ).

Any proposed on site wastewater treatment systems have the potential to impact the P3 PDWSA and WPZ and should be in accordance with the Department of Planning, Lands and Heritage (DPLH) 2019) *Government Sewerage Policy* Section 5.1.1.

Proposed on site wastewater treatment systems should:

- Be located outside of the WPZ;

- Have regard to Department of Water 2016, *Water Quality Protection Note 25* ;
- Be consistent with the DPLH 2019, *Government Sewerage Policy*, in particular Section 5.

The site is located adjacent to Noneycup Creek, a tributary of the Preston River. A 10metre buffer strip should be established at the Eastern property boundary adjacent to Lot 564, with the intent of water quality protection for Noneycup Creek. The buffer should be established to retain existing vegetation and include appropriate native species.

It is recommended that the buffer be fenced to protect existing vegetation from subdivision works, protect the new plantings and restrict access to Noneycup Creek floodway. The buffer establishment should consider DWER's (2012) *Operational policy 4.3: Identifying and establishing waterways and foreshore areas*.

Social Surroundings

Industrial development may impact nearby future and existing residential development from potential noise, dust and odour.

Development of the site should consider the EPA's Guidance Statement No. 3 *Separation Distances between Industrial and Sensitive Land Uses* to manage potential impacts to surrounding land uses.

Recommendation

The EPA concludes that the implementation of the amendment can be managed to meet the EPA's environmental objectives for the above factors through existing and future local planning scheme provisions and planning processes. Future development applications should identify, manage and protect the above environmental factors.



DEPARTMENT OF PLANNING, LANDS AND HERITAGE

DATE: 15-Jul-2019 FILE: 158237

LEGEND	
PROPOSAL DETAILS	
Subject Land	-----
Area of Subject Land	1.9048ha
No of Existing Lots	1
No of Proposed Lots	5
Minimum Lot Size	2000m²
Average Lot Size	3499m²
Proposed Lot Boundaries	-----
LAND DETAILS	
Local Government Area	Shire of Donnybrook-Balingup
Zoning	Commercial
Existing Boundaries	-----
SERVICING INFORMATION (DBYD)	
Underground Electricity	— E —
Overhead Electricity	— AE —
Reticulated Water	— W —
Reticulated Sewer	— S —
Telecommunications	— T —

PLAN OF SUBDIVISION

Lot 176 on DP 29609
South Western Highway, DONNYBROOK

Plan No. | 21877-01 BUNBURY OFFICE: 21 Spencer Street, BUNBURY WA 6230 T: 08 9792 6000 E: bunbury@harleydykstra.com.au W: www.harleydykstra.com.au

Date | 13/06/19

Drawn | JW

Checked | MS

Revision | B

Scale | 1:1000@A3

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ALBANY | BUNBURY | BUSSELTON | FORRESTDALE | PERTH





Enquiries: Shelley Coutts 97245749
Our Ref: 17/7286
Your Ref:

07 July 2020

Chief Executive Officer
Shire of Donnybrook Balingup
PO Box 94
Donnybrook WA 6239

Email Recorded
7/7/2020

SHIRE OF DONNYBROOK BALINGUP	
RECEIVED	
10 JUL 2020	
Record No:	ICOR76321
File No:	RD 400
Officer:	DNM
X Ref:	
Corresps:	
Signed Off:	

Dear Sir

COLLIE-MUMBALLUP (COLLIE-PRESTON) ROAD IMPROVEMENTS

Attached for consideration by Council are plans depicting land required for road improvements to the Collie-Mumballup (Collie-Preston) Road. Improvements include widening and sealing of the shoulders to improve safety.

Main Roads has approached all landowners and other affected parties and arrangements for acquisition of the freehold land are being finalised.

To enable the land to be dedicated as road reserve, it is a requirement of the *Land Administration Act* that local government resolve to dedicate the road.

It would be appreciated if Council could consider the matter at its next meeting and provide the following statement in a letter to Main Roads marked to my attention.

"Council at its ordinary meeting held on (Day Month Year) passed a resolution for the dedication of the land the subject of Main Roads Land Dealing Plans 201802-0138-1 as a road pursuant to Section 56 of the Land Administration Act 1997".

In addition, please provide a copy of the minutes of the Council meeting relating to the resolution, which is required for the Department of Lands and Main Roads' records.

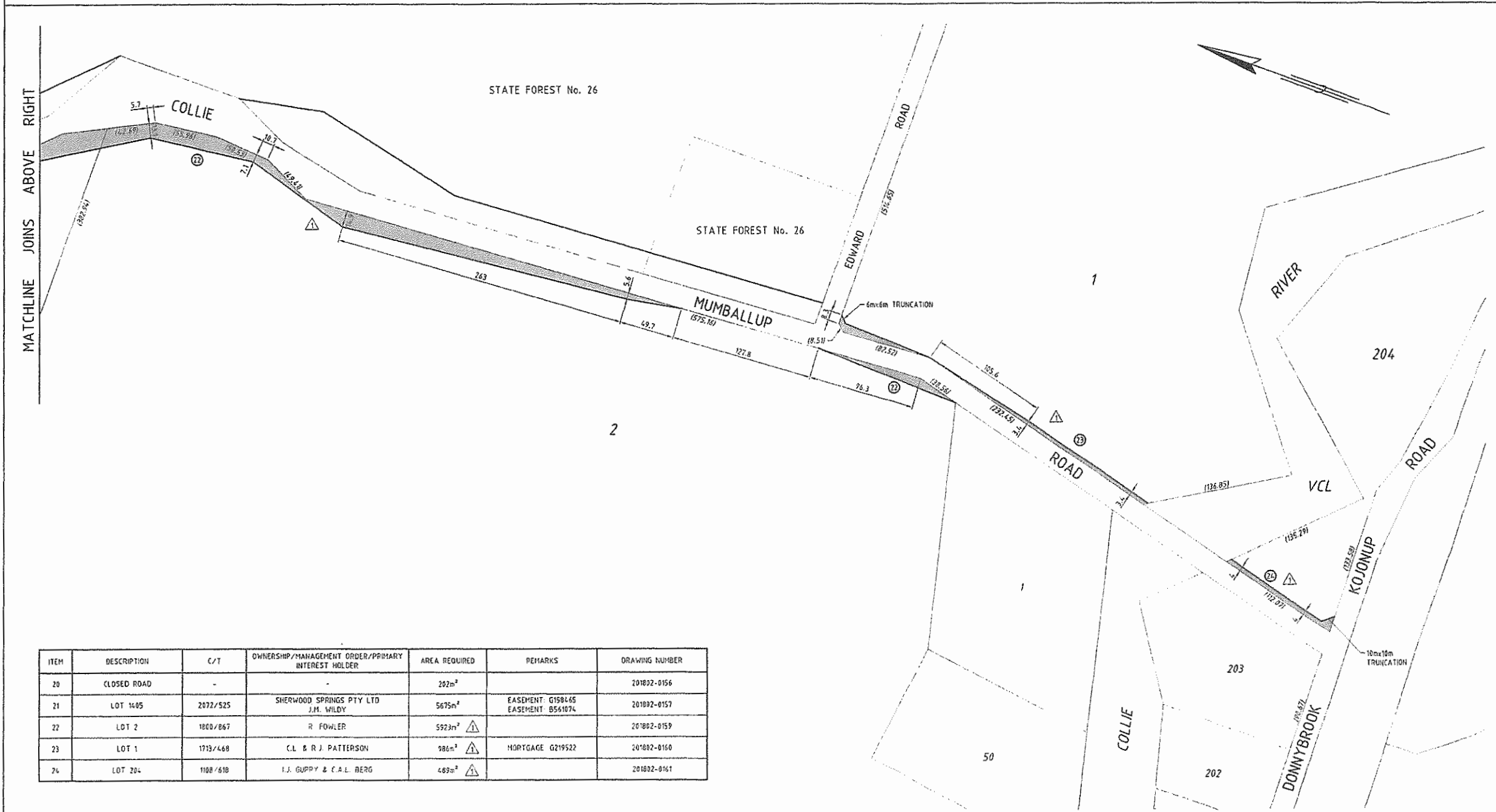
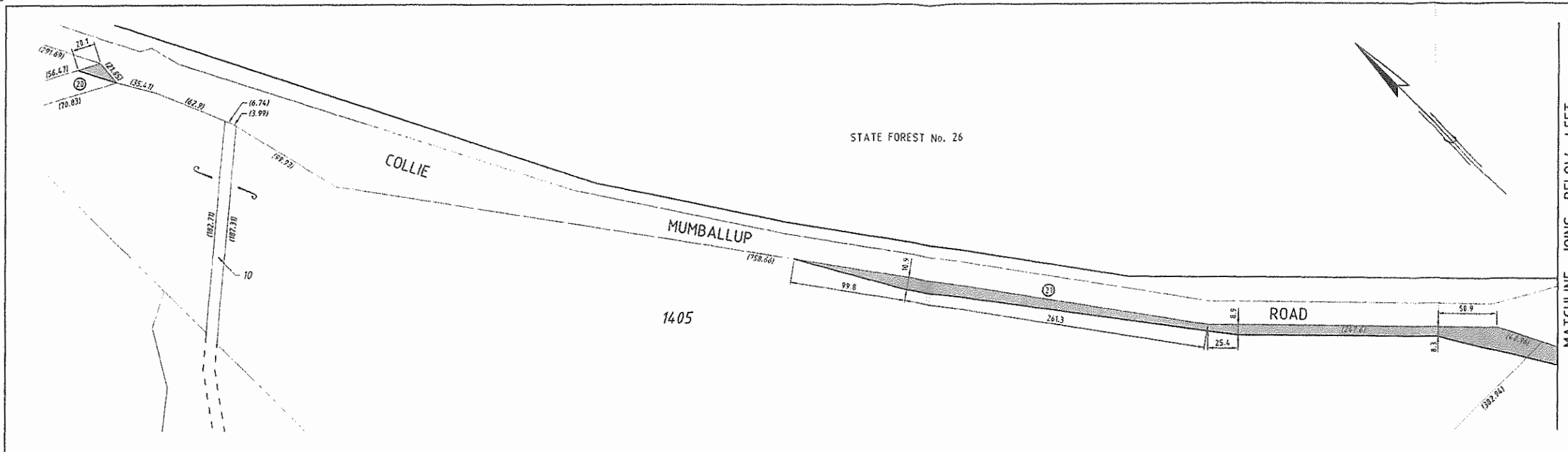
Main Roads will indemnify Council against all costs and charges that may arise as a result of the dedication.

If you require any further information please contact me on 97245749 or e-mail Shelley.Coutts@mainroads.wa.gov.au.

Yours faithfully

Shelley Coutts
Project Manager Land

Enc



AMENDMENTS	
No	DESCRIPTION
1	ITEMS 22, 23 & 24 LAND REQUIREMENT BOUNDARY AND AREA CHANGED.

NOTES

1. DIMENSIONS AND AREAS ARE APPROXIMATE ONLY AND ARE SUBJECT TO SURVEY.
2. S.L.K. IS A M.R.W.A. STRAIGHT LINE KILOMETRE AND IS APPROXIMATE ONLY.
3. DIMENSIONS SOURCED FROM LANDGATE.

LEGEND

- LAND REQUIRED FOR ROAD PURPOSES.
- BOUNDARY TO BE SURVEYED.

METADATA

GROUND SURVEY STANDARD
 DATE OF CAPTURE
 MAPPING SURVEY STANDARD
 DATE OF CAPTURE
 MAIN ROADS PROJECT ZONE BRIDGETOWN 94
 HEIGHT DATUM

METROPOLITAN & SOUTHERN REGIONS DIRECTORATE
 SOUTH WEST REGION
 ROBERTSON DRIVE BUNBURY 6230
 Telephone (08) 9724 5600 Fax (08) 9724 5656

FILE NUMBER 17/3462
 DESIGNED / DRAWN A. SZELIGA 30/01/2018
 VERIFIED S. COUTTS 08/05/2020
 APPROVED R. BARNESLEY 11/05/2020

ITEM	DESCRIPTION	C/T	OWNERSHIP/MANAGEMENT ORDER/PRIMARY INTEREST HOLDER	AREA REQUIRED	REMARKS	DRAWING NUMBER
20	CLOSED ROAD	-	-	202m ²	-	201802-0156
21	LOT 1405	2072/525	SHERWOOD SPRINGS PTY LTD J.M. WILDY	5675m ²	EASEMENT: G158145 EASEMENT: B541074	201802-0157
22	LOT 2	1803/867	R FOWLER	5523m ²	-	201802-0159
23	LOT 1	1713/468	C.L. & R.J. PATTERSON	986m ²	MORTGAGE G219522	201802-0160
24	LOT 204	1108/618	I.J. GUPPY & C.A.L. BERG	489m ²	-	201802-0161

COLLIE - MUMBALLUP ROAD (M046)
 7.00 SLK TO 21.28 SLK
LAND DEALINGS PLAN
 SHEET 3 OF 3

1:2000
 0 20m 40 60 80 100 120 140 160 180 200 220 240 260 280 300
 BOOKS
 A
 1

SHIRE OF DONNYBROOK/BALINGUP
LOCAL GOVERNMENT ACT 1995
LIST OF ACCOUNTS AUTHORISED AND PAID BY THE CHIEF EXECUTIVE OFFICER IN ACCORDANCE WITH
DELEGATION NO. 3.2 AND PRESENTED TO COUNCIL ON 21 AUGUST 2020

Chq/EFT	Name	Description		Municipal	Trust
EFT19526a	SHIRE OF DONNYBROOK BALINGUP	PAYROLL FOR PERIOD ENDING 15/07/2020	\$	130,699.65	
EFT19526b	SHIRE OF DONNYBROOK BALINGUP	TUIA LODGE - PAYROLL FOR PERIOD ENDING 15/07/2020	\$	65,575.95	
EFT19526c	SG FLEET AUSTRALIA PTY LIMITED	LEASE CESM VEHICLE - 09/07/2020 - 08/08/2020	\$	1,605.56	
EFT19527	DEPT MINES, IND REG AND SAFETY	BSL LEVY COLLECTIONS FOR JUNE 2020	\$	1,976.93	
EFT19529	EST OF THE LATE MR LESLIE FARLEY	TUIA LODGE - REFUND FEES FOR PERIOD 02/09/2018 - 06/09/2018	\$	272.80	
EFT19530	CD & CM CASTLEDINE	TUIA LODGE - RELOCATION OF FENCE TO BOUNDARY	\$	4,399.00	
EFT19531	LIONS CLUB OF DONNYBROOK INC.	REFUND WITHDRAWN BUILDING LICENCE FEES	\$	61.65	
EFT19532	DBK & DISTRICTS PLUMBING SERVICE	PLUMBING REPAIRS & REINSTATE DRINKING FOUNTAINS - COVID 19	\$	1,254.00	
EFT19533	DONNYBROOK TYRE SERVICE	DB646 & DB102 - REPLACEMENT TYRES	\$	1,636.00	
EFT19534	DBK ARTS & CRAFT GROUP INC	JULY 2020 SCHOOL HOL ARTS & CRAFTS SESSION CONTRIBUTION	\$	300.00	
EFT19535	DBCEC (WA) PTY LTD	P&G - CLEANING OUT DRAIN, TIDYING UP VERGE & MULCHING	\$	1,650.00	
EFT19536	EARTHMAC PTY LTD	PAVING REPAIRS TO MAIN ST & CLIFFORD ST, DBK FOOTPATHS	\$	7,813.78	
EFT19537	STAFF REIMBURSEMENTS	DBK REC CTR - REIMBURSEMENT OF POOL OPERATIONS COURSE	\$	1,045.00	
EFT19538	CR JACQUELINE MASSEY	COUNCILLOR TRAVEL ALLOWANCE - AMENDED - APRIL TO JUNE 2020	\$	832.44	
EFT19539	PRESTON VALLEY MAINTENANCE	REPAIRS TO BFB WATER TANK, MISC SMALL BUILDING REPAIRS	\$	6,328.30	
EFT19540	STAFF REIMBURSEMENTS	W&S - REIMBURSE 1 YRS MOTOR DRIVERS LICENCE AS PER EBA	\$	44.05	
EFT19541	MACHINERY WEST	HOSE CLAMP FOR DB4806	\$	213.60	
EFT19541a	SHIRE OF DONNYBROOK BALINGUP	PAYROLL FOR PERIOD ENDING 29/07/2020	\$	138,547.85	
EFT19541b	SHIRE OF DONNYBROOK BALINGUP	TUIA LODGE - PAYROLL FOR PERIOD ENDING 29/07/2020	\$	63,554.92	
EFT19542	ANIMAL CARE EQUIP & SERVICES	3 X DOG TIDY DISPENSERS INCLUDING DELIVERY COSTS	\$	234.29	
EFT19543	WESTERN ALLPEST SERVICES	DBK HALL - CARRY OUT 6 MONTHLY TERMITE INSPECTION	\$	225.00	
EFT19544	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	\$	25.90	
EFT19545	ALL-TECH PLUMBING	CARRY OUT ANNUAL BACKFLOW DEVICE TESTS	\$	1,479.50	
EFT19546	WINC AUSTRALIA PTY LTD	TUIA LODGE - CONTINENCE PRODUCTS, ADMIN - STATIONERY	\$	3,250.70	
EFT19547	ADVANCED BARNES AND SHEDS	REFUND OF WITHDRAWN BUILDING LICENCE FEES	\$	159.35	
EFT19548	ATHERTON & SONS PTY LTD	TUIA LODGE - SERVICE AND REPAIR OF THE PAN SANITISER	\$	860.20	
EFT19549	ABC PRODUCTS PTY LTD	PUBLIC CONVENIENCES - CLEANING PRODUCTS	\$	12.84	
EFT19550	AW ROADWORKS PTY LTD	JAYES RD - 3 PERSON CREW FOR CLEAN UP OF FALLEN TREE	\$	1,308.45	
EFT19551	BUNBURY RETRAVISION	TUIA LODGE - MICROWAVE & 2 X SANDWICH PRESS	\$	294.00	
EFT19552	BUNNINGS GROUP LIMITED	DBK DEPOT - RETRACTABLE HOSES FOR WASH BAY & FUEL BAY	\$	360.58	
EFT19553	BELL FIRE EQUIPMENT COMPANY P/L	BEELERUP BFB - INSTALL NEW EQUIP, 6MTH EXTINGUISHER SERV	\$	3,966.05	
EFT19554	BUNBURY TELECOM SERVICE PTY LTD	MARKING OF SERVICES FOR INSTALLATION OF IRRIGATION	\$	275.00	
EFT19555	BUN/GEO CHAMBER OF COMMERCE	2020/21 ANNUAL BUDGET BREAKFAST - CEO & PRESIDENT	\$	110.00	
EFT19556	BUNBURY BRANCH COATES HIRE	TUIA LODGE - FIRE SUPPRESSION - PORTABLE TOILET HIRE	\$	340.46	
EFT19557	CJD EQUIPMENT PTY LTD	DB754 LOADER - LEFT HAND HEADLIGHT	\$	320.96	
EFT19558	CLIFFORD AUTO REPAIRS	DB15 - 35000KM VEHICLE SERVICE	\$	359.20	
EFT19559	CRAVEN FOODS	DBK REC CTR - KIOSK CHIP AND SNACK SUPPLIES	\$	120.42	
EFT19560	CB TRAFFIC SOLUTIONS PTY LTD	LINE MARKING OUTSIDE BALINGUP PRIMARY SCHOOL	\$	836.00	
EFT19561	CROSS SECURITY SERVICES	LOWDEN BFB - SECURITY MONITORING 01/07/2020 - 30/09/2020	\$	128.70	

SHIRE OF DONNYBROOK/BALINGUP

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**LIST OF ACCOUNTS AUTHORISED AND PAID BY THE CHIEF EXECUTIVE OFFICER IN ACCORDANCE WITH
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Chq/EFT	Name	Description	Municipal	Trust
EFT19562	CORSIGN WA	DOGS MUST BE HELD ON LEADS AT ALL TIMES SIGNAGE	\$	122.10
EFT19563	DBK & DISTRICTS PLUMBING SERVICE	COMMUNITY CTR - REPAIR LEAKING WC CISTERNS	\$	242.00
EFT19564	DONNYBROOK DISTRICT HIGH SCHOOL	DBK LBRY - SHARED OPERATING EXPENSES - JUNE 2020	\$	1,663.75
EFT19565	DBK COMMUNITY RESOURCE CENTRE	2020/2021 ANNUAL MEMBERSHIP FEES	\$	100.00
EFT19566	DELL FINANCIAL SERVICES PTY LTD	EQUIPMENT LEASES - 01/08/2020 - 31/08/2020	\$	821.46
EFT19567	DBCEC (WA) PTY LTD	DRAINAGE MAINTENANCE WORKS ALONG UPPER CAPEL ROAD	\$	4,730.00
EFT19568	D & K THOMAS ELECTRICAL	INSTALL ADDITIONAL LIGHTING TO THE BEELERUP FIRE STATION	\$	2,313.58
EFT19569	FROM LEFT FIELD	PROVIDE AGED CARE SERVICES ADVISE	\$	3,666.66
EFT19570	COVERT SIGNS	APPLE FUN PARK - CORFLUTE SIGNS FOR PUBLIC CONSULTATION	\$	192.50
EFT19571	SKIPPERS PLUMBING SERVICES	TUIA LODGE - REPLACEMENT OF TAP IN KITCHEN HAND BASIN	\$	129.11
EFT19572	HUMAN RESOURCES SOUTH WEST	OUTPLACEMENT SUPPORT	\$	1,098.90
EFT19573	LOCAL HEALTH AUTH. ANALYTICAL	ANNUAL ANALYTICAL SERVICES - FOOD & WATER SAMPLING 2020/21	\$	764.48
EFT19574	LIVING SPRINGS	BOTTLED WATER ADMIN OFFICE	\$	88.00
EFT19575	LANDMARK ENGINEERING & DESIGN	P&G BIN STAND FOR VARIOUS AREAS	\$	4,224.00
EFT19576	LESCHENAULT COMMUNITY NURSERY	NATIVE PLANT INITIATIVE (25 REGISTRATIONS)	\$	765.00
EFT19577	MALATESTA ROAD PAVING & HOTMIX	YELVERTON ST - 250 LITRES OF EMULSION	\$	400.00
EFT19578	MILLINDI ENTERPRISES	SUMMARY PROPOSALS FOR KIRUP MILL PARK & GV TREE PARK	\$	6,600.00
EFT19579	MILFORD HOMES PTY LTD	REFUND OF PLANNING APPLICATION FEES - APP WITHDRAWN	\$	849.38
EFT19580	NEVERFAIL SPRINGWATER LIMITED	DBK REC CTR - SPRINGWATER	\$	85.25
EFT19581	NORTH POINT CONSULTING	TUIA LODGE - FIRE INFORMATION PANEL COMMISSIONING REVIEW	\$	2,530.00
EFT19582	OFFICEWORKS	BEELERUP BFB FITOUT - OFFICE FURNITURE & STATIONERY	\$	8,810.56
EFT19583	ONE MUSIC AUSTRALIA	LOCAL GOVERNMENT MUSIC LICENCE - 01/07/2020 TO 30/06/2021	\$	457.30
EFT19584	PFI CLEANING SUPPLIES	SHIRE ADMIN BLDG - CLEANING SUPPLIES	\$	147.00
EFT19585	PRESTIGE PRODUCTS	DBK REC CTR - MOP REFILL	\$	36.85
EFT19586	PRESTON VALLEY MAINTENANCE	VC MITCHELL PK - REPAIR LEAKING SKYLIGHTS TO CHANGEROOMS	\$	231.00
EFT19587	PAYPAC PAYROLL SERVICES PTY LTD	TUIA LODGE - PAYROLL PROCESSING SERVICES - JUNE 2020	\$	1,615.34
EFT19588	ROSTER WITH ROSS PTY LTD	TUIA LODGE - ZUUS PAYROLL 12/07/2020 -11/08/2020	\$	149.00
EFT19589	SLEE ANDERSON & PIDGEON	LEGAL FEES - BRIDGE ST HOUSING PROJECT	\$	5,726.60
EFT19590	BUNBURY TRUCKS	DB4170 TIP TRUCK - 390L ALLOY DIESEL TANK	\$	3,615.64
EFT19591	WA COUNTRY HEALTH SERVICE	TUIA LODGE - RESIDENTS MEALS - JUNE 2020	\$	15,429.52
EFT19592	STALEY FOOD & PACKAGING	TUIA LODGE - CLEANING, KITCHEN, LAUNDRY, PPE CONSUMABLES	\$	1,539.56
EFT19593	SIGNS PLUS	NAME BADGE FOR NEW STAFF	\$	47.10
EFT19594	S & S PROPERTY MAINTENANCE	ADMIN - CLEANING FOR JULY 2020	\$	1,154.00
EFT19595	SNL ELECTRICS	BLN REC CTR - REPAIR FAULT CAUSING TRIP IN CIRCUIT BREAKER	\$	893.08
EFT19596	STRATAGREEN	TREE STAKES & FERTILISER FOR DBK TOWNSITE TREE PLANTING	\$	1,790.34
EFT19597	TELSTRA	TELEPHONE & INTERNET EXPENSES	\$	250.81
EFT19598	TOLL TRANSPORT PTY LTD	FREIGHT EXPENSES	\$	232.71
EFT19599	LANDGATE	VALUATION SERVICES - JUNE 2020	\$	816.34
EFT19600	IT VISION USER GROUP	USER GROUP ANNUAL SUBSCRIPTION FEES FOR 2020/21	\$	748.00

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Chq/EFT	Name	Description	Municipal	Trust
EFT19601	VEHICLES CLEANED BY JANINE	DB15 - DETAILING FOR ISUZU MU-X SEDAN (INSIDE AND OUT)	\$ 150.00	
EFT19602	WATER CORPORATION	ANNUAL TRADE WASTE PERMIT FEES - DBK TRANSIT PRK	\$ 241.84	
EFT19603	SYNERGY	ELECTRICITY EXPENSES	\$ 10,399.30	
EFT19604	WA LOCAL GOVERNMENT	TRAINING FOR STAFF & COUNCILLORS	\$ 1,478.00	
EFT19605	VEOLIA ENVIRONMENTAL SERVICES	ROAD SWEEPNG FOR 20/21	\$ 247.50	
EFT19606	WESTRAC EQUIPMENT PTY LTD	DB2201 LOADER - TEE GREASE FITTING	\$ 97.49	
EFT19607	WORK CLOBBER	DBK REC CTR - UNIFORMS FOR NEW STAFF	\$ 211.80	
EFT19607a	AUSTRALIAN TAX OFFICE	PAYG - JUNE 2020	\$ 86,964.00	
EFT19607b	SHIRE OF DONNYBROOK BALINGUP	TUIA LODGE - SUPERANNUATION FOR JULY 2020	\$ 23,207.66	
EFT19608	ALLENS CIVIL & RURAL CONTRACTORS	BEELERUP BFB - HARDSTAND FOR WATER TANK FILLING AREA	\$ 3,300.00	
EFT19609	BDA TREE LOPPING	STORM DAMAGE CLEAN UP ON VARIOUS ROADS	\$ 14,025.00	
EFT19610	BALINGUP LIQUOR & GENERAL STORE	VARIOUS BFB'S - FUEL EXPENSES - JULY 2020	\$ 64.97	
EFT19611	BANKS PEST AND WEED CONTROL	DBL & BLN DEPOTS - INSTALL RAT BAITS	\$ 280.50	
EFT19612	AGRI SPARK AUTO ELECTRICS	DB4806 TRACTOR - SUPPLY N120 BATTERY	\$ 289.00	
EFT19613	BIG APPLE BAKERY	CATERING - 24 JULY 2020	\$ 50.00	
EFT19614	DONNYBROOK NEWSAGENCY	TUIA LODGE - MONTHLY NEWSPAPER ACCOUNT - JULY 2020	\$ 46.00	
EFT19615	DONNYBROOK HARDWARE & GARDEN	DBK REC CTR - PAINT & ART SUPPLES FOR CRECHE MURAL	\$ 1,253.06	
EFT19616	DONNYBROOK FRUIT BARN	FUNCTION CATERING & TUIA LODGE FRUIT & VEG - JULY 2020	\$ 1,538.25	
EFT19617	DBK & DISTRICTS PLUMBING SERVICE	BLN TRANSIT PARK - REPAIR DELIVERY PIPE TO ABLUTION BLOCK	\$ 3,190.00	
EFT19618	DONNYBROOK FAMILY BAKERY	TUIA LODGE - BAKERY ACCOUNT - JULY 2020	\$ 440.00	
EFT19619	DONNYBROOK DISTRICT HIGH SCHOOL	DBK LBRY - SHARED OPERATING EXPENSES - JULY 2020	\$ 411.28	
EFT19620	DONNYBROOK FARM SERVICE	DBK REC CTR - POOL CHEMICALS, P&G - TOOLS & FERTILISERS	\$ 1,559.40	
EFT19621	SUPA IGA DONNYBROOK	ADMIN, REC CTR & DEPOT - GROCERIES - JULY 2020	\$ 382.97	
EFT19622	FITRIC	DBK REC CTR - FITNESS INSTRUCTOR EXPENSES - JUNE/JULY 2020	\$ 500.00	
EFT19623	HASTIE WASTE PTY LTD	DWMF - MONTHLY MANAGEMENT FEES - JULY 2020	\$ 3,291.00	
EFT19624	SKIPPERS PLUMBING SERVICES	TUIA LODGE - REPLACE TOILET OUTLET RUBBER - ROOM 24	\$ 79.53	
EFT19625	STAFF REIMBURSEMENTS	REIMBURSE PHONE ALLOWANCE - JULY 2020	\$ 80.00	
EFT19626	PRESTON POWER EQUIPMENT	P&G - STIHL HELMET KIT, LINEHEAD, WEDGES	\$ 270.10	
EFT19627	RTR FITNESS	DBK REC CTR - FITNESS INSTRUCTOR EXPENSES - JULY 2020	\$ 850.00	
EFT19628	REPCO - DONNYBROOK	SAFETY CARGO NETS FOR PARKS VEHICLES, TOOLS, GLOBES	\$ 1,777.88	
EFT19629	VIP GARDENING	TUIA LODGE - GARDENING CONTRACTOR - JUNE/ JULY 2020	\$ 1,465.20	
EFT19630	VEHICLES CLEANED BY JANINE	PASSENGER SEAT CLEANING	\$ 30.00	
EFT19630a	WESTNET PTY LTD	INTERNET EXPENSES - AUGUST 2020	\$ 990.57	
EFT19630b	WESTNET PTY LTD	BALINGUP LIBRARY - NBN WIRELESS SERVICE 07/08/2020 - 07/09/2020	\$ 64.90	
EFT19631	EST OF THE LATE MR ENRICO G BETTI	REFUND TUIA LODGE BOND AND FEES	\$ 352,964.25	
EFT19631a	SHIRE OF DONNYBROOK BALINGUP	PAYROLL FOR PERIOD ENDING 12/08/2020	\$ 121,731.96	
EFT19631b	SHIRE OF DONNYBROOK BALINGUP	TUIA LODGE- PAYROLL FOR PERIOD ENDING 12/08/2020	\$ 66,514.59	
EFT19632	ALFS MACHINERY PTY LTD	P&G - COUNTER SUNK SCREWS, NUTS, RECHARGABLE SPRAYER	\$ 284.40	
EFT19633	AUSTRALIA POST	SHIRE POSTAGE - JULY 2020	\$ 395.29	

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Chq/EFT	Name	Description	Municipal	Trust
EFT19634	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	\$ 25.90	
EFT19635	ALL-TECH PLUMBING	DBK DENTAL CLINIC - REPLACE BACKFLOW DEVICE	\$ 651.20	
EFT19636	AGED & COMMUNITY SERVICES	TUIA LODGE - ACSA ANNUAL MEMBERSHIP SUBSCRIPTION 2020/21	\$ 2,192.69	
EFT19637	WINC AUSTRALIA PTY LTD	DEPOT - INK FOR PRINTER	\$ 267.01	
EFT19638	ALLENS TRAFFIC MANAGEMENT	TRAFFIC MANAGEMENT ON UPPER CAPEL ROAD	\$ 1,823.25	
EFT19639	MAIA FINANCIAL	LEASE EXPENSES - JULY 2020	\$ 3,844.44	
EFT19640	AMPAC DEBT RECOVERY (WA) P/L	RATES RECOVERY EXPENSES FOR PERIOD ENDING 31/07/2020	\$ 198.00	
EFT19641	AUSQ (WA) PTY LTD ATFT AUSQ UNIT	TRAFFIC MANAGEMENT & CONTROLLER RE-ACCREDITATION COURSE	\$ 1,000.00	
EFT19642	ACTIVTEC SOLUTIONS	TUIA LODGE - REPLACE HAND SET FOR REMOTE CONTROL BED	\$ 177.50	
EFT19643	ALPINE LAUNDRY PTY LTD	TUIA LODGE - LAUNDRY SERVICE - JULY 2020	\$ 2,990.80	
EFT19644	BUNNINGS GROUP LIMITED	DBK REC CTR - LADDER, CLEANING SUPPLIES, DOOR MATS, CLAMPS	\$ 298.62	
EFT19645	BOC LIMITED	TUIA LODGE - OXYGEN CONCENTRATOR - 28.06.2020 TO 28.07.2020	\$ 129.23	
EFT19646	BROOKHAMPTON HALL COMMITTEE	BROOKHAMPTON HALL - 2019/20 HALL MAINTENANCE ALLOWANCE	\$ 1,530.00	
EFT19647	BUNBURY HARVEY REGIONAL COUNCIL	ORGANICS DISPOSAL - JULY 2020	\$ 1,913.80	
EFT19648	BETTER TELCO SOLUTIONS PTY LTD	DBK REC CTR - LOCATE & REPAIR SOCKET & ENSURE LINK TO PIT	\$ 375.38	
EFT19649	STAFF REIMBURSEMENTS	REIMBURSE TELECOMMUNICATIONS - 21/06/2020 - 21/09/2020	\$ 239.97	
EFT19650	BUN/GEO CHAMBER OF COMMERCE	20/21 CITY OF BUNBURY BUDGET BREAFAST MEETING	\$ 55.00	
EFT19651	COATES HIRE OPERATIONS PTY LTD	W&S - HIRE OF ROLLER FOR 10 WEEKS	\$ 7,969.50	
EFT19652	CITY & REGIONAL FUELS	DIESEL EXPENSES - JULY 2020	\$ 10,194.13	
EFT19653	CLIFFORD AUTO REPAIRS	VEHICLE SERVICE FOR DB2222	\$ 487.55	
EFT19654	DUG CROSS ELECTRICS	DBK HALL - SERVICE EXIT SIGNS TO MAIN & LESSER HALLS	\$ 1,855.00	
EFT19655	COMBINED TEAM SERVICES	W&S - 5 DAY SAFETY REPRESENTATIVE TRAINING	\$ 995.00	
EFT19656	STAFF REIMBURSEMENTS	TUIA LODGE - REIMBURSE POLICE CLEARANCE EXPENSES	\$ 62.00	
EFT19657	CRS ELECTRICAL	DBK LIBRARY - REPLACE STARTERS & TUBES IN ACCESSIBLE TOILET	\$ 107.91	
EFT19658	CLEANAWAY	REFUSE COLLECTION - JULY 2020	\$ 24,673.84	
EFT19659	CONTROL FIRE SYSTEMS	TUIA LODGE FIRE SUPPRESSION SYSTEM RETENTION PAYMENT	\$ 2,200.00	
EFT19660	CORSIGN WA	W&S - ROAD SIGNAGE	\$ 2,235.20	
EFT19661	DONNYBROOK MEDICAL SERVICES	PRE-EMPLOYMENT MEDICAL - PLANT OPERATOR	\$ 480.00	
EFT19662	DONNYBROOK NEWSAGENCY	BUSINESS CARDS	\$ 276.60	
EFT19663	DONNYBROOK FRUIT BARN	GIFT VOUCHER FOR OSH TAKE 5 INCENTIVE	\$ 10.00	
EFT19664	DBK & DISTRICTS PLUMBING SERVICE	DBK TRANSIT PK - REPAIR LEAKING WATER PIPE IN SHOWER BLOCK	\$ 286.00	
EFT19665	SUPA IGA DONNYBROOK	TUIA LODGE - GROCERIES, FRUIT AND VEG - JULY 2020	\$ 5,453.10	
EFT19666	DONALD CANT WATTS CORKE (WA)	APPLE FUN PARK - DESIGN & CONSTRUCT RFT PREPARATION	\$ 4,125.00	
EFT19667	EXCLUSIVE TROPHIES	CEREMONIAL SHOVEL (REIMBURSED)	\$ 395.32	
EFT19668	BUNBURY FREIGHT SERVICES	TUIA LODGE - FREIGHT FOR PHARMACEUTICAL SUPPLIES - JULY 2020	\$ 166.76	
EFT19669	SUEZ RECYCLING & RECOVERY	PROCESSING OF RECYCLABLES - JULY 2020	\$ 1,949.42	
EFT19670	HASTIE WASTE PTY LTD	MGMT DBK & BLN LANDFILL SITES - JULY 2020	\$ 32,973.95	
EFT19671	HEATLEYS SAFETY & INDUSTRIAL	W&S - IN GROUND 1800MM BOLLARD	\$ 341.00	
EFT19672	SKIPPERS PLUMBING SERVICES	COMMUNTIY CTR - REPAIR RAIN WATER TAP, PARTS AND LABOUR	\$ 49.50	

SHIRE OF DONNYBROOK/BALINGUP

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Chq/EFT	Name	Description		Municipal	Trust
EFT19673	HEALTH PROFESSIONAL SOLUTIONS	DBK REC CTR - SCALES, STOPWATCH, FITNESS POSTER SET	\$	605.00	
EFT19674	IT VISION	ASSIST CORRECTION OF POSTING PERIOD	\$	1,100.00	
EFT19675	ITR PACIFIC PTY LTD	DB1250 LOADER - CUTTING EDGE, DB2201 LOADER - BUCKET TEETH	\$	993.74	
EFT19676	WESFARMERS KLEENHEAT GAS P/L	GAS FACILITY FEE - JULY 2020	\$	62.70	
EFT19677	LANDGATE CUSTOMER ACCOUNT	TITLE SEARCH - WESTLINGTON ROAD, BALINGUP	\$	26.70	
EFT19678	LIVING SPRINGS	BOTTLED WATER ADMIN OFFICE	\$	99.00	
EFT19679	LOCAL GOVERNMENT PROFESSIONALS	2020/21 MEMBERSHIP SUBSCRIPTION FOR EMO	\$	531.00	
EFT19680	MCLEODS BARRISTERS & SOLICITORS	PROFESSIONAL FEES FOR DRAFT LEASE	\$	1,350.78	
EFT19681	MARKETFORCE PRODUCTIONS	ADVERTISING EXPENSES - JULY 2020	\$	718.39	
EFT19682	MOA BENCHMARKING	TUIA LODGE - RESIDENTIAL MONTHLY FEES - AUG 2020	\$	230.00	
EFT19683	MICROSOFT REGIONAL SALES	MICROSOFT EMAIL SERVICE & EXCHANGE ONLINE - JULY 2020	\$	1,227.38	
EFT19684	MORE TELECOM	TUIA LODGE - MONTHLY TELEPHONE SERVICES - JULY 2020	\$	608.96	
EFT19685	NIGHTGUARD SECURITY SERVICES	ADMIN - ATTEND TO AFTER HOURS SECURITY ALARM INCIDENT	\$	220.00	
EFT19686	NEVERFAIL SPRINGWATER LIMITED	DBK REC CTR - SPRINGWATER DELIVERY	\$	265.25	
EFT19687	NONEYCUP CATERING	CATERING DBK FOOTBALL CLUB	\$	300.00	
EFT19688	OFFICEWORKS	OSH - ELECTRONIC DESK	\$	679.89	
EFT19689	PFI CLEANING SUPPLIES	DBK HALL - PACVAC POLYPRO POLISHER	\$	2,227.90	
EFT19690	PRESTON VALLEY MAINTENANCE	EMERGENCY ROOF REPAIRS, MAKE FLAP FOR POWERHEAD DOOR	\$	308.00	
EFT19691	PAYPAC PAYROLL SERVICES PTY LTD	TUIA LODGE - PAYROLL PROCESSING SERVICES - JULY 2020	\$	1,222.80	
EFT19692	QUANTIFIED TREE RISK ASSESSMENT	P&G - QTRA REGISTRATION	\$	344.85	
EFT19693	ROYAL LIFE SAVING	DBK REC CTR - POOL OPERATORS COURSE	\$	1,045.00	
EFT19694	STAFF REIMBURSEMENTS	REIMBURSEMENT OF INTERNET EXPENSES - AUG 2020	\$	39.95	
EFT19695	SPRINT EXPRESS	FREIGHT EXPENSES - JULY 2020	\$	68.20	
EFT19696	SMALL TREE FARM	P&G - 2x MANCHURIAN PEAR REPLACEMENT VERGE TREES	\$	99.00	
EFT19697	STEWART & HEATON CLOTHING CO.	BEELERUP BFB - PROTECTIVE CLOTHING	\$	469.11	
EFT19698	SOS OFFICE EQUIPMENT	PHOTOCOPIER EXPENSES - JULY 2020	\$	966.56	
EFT19699	STALEY FOOD & PACKAGING	TUIA LODGE - CLEANING, KITCHEN, LAUNDRY, PPE CONSUMABLES	\$	2,178.95	
EFT19700	SURGICAL HOUSE PTY LTD	TUIA LODGE - PHARMACEUTICAL SUPPLIES - JULY 2020	\$	3,117.74	
EFT19701	S & S PROPERTY MAINTENANCE	ADMIN - CLEANING FOR JULY/AUG 2020	\$	595.00	
EFT19702	SHIRE OF ASHBURTON	REIMBURSEMENT OF LONG SERVICE LEAVE ENTITLEMENT TRANSFER	\$	1,661.54	
EFT19703	SURVEY MONKEY	SURVEY MONKEY STANDARD ANNUAL SUBSCRIPTION 2020/21	\$	283.64	
EFT19704	SIGMA CHEMICALS	DBK REC CTR - RECALIBRATION OF PALINTESTER & TESTING STRIPS	\$	841.50	
EFT19705	TELSTRA	TELEPHONE & INTERNET EXPENSES	\$	3,290.80	
EFT19706	TOLL TRANSPORT PTY LTD	FREIGHT EXPENSES - JULY 2020	\$	480.43	
EFT19707	LANDGATE	VALUATION SERVICES - JULY 2020	\$	273.56	
EFT19708	EARTH 2 OCEAN COMMUNICATIONS	RADIO BRACKET & CONSUMABLES FOR HI BAND RADIO INSTALL	\$	3,731.20	
EFT19709	VALVOLINE AUSTRALIA PTY LTD	DEPOT - EP GREASE	\$	426.26	
EFT19710	WATER CORPORATION	WATER & SEWERAGE EXPENSES	\$	13,346.84	
EFT19711	SYNERGY	ELECTRICITY EXPENSES	\$	22,956.94	

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Chq/EFT	Name	Description		Municipal	Trust
EFT19712	WA LOCAL GOVERNMENT	WALGA MEMBERSHIP SERVICES FOR 2020/21	\$	32,858.45	
EFT19713	WESTRAC EQUIPMENT PTY LTD	DB2201 LOADER - FRONT LEFT FENDER	\$	482.82	
EFT19714	WORK CLOBBER	DBK REC CTR - UNIFORM EXPENSES 2019/20	\$	355.00	
EFT19715	WESTERN POWER	STANDARD DESIGN FEE 3 X STREETLIGHTS FLEET ST DBK	\$	1,320.00	
EFT19716	HYUNA WRINGE	DBK REC CTR - REFUND CANC SWIMMING LESSONS - TERM 4 2019	\$	31.85	
EFT19717	BUILDING AND CONSTRUCTION	BCITF COLLECTIONS FOR JULY 2020	\$	212.29	
EFT19718	DEPT OF MINES, IND REG & SAFETY	BSL LEVY COLLECTIONS FOR JULY 2020	\$	1,092.66	
EFT19718a	SG FLEET AUSTRALIA PTY LIMITED	LEASE EXPENSES FOR CESM VEHICLE - 09/08/2020 - 08/09/2020	\$	1,561.90	
53599	SHIRE OF DONNYBROOK BALINGUP	TUIA LODGE - RESIDENT KITTY RECOUP - JULY 2020	\$	852.75	
53600	SHIRE OF DONNYBROOK BALINGUP	DBK LIBRARY - PETTY CASH RECOUP TO 30/06/2020	\$	61.50	
53601	SHIRE OF DONNYBROOK BALINGUP	TUIA LODGE - STAFF RATES PAYROLL DEDUCTIONS FOR JULY 2020	\$	495.00	
53602	DEPARTMENT OF TRANSPORT	DB18388 TRAILER - 2020/21 VEHICLE REGISTRATION	\$	27.45	
DD25156.1	WA SUPER	PAYROLL DEDUCTIONS	\$	18,806.08	
DD25156.2	AUSTRALIAN SUPER	PAYROLL DEDUCTIONS	\$	818.53	
DD25156.3	COMMBANK GROUP SUPER	PAYROLL DEDUCTIONS	\$	187.28	
DD25156.4	DILLON FAMILY SUPERFUND	PAYROLL DEDUCTIONS	\$	325.23	
DD25156.5	AMP LIFE LIMITED	PAYROLL DEDUCTIONS	\$	138.37	
DD25156.6	ONEPATH MASTERFUND	PAYROLL DEDUCTIONS	\$	288.80	
DD25156.7	REST SUPERANNUATION	PAYROLL DEDUCTIONS	\$	136.86	
DD25184.1	SPECTRUM SUPER	PAYROLL DEDUCTIONS	\$	43.35	
DD25184.2	REST SUPERANNUATION	PAYROLL DEDUCTIONS	\$	136.86	
DD25184.3	HOSTPLUS	PAYROLL DEDUCTIONS	\$	306.92	
DD25184.4	WA SUPER	PAYROLL DEDUCTIONS	\$	18,737.67	
DD25184.5	AUSTRALIAN SUPER	PAYROLL DEDUCTIONS	\$	824.78	
DD25184.6	FIRSTCHOICE PERSONAL SUPER	PAYROLL DEDUCTIONS	\$	63.55	
DD25184.7	MLC NOMINEES PTY LTD	PAYROLL DEDUCTIONS	\$	43.46	
DD25184.8	COMMBANK GROUP SUPER	PAYROLL DEDUCTIONS	\$	187.28	
DD25184.9	DILLON FAMILY SUPERFUND	PAYROLL DEDUCTIONS	\$	330.92	
DD25184.10	ONEPATH MASTERFUND	PAYROLL DEDUCTIONS	\$	291.46	
DD25184.11	UNISUPER	PAYROLL DEDUCTIONS	\$	85.03	
DD25208.1	SPECTRUM SUPER	PAYROLL DEDUCTIONS	\$	21.67	
DD25208.2	REST SUPERANNUATION	PAYROLL DEDUCTIONS	\$	138.85	
DD25208.3	HOSTPLUS	PAYROLL DEDUCTIONS	\$	383.65	
DD25208.4	WA SUPER	PAYROLL DEDUCTIONS	\$	18,218.46	
DD25208.5	AUSTRALIAN SUPER	PAYROLL DEDUCTIONS	\$	797.33	
DD25208.6	FIRSTCHOICE PERSONAL SUPER	PAYROLL DEDUCTIONS	\$	11.95	
DD25208.7	MLC NOMINEES PTY LTD	PAYROLL DEDUCTIONS	\$	19.01	
DD25208.8	COMMBANK GROUP SUPER	PAYROLL DEDUCTIONS	\$	187.28	
DD25208.9	DILLON FAMILY SUPERFUND	PAYROLL DEDUCTIONS	\$	325.23	

SHIRE OF DONNYBROOK/BALINGUP
LOCAL GOVERNMENT ACT 1995
LIST OF ACCOUNTS AUTHORISED AND PAID BY THE CHIEF EXECUTIVE OFFICER IN ACCORDANCE WITH
DELEGATION NO. 3.2 AND PRESENTED TO COUNCIL ON 21 AUGUST 2020

Chq/EFT	Name	Description	Municipal	Trust
DD25208.10	ONEPATH MASTERFUND	PAYROLL DEDUCTIONS	\$ 303.76	
DD25208.11	UNISUPER	PAYROLL DEDUCTIONS	\$ 57.65	
			\$ 1,504,236.76	\$ -
				\$ 1,504,236.76

SHIRE OF DONNYBROOK/BALINGUP
LOCAL GOVERNMENT ACT 1995

**LIST OF ACCOUNTS AUTHORISED AND PAID BY THE
 CHIEF EXECUTIVE OFFICER IN ACCORDANCE WITH
 DELEGATION NO. 3.2 AND PRESENTED TO COUNCIL
 ON 21 AUGUST 2020.**

SUMMARY:

<i>Bank</i>	<i>Cheque Number</i>	<i>Amount</i>
Municipal	EFT19526a-EFT19718a, 53599 - 53602, DD25156.1- DD25156.7, DD25184.1 - DD25184.11 and DD25208.1 - DD25208.11	\$1,504,236.76
Trust		
<i>Monthly Cheque Totals</i>		<u><u>\$1,504,236.76</u></u>

CERTIFICATION OF EXECUTIVE MANAGER CORPORATE & COMMUNITY

This schedule of accounts paid under delegated authority (No 3.1) covering cheques numbered from EFT19526a-EFT19718a, 53599 - 53602, DD25156.1- DD25156.7, DD25184.1 - DD25184.11 and DD25208.1 - DD25208.11 totalling \$1,504,236.76 is herewith presented to Council. The payments have been checked and are fully supported by vouchers and invoices which have been duly certified as to the goods and the rendition of services, prices and computations and the amounts shown were due for payment.


 EXECUTIVE MANAGER CORPORATE & COMMUNITY 20/8/20
 _____ DATE



Interim Monthly Financial Reports

Management Statements

**For the period ended
30th June 2020**

Shire of Donnybrook-Balingup

Monthly Report to Council

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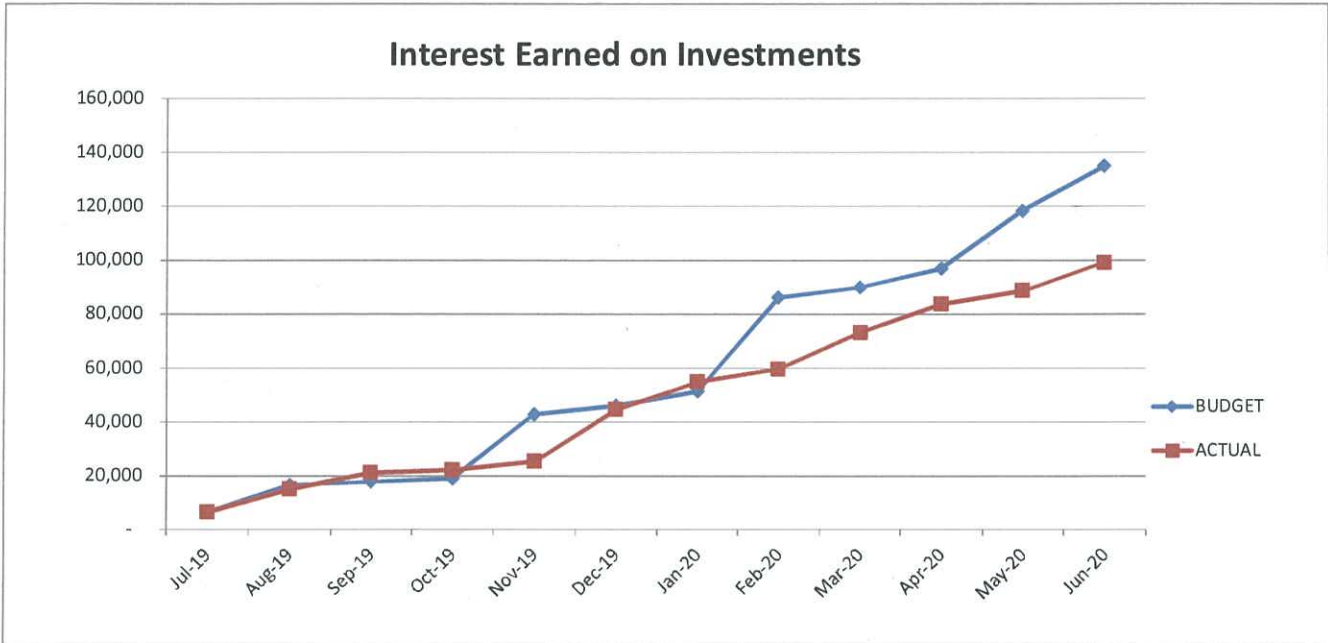
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Shire of Donnybrook / Balingup
Graphical Presentation of Key Financial Data
For Period ended 30th June 2020

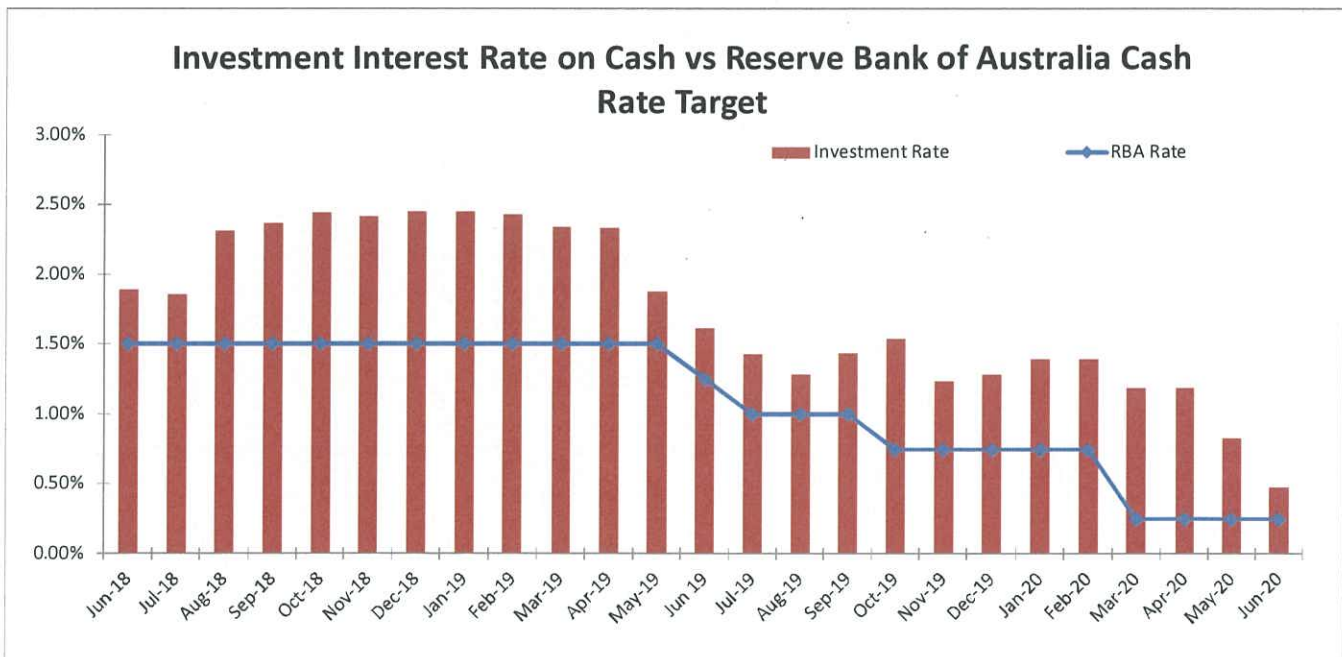
* **Cash & Investments**

As at reporting date total interest earnings on Shire Municipal and Reserve Funds are:

	YTD Actual	YTD Budget
Municipal Fund:	\$ 29,819	\$ 55,000
Reserve Fund:	\$ 69,496	\$ 80,000
	\$ 99,316	\$ 135,000



The following graph compares the Shire's interest rate earned on investments against the Reserve Bank's reference rate. Council has continued to maintain a return above the RBA cash target rate.

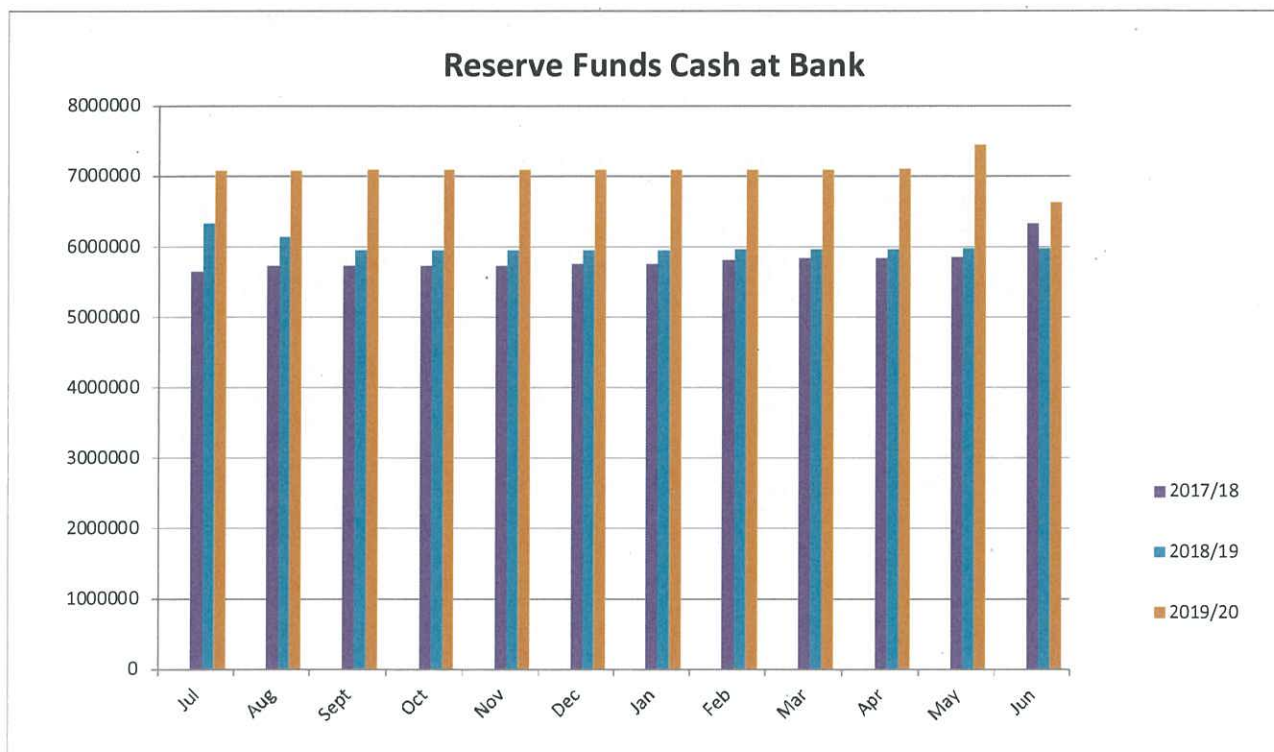
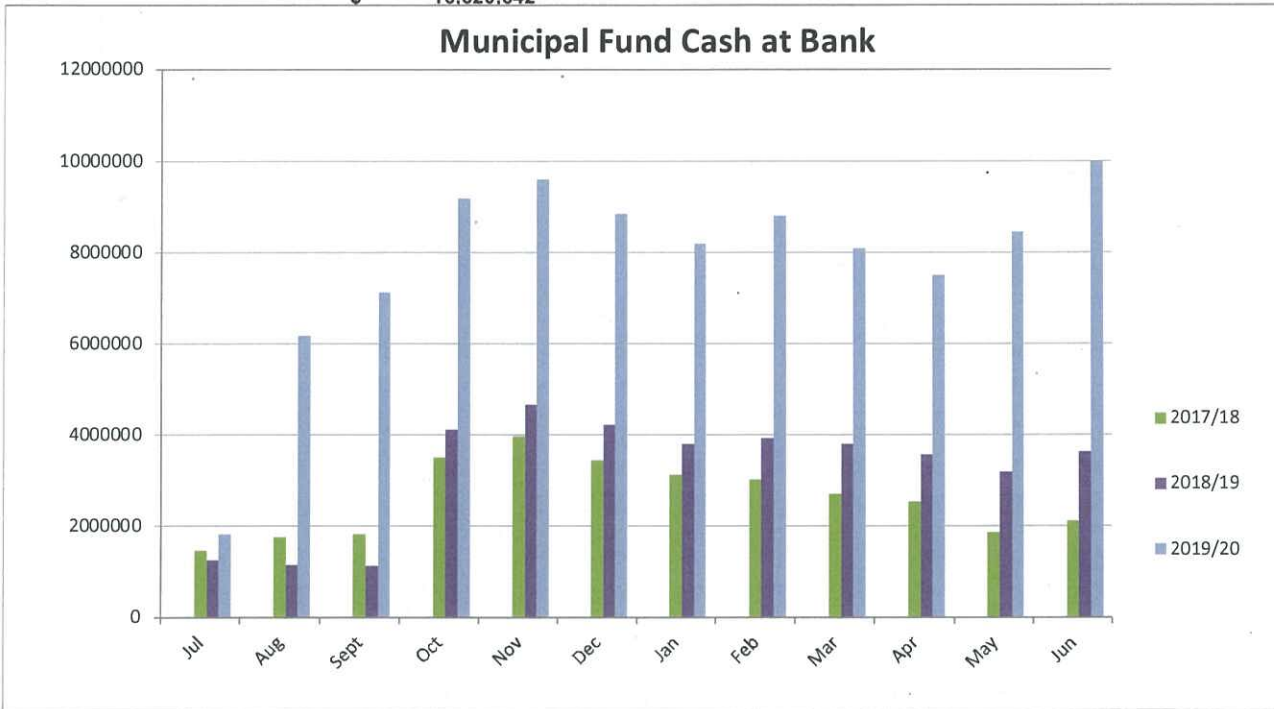


**Shire of Donnybrook / Balingup
Graphical Presentation of Key Financial Data
For Period ended 30th June 2020**

*** Cash & Investments**

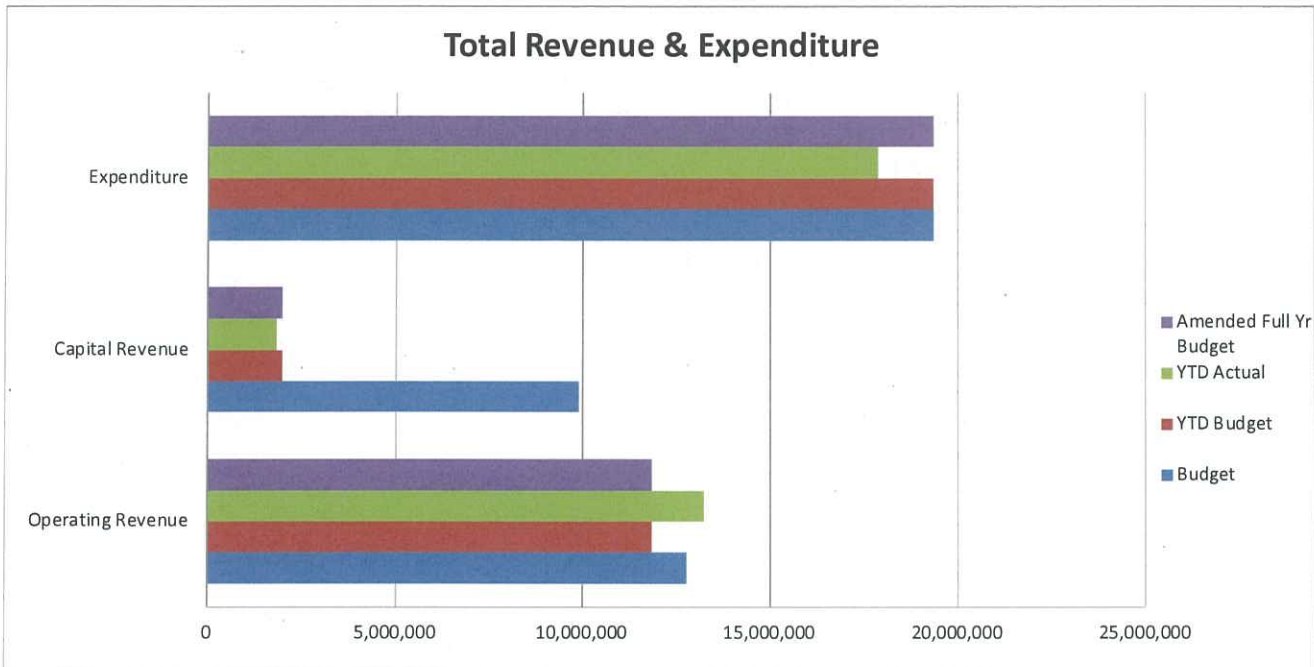
As at reporting date, the Shire's cash on hand as per the bank statements shows a reconciled balance of \$9,995,879. This includes investments held by the Shire of \$5,671,925.

Municipal Investment Funds total	\$	1,014,496
Restricted Funds - Bond Deposits	\$	4,657,429
 Municipal Fund Cash at Bank total	\$	4,323,954
Reserve Investment Funds Cash at Ban	\$	6,624,763
	\$	<u>16,620,642</u>



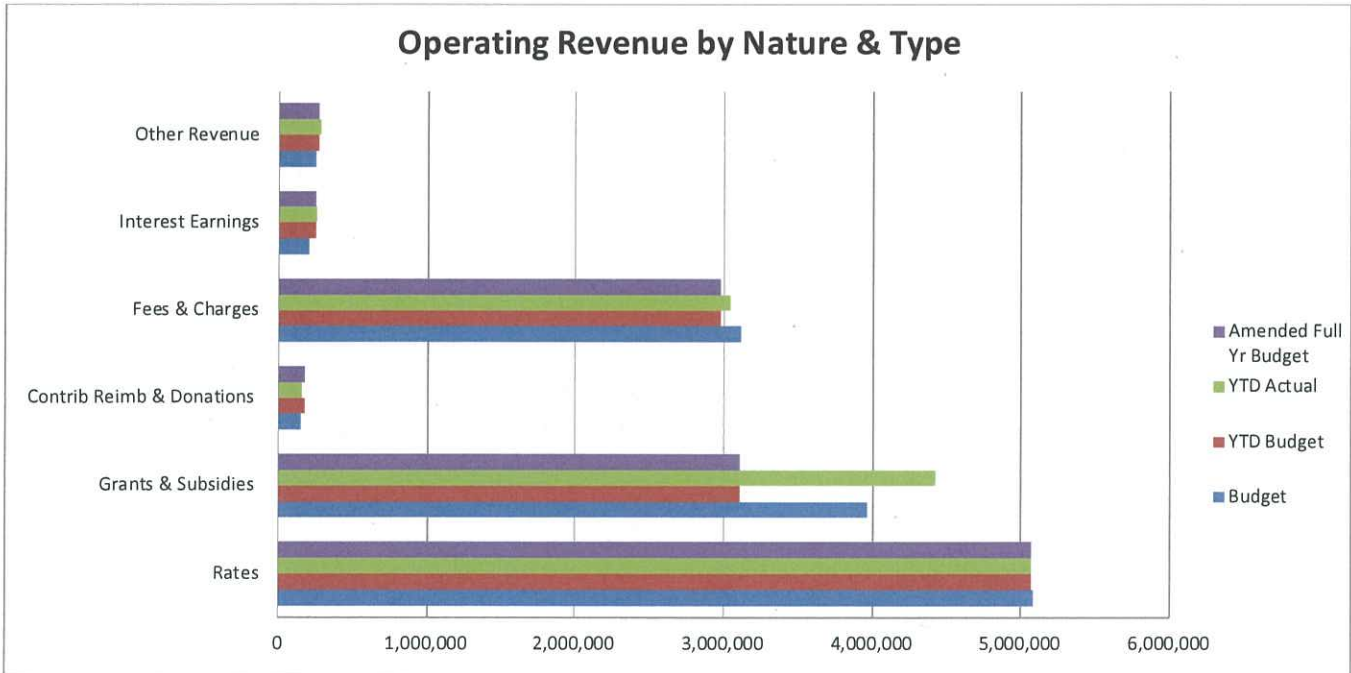
Shire of Donnybrook / Balingup
Graphical Presentation of Key Financial Data
For Period ended 30th June 2020

* **Nature & Type Reporting**



Total Revenue & Expenditure	Amended Budget	YTD Budget	YTD Actual	YTD Variance %
Operating Revenue	11,849,666	11,849,666	13,227,515	11.63%
Capital Revenue	2,013,213	2,013,213	1,833,619	(8.92%)
Expenditure	19,368,034	19,368,034	17,866,092	(7.75%)

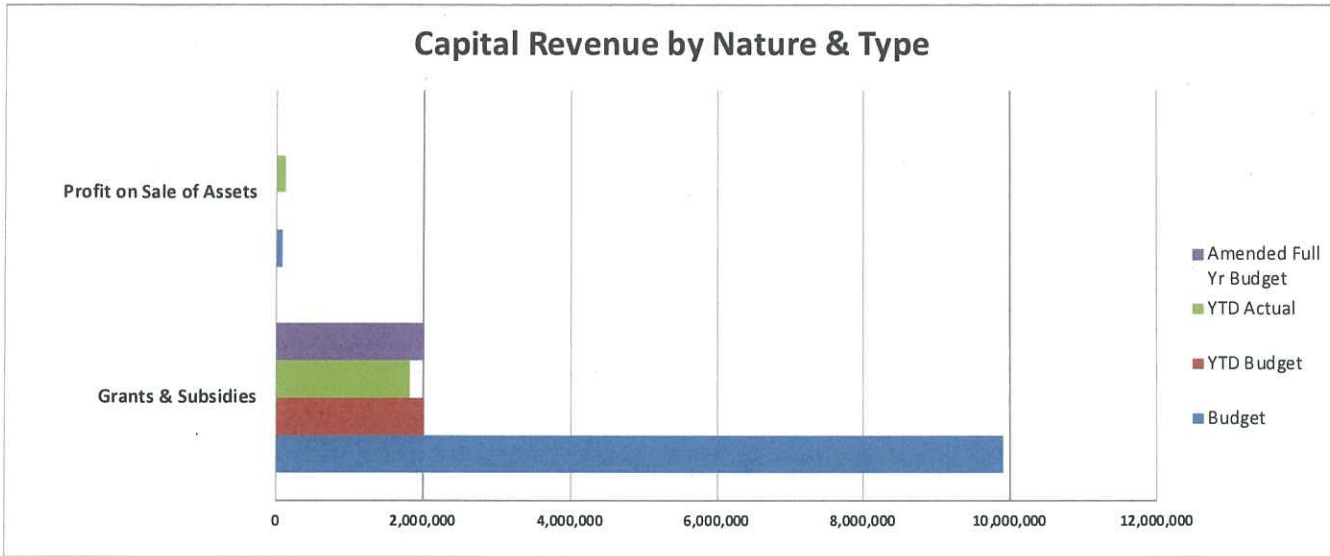
A further detailed analysis of total operating revenue, capital revenue and expenditures is provided via the various nature and type subsections listed below:



Operating Revenue by Nature & Type	Amended Budget	YTD Budget	YTD Actual	YTD Variance %
Rates	5,071,611	5,071,611	5,072,526	0.02%
Grants & Subsidies	3,109,215	3,109,215	4,422,070	42.22%
Contrib Reimb & Donations	176,094	176,094	156,846	(10.93%)
Fees & Charges	2,973,735	2,973,735	3,036,269	2.10%
Interest Earnings	253,500	253,500	256,081	1.02%
Other Revenue	265,511	265,511	283,722	6.86%
Total	11,849,666	11,849,666	13,227,515	

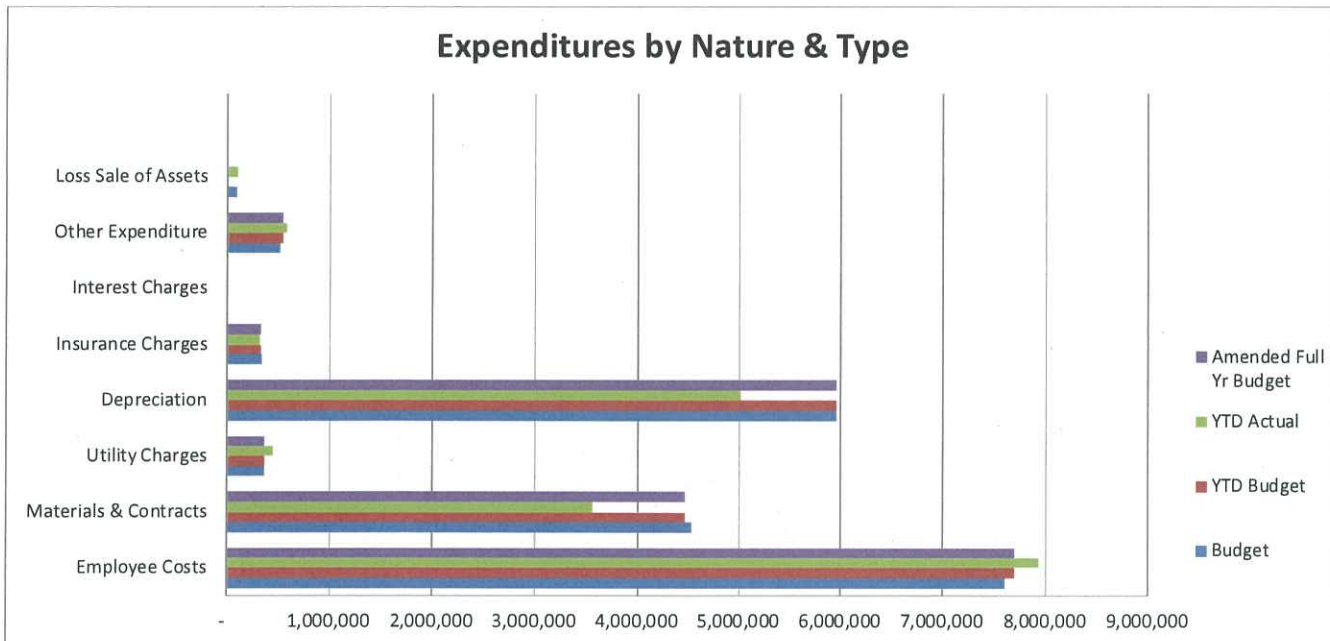
Shire of Donnybrook / Balingup
Graphical Presentation of Key Financial Data
For Period ended 30th June 2020

* **Nature & Type Reporting (continued)**



Capital Revenue by Nature and Type

	Amended Budget	YTD Budget	YTD Actual	YTD Variance %
Grants & Subsidies	2,013,213	2,013,213	1,817,234	(9.73%)
Profit on Sale of Assets	0	0	121,153	
Total	2,013,213	2,013,213	1,938,387	

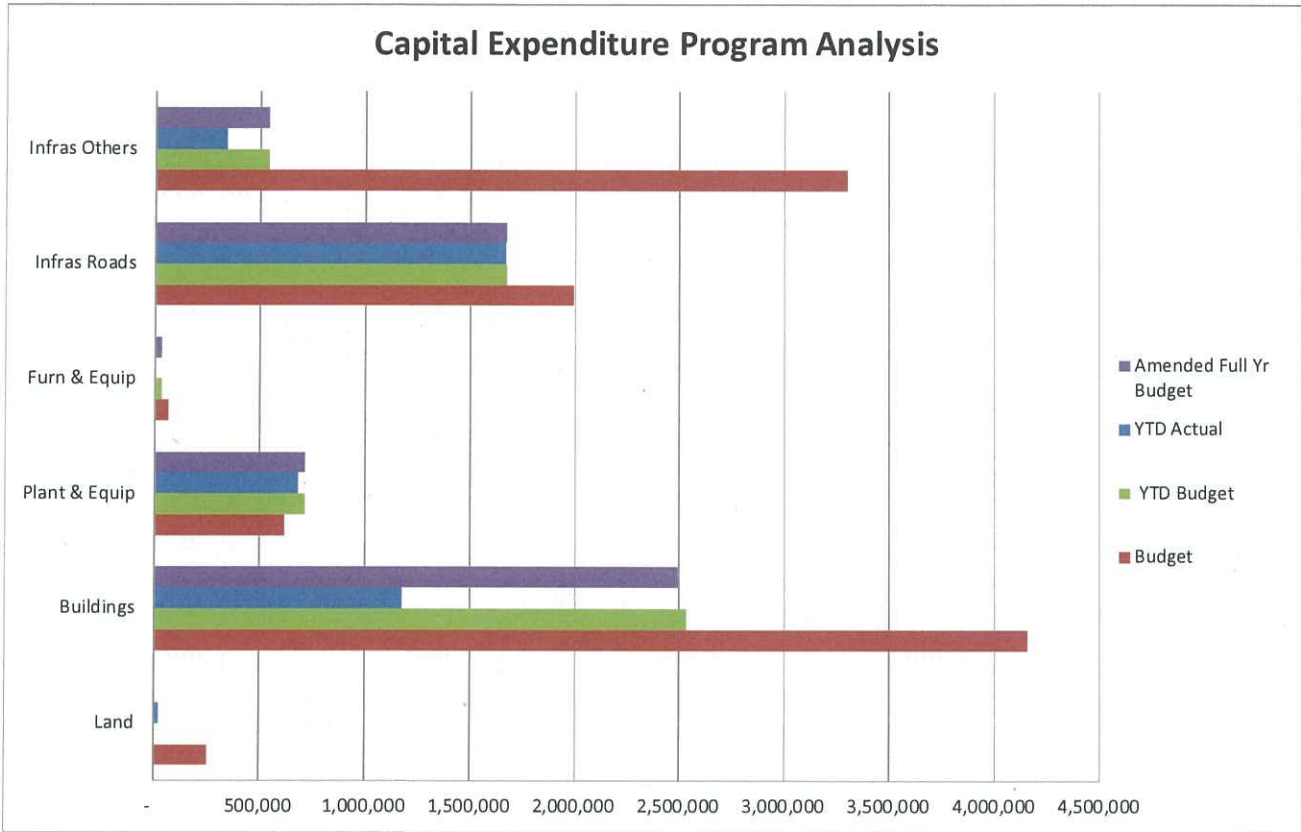


Expenditures by Nature and Type

	Amended Budget	YTD Budget	YTD Actual	YTD Variance %
Employee costs	7,700,719	7,700,719	7,929,129	2.97%
Materials and contracts	4,461,098	4,461,098	3,557,349	(20.26%)
Utility charges	368,531	368,531	449,236	21.90%
Depreciation on Non Current Assets	5,960,334	5,960,334	5,016,739	(15.83%)
Insurance charges	327,961	327,961	323,687	(1.30%)
Interest charges	9,786	9,786	7,349	(24.90%)
Loss on sale of asset	0	0	104,768	
Other expenditure	539,605	539,605	582,604	7.97%
TOTAL	19,368,034	19,368,034	17,970,861	

Shire of Donnybrook / Balingup
Graphical Presentation of Key Financial Data
For Period ended 30th June 2020

* **Capital Acquisitions by Asset Class**



Capital Acquisitions

	Amended Budget	YTD Budget	YTD Actual	YTD Variance %
Land	2,000	2,000	21,682	984.10%
Buildings	2,491,038	2,538,954	1,176,224	(53.67%)
Plant & Equipment	715,245	715,245	682,535	(4.57%)
Furniture & Equipment	30,900	30,900	0	(100.00%)
Infrastructure Roads	1,672,108	1,672,108	1,670,267	(0.11%)
Infrastructure Others	540,398	540,398	338,891	(37.29%)
TOTAL	5,451,689	5,499,605	3,889,599	

Shire of Donnybrook / Balingup
Operating Statement
For Period ended 30th June 2020

		Adopted Budget 2019/20	Amended Budget 2019/20	Budget Year-to-date 2019/20	Actual Year-to-date 2019/20
Operating Revenues					
Rate Revenue	3	5,084,690	5,071,611	5,071,611	5,072,526
General Purpose Funding	3	1,238,782	1,224,579	1,219,179	2,266,591
Governance	4	25,189	32,121	32,771	34,705
Law, Order & Public Safety	5	590,180	448,488	452,488	466,253
Health	7	163,128	163,128	163,128	159,659
Education and Welfare	8	3,961,897	3,203,057	3,203,057	3,546,336
Community Amenities	10	1,215,567	1,158,806	1,158,806	1,147,926
Recreation & Culture	11	351,658	201,873	201,873	203,362
Transport	12	5,594	8,500	9,250	10,009
Economic Services	13	148,790	152,703	152,703	166,123
Other Property & Services	14	126,792	134,800	134,800	154,024
		12,912,267	11,799,666	11,799,666	13,227,515
Operating Expenses Excluding Borrowing Costs Expenses					
General Purpose Funding	3	(163,296)	(161,796)	(159,796)	(216,724)
Governance	4	(1,214,385)	(1,221,266)	(1,221,266)	(1,169,267)
Law, Order & Public Safety	5	(1,476,583)	(1,420,858)	(1,420,858)	(1,258,499)
Health	7	(237,845)	(233,201)	(233,201)	(225,527)
Education and Welfare	8	(4,542,002)	(4,573,223)	(4,573,223)	(4,455,786)
Community Amenities	10	(1,801,729)	(1,725,861)	(1,725,861)	(1,639,261)
Recreation & Culture	11	(3,445,195)	(3,434,774)	(3,434,774)	(2,915,244)
Transport	12	(5,110,240)	(5,103,180)	(5,105,180)	(4,638,435)
Economic Services	13	(650,774)	(609,768)	(609,768)	(592,880)
Other Property & Services	14	(226,792)	(332,884)	(332,884)	(282,177)
		(18,868,841)	(18,816,811)	(18,816,811)	(17,393,799)
Borrowing Costs Expenses					
Governance	4	0	0	0	(554)
Law, Order & Public Safety	5	0	0	0	(537)
Health	7	(4,321)	(4,321)	(4,321)	(3,895)
Education and Welfare	8	0	0	0	(58)
Recreation and Culture	11	(1,941)	(1,941)	(1,941)	(2,269)
Transport	12	0	0	0	(0)
Economic Services	13	(3,524)	(3,524)	(3,524)	(1,885)
		(9,786)	(9,786)	(9,786)	(9,199)
Contributions/Grants for the Development of Assets					
Law, Order & Public Safety	5	987,536	574,625	574,625	535,099
Education and Welfare	8	4,175,000	50,000	50,000	0
Community Amenities	10	1,500,000	50,000	50,000	8,488
Recreation & Culture	11	1,985,448	130,448	130,448	29,448
Transport	12	1,262,140	1,258,140	1,258,140	1,244,199
		9,910,124	2,063,213	2,063,213	1,817,234
GAIN OR (LOSS) ON THE DISPOSAL OF ASSETS					
Transport	12	(2,096)	0	0	(29,547)
Economic Services	13	(6,763)	0	0	45,931
		(8,859)	0	0	16,384
Net Profit OR Loss / Result		3,934,905	(4,963,718)	(4,963,718)	(2,341,864)

Shire of Donnybrook / Balingup
Operating Statement (by Nature/Type)
For the Period ended 30th June 2020

	Adopted Budget 2019/20	Amended Budget 2019/20	Budget Year-to-date 2019/20	Actual Year-to-date 2019/20
OPERATING REVENUE AND EXPENDITURE				
(a) <u>Summary by Nature and Type</u>				
Revenue				
Rates	5,084,690	5,071,611	5,071,611	5,072,526
Grants and Subsidies (Operating)	3,962,932	3,109,215	3,109,215	4,422,070
Contributions Reimbursements and Donations (Operating)	152,626	176,094	176,094	156,846
Fees and Charges	3,113,848	2,973,735	2,973,735	3,036,269
Interest Earnings	202,000	253,500	253,500	256,081
Other Revenue	246,152	265,511	265,511	283,722
	12,762,248	11,849,666	11,849,666	13,227,515
Expenditure				
Employee Costs	(7,598,514)	(7,700,719)	(7,700,719)	(7,929,129)
Materials and Contracts	(4,536,331)	(4,461,098)	(4,461,098)	(3,557,349)
Utility Charges	(369,249)	(368,531)	(368,531)	(449,236)
Depreciation on Non Current Assets	(5,960,334)	(5,960,334)	(5,960,334)	(5,016,739)
Insurance Expenses	(344,487)	(327,961)	(327,961)	(323,687)
Interest Expenses	(9,786)	(9,786)	(9,786)	(7,349)
Other Expenses	(523,994)	(539,605)	(539,605)	(582,604)
	(19,342,695)	(19,368,034)	(19,368,034)	(17,866,092)
Less Applicable to Capital Works	(614,087)	(541,437)	(541,437)	(463,095)
	(5,966,360)	(6,976,931)	(6,976,931)	(4,175,483)
Non-operating grants, subsidies and contributions	9,910,124	2,013,213	2,013,213	1,817,234
Profit on asset disposals	84,060	0	0	121,153
Loss on asset disposals	(92,919)	0	0	(104,768)
Net result	3,934,905	(4,963,718)	(4,963,718)	(2,341,864)
Total Comprehensive Income	3,934,905	(4,963,718)	(4,963,718)	(2,341,864)

Shire of Donnybrook / Balingup
Operating Statement (by Nature/Type - detail)
For the Period ended 30th June 2020

OPERATING REVENUE AND EXPENDITURE (b) Classified According to Nature and Type:	2019/2020			
	Original Budget	Amended Budget	YTD Budget	Actual
<u>OPERATING REVENUE</u>				
Rate Revenue				
Rates	5,084,690	5,071,611	5,071,611	5,072,526
Grants & Subsidies (Operating)				
** General Purpose Grant	962,499	962,499	962,499	2,029,873
Interest on Deferred Rates	3,200	3,200	3,200	3,583
Other Grants	563,048	350,352	350,352	349,867
Aged Hostel Subsidy	2,434,185	1,793,164	1,793,164	2,038,747
Grants & Subsidies (Capital)				
MRD Special Grants	1,156,140	1,156,140	1,156,140	1,084,576
Other Grants	7,877,984	844,073	844,073	720,658
Contributions & Donations (Operating)				
Contributions, Reimbursements & Donations	152,626	176,094	176,094	156,846
Contributions & Donations (Cap)				
Contributions, Reimbursements & Donations	876,000	13,000	13,000	12,000
Fees and Charges				
Rates Instalment Charges	21,030	21,030	21,030	22,515
Rates Direct Debit Fees	6,650	6,650	6,650	8,268
Refuse Removal Charges	577,938	590,177	590,177	585,162
Waste Management Levy	496,921	496,921	496,921	492,822
Rental Income	1,443,544	1,419,891	1,419,891	1,494,330
Hall Income	11,492	11,492	11,492	10,332
Ground Rent	10,355	5,309	5,309	2,975
Recreation Centre Income	189,700	139,393	139,393	142,480
Caravan Park	39,850	29,500	29,500	39,598
Fines and Penalties	7,100	7,100	7,100	3,246
Other Fees and Charges	304,268	241,272	241,272	233,844
Private Works	5,000	5,000	5,000	695
Interest Earnings				
Rates Penatly Interest Charge	51,500	51,500	51,500	53,368
Interest on Rates Instalments	15,500	21,000	21,000	20,872
Interest on Municipal Funds	55,000	101,000	101,000	94,223
Interest on Reserve Funds	80,000	80,000	80,000	87,618
Other Revenue				
Royalties	25,020	25,020	25,020	26,131
Commissions	8,275	8,275	8,275	8,537
Other Income	16,967	16,568	16,568	14,765
Reimbursements	195,890	215,648	215,648	234,290
Profit on Sale of Non-Current Assets	84,060	0	0	121,153
Total Operating Revenue	22,756,432	13,862,879	13,862,879	15,165,902

Shire of Donnybrook / Balingup
Operating Statement (by Nature/Type - detail)
For the Period ended 30th June 2020

OPERATING REVENUE AND EXPENDITURE	2019/2020			
	Original Budget	Amended Budget	YTD Budget	Actual
(b) Classified According to Nature and Type:				
OPERATING EXPENDITURE				
Employee Costs				
Salaries and Wages (Operating only, excludes Capital)	6,380,652	6,432,332	6,432,332	6,551,394
Superannuation	667,098	701,380	701,380	668,306
Workers Compensation	252,936	286,356	286,356	283,827
Clothing and Uniforms	65,088	71,858	71,858	72,068
Training Expenses	118,563	94,780	94,780	50,100
Fringe Benefits Tax	87,090	78,702	78,702	94,844
Employee Provisions	0	0	0	186,061
Other Employee Costs	27,087	35,311	35,311	22,529
Materials				
Chemicals / Gas	26,155	26,155	26,155	12,349
General Supplies	476,792	561,880	561,880	461,535
Road Materials	210,160	216,860	216,860	147,815
Phone/Fax	47,351	51,537	51,537	69,647
Fuels & Oils	176,000	180,650	180,650	195,465
Plant Parts	178,992	181,492	181,492	136,123
Tools/Hardware	1,550	4,050	4,050	15,491
Office Supplies	142,753	143,753	143,753	59,483
Garden Supplies	43,313	43,313	43,313	87,423
Kiosk Purchases (Rec)	22,202	17,002	17,002	11,060
Freight & Transport	8,890	9,690	9,690	11,178
Safety Equipment	250	250	250	9,688
Contracts				
Lease & Rental Expenses	21,844	39,844	39,844	484
Service Contracts & Repairs	163,921	168,421	168,421	134,548
Contract Labour	2,187,514	2,058,197	2,058,197	1,421,570
Plant Hire (External)	4,300	4,300	4,300	32,727
Security Service	3,563	3,563	3,563	4,197
Professional Services & Consultants	400,406	388,543	388,543	408,659
Rubbish Disposal Contract	307,063	284,650	284,650	235,623
Recycling Contract	113,312	76,948	76,948	102,283
Utility Charges				
Sewerage	21,679	22,029	22,029	25,961
Electricity	280,112	276,939	276,939	306,914
Water	67,458	69,563	69,563	116,361
Insurance Expenses				
Insurance	344,487	327,961	327,961	323,687
Interest Expenses				
Interest on Loans	9,786	9,786	9,786	7,349

Shire of Donnybrook / Balingup
Operating Statement (by Nature/Type - detail)
For the Period ended 30th June 2020

4. OPERATING REVENUE AND EXPENDITURE	2019/2020			
	Original Budget	Amended Budget	YTD Budget	Actual
(b) Classified According to Nature and Type:				
OPERATING EXPENDITURE (cont)				
Other Expenditure				
Refreshments	38,752	36,930	36,930	29,797
Subscriptions / Donations	216,081	214,537	214,537	167,057
Valuations / Title Searches	26,500	26,500	26,500	29,598
Postage	10,850	10,850	10,850	13,374
Accommodation	500	500	500	7,278
Licence Fees	19,350	19,350	19,350	2,264
Advertising	43,334	43,584	43,584	36,460
Councillor Allowances	131,478	131,478	131,478	124,638
Bank Charges	24,360	25,360	25,360	16,972
Other Expenditure	12,789	30,516	30,516	155,167
Loss on Sale of Non-Current Assets	92,919	0	0	104,768
Depreciation				
Depreciation on Assets	5,960,334	5,960,334	5,960,334	5,016,739
Less: Applicable to Capital Works	(614,087)	(541,437)	(541,437)	(463,095)
Total Operating Expenditure	18,821,527	18,826,597	18,826,597	17,507,766
NET PROFIT OR LOSS / RESULT	3,934,905	(4,963,718)	(4,963,718)	(2,341,864)

** Note: General Purpose grants exceeds budget due to 50% contribution for 20/21 received May 20

Shire of Donnybrook - Balingup
Statement of Financial Activity
For the Period ended 30th June 2020

		2019/20 Original Budget \$	2019/20 Amended Budget \$	2019/20 YTD Budget \$	2019/20 YTD Actual \$	Variances Budget to Actual YTD %
REVENUES						
General Purpose Funding (Excl. Rates)	3	2,288,138	1,224,579	1,219,179	2,266,591	85.91
Governance	4	25,189	32,121	32,771	34,705	5.90
Law, Order, Public Safety	5	590,180	448,488	452,488	466,253	3.04
Health	7	163,128	163,128	163,128	159,659	(2.13)
Education and Welfare	8	3,961,897	3,203,057	3,203,057	3,546,336	10.72
Community Amenities	10	1,215,567	1,158,806	1,158,806	1,147,926	(0.94)
Recreation and Culture	11	330,408	201,873	201,873	203,362	0.74
Transport	12	6,404	8,500	9,250	19,212	107.70
Economic Services	13	156,290	152,703	152,703	278,073	82.10
Other Property and Services	14	119,292	134,800	134,800	154,024	14.26
		8,856,493	6,728,055	6,728,055	8,276,141	23.01
EXPENSES						
General Purpose Funding	3	(163,296)	(161,796)	(159,796)	(216,724)	35.63
Governance	4	(1,214,385)	(1,221,266)	(1,221,266)	(1,169,821)	(4.21)
Law, Order, Public Safety	5	(1,476,583)	(1,420,858)	(1,420,858)	(1,259,036)	(11.39)
Health	7	(237,845)	(237,522)	(237,522)	(229,422)	(3.41)
Education and Welfare	8	(4,542,002)	(4,573,223)	(4,573,223)	(4,455,844)	(2.57)
Community Amenities	10	(1,801,729)	(1,725,861)	(1,725,861)	(1,639,261)	(5.02)
Recreation & Culture	11	(3,445,195)	(3,436,715)	(3,436,715)	(2,917,513)	(15.11)
Transport	12	(5,110,240)	(5,103,180)	(5,105,180)	(4,677,185)	(8.38)
Economic Services	13	(654,298)	(613,292)	(613,292)	(726,801)	18.51
Other Property and Services	14	(223,268)	(332,884)	(332,884)	(282,177)	(15.23)
		(18,868,841)	(18,826,597)	(18,826,597)	(17,573,784)	(6.65)
Net Operating Result Excluding Rates:		(10,012,348)	(12,098,542)	(12,098,542)	(9,297,643)	(23.15)
Adjustments for Cash Budget Requirements:						
Non-Cash Expenditure and Income						
(Profit)/Loss on Asset Disposals		8,859	0	0	(16,384)	
Depreciation on Assets		5,960,334	5,960,334	5,960,334	5,016,739	(15.83)
Capital Expenditure and Income						
Non Operating Grants, Subsidies & Contributions		9,910,124	2,063,213	2,063,213	1,817,234	(11.92)
Purchase Land and Buildings		(7,627,588)	(2,493,038)	(2,540,954)	(1,197,906)	(52.86)
Purchase Infrastructure Assets - Roads		(1,680,000)	(1,672,108)	(1,672,108)	(1,670,267)	(0.11)
Purchase Infrastructure Assets - Other		(3,896,384)	(540,398)	(540,398)	(338,891)	(37.29)
Purchase Plant and Equipment		(1,187,616)	(715,245)	(715,245)	(682,535)	(4.57)
Purchase Furniture and Equipment		(111,429)	(30,900)	(30,900)	0	(100.00)
Proceeds from Disposal of Assets		244,999	437,725	437,725	590,337	34.86
Repayment of Debentures		(32,213)	(32,213)	(32,213)	(32,452)	0.74
Repayment of Preston Village Fixed Loans		(620,000)	(620,000)	(620,000)	(285,000)	(54.03)
Lease Principal Repayments		0	0	0	(58,719)	
Proceeds from Leased Preston Village		620,000	620,000	620,000	285,000	(54.03)
Proceeds from New Debentures		1,554,530	1,374,530	1,374,530	291,000	(78.83)
Adjust Self Supporting Loan		0	0	0	0	
Self-Supporting Loan Principal Income		8,660	8,660	8,660	8,899	2.75
Transfers to Reserves (Restricted Assets)		(901,149)	(1,098,572)	(1,098,572)	(1,212,043)	10.33
Transfers from Reserves (Restricted Assets)		2,676,531	2,836,001	2,883,917	3,628,724	25.83
Adjust for Initial Recognition Contract Liability		0	0	0	(864,295)	
Adjust Employee Entitlements		0	0	0	(15,991)	
Adjust Non Current Assets & Liabilities		0	0	0	(26,031)	
ADD Estimated Surplus/(Deficit) July 1 B/Fwd		0	11,994	11,994	11,994	
LESS Estimated Surplus/(Deficit) June 30 C/Fwd			(916,948)	(916,948)	1,037,126	(213)
Budgeted deficiency before general rates		(5,084,690)	(5,071,611)	(5,071,611)	(5,072,526)	0.02
Estimated amount to be raised from general rates		5,084,690	5,071,611	5,071,611	5,072,526	
Surplus / (deficit)		0	0	0	0	

Variance Reporting Threshold - \$5,000

Account No.	Account Description	Account Type	Year to Date Budget 30/06/2020	Actual to 30/06/2020	Variance Amount	Variance %	Permanent Variation	Comment
General Purpose Funding								
1962	LEGAL COSTS (RATES)	Exp	16,000	4,609	-11,391	-71.19	x	Reduced expenditure due to reduction in legal action
0121	REIMBURSEMENT - DEBT RECOVERY	Inc	-16,000	-3,921	12,079	-75.50	x	Reduced income due to reduction in action
0091	GRANTS - LGGC FINANCIAL ASSISTANCE GRANTS	Inc	-962,499	-2,029,873	-1,067,374	110.90	x	Advanced payment of 50% for 2020/21 year received
4881	INTEREST - MUNICIPAL FUND	Inc	-35,000	-29,819	5,181	-14.80	x	Interest income is based on prevailing interest rates
4891	INTEREST - RESERVE FUND	Inc	-80,000	-69,496	10,504	-13.13	x	Interest income is based on prevailing interest rates
Governance								
0162	CR ALLOWANCES - TRAVEL	Exp	12,000	6,596	-5,404	-45.04		Full budget provision not utilised - reduced in travel claims.
0252	DONATIONS	Exp	22,888	17,268	-5,620	-24.55		Reduction in expenditure - \$5k grant funding carried forward to 20/21
0132	REFRESHMENT & ENTERTAIN	Exp	18,500	12,128	-6,372	-34.44	x	Full budget provision not utilised - reduced spending as directed via Budget review
0892	NON-SPECIFIC LEGAL COSTS	Exp	10,000	31,041	21,041	210.41	x	Expenditure has exceeded budget due to increase in legal action
0182	SUBSCRIPTIONS	Exp	58,689	31,208	-27,481	-46.83		Savings identified for Website re-design and development
0952	AUDIT FEES	Exp	40,500	27,375	-13,125	-32.41	x	Expenditure has exceeded budget estimates
0262	ADMIN TRAINING CONFERENCE & COURSE FEES	Exp	40,000	26,226	-13,774	-34.44		Reduction in spending due to Covid 19.
1072	FRINGE BENEFITS TAX	Exp	38,500	31,626	-6,874	-17.85	x	FBT less than budget estimates
0362	OFFICE & SURROUNDS MTCE.	Exp	93,261	78,136	-15,125	-16.22		Expenditure \$15k under full year budget provision
0852	BANK CHARGES (WITH GST)	Exp	20,000	14,126	-5,874	-29.37	x	Bank charges based on number of payments/transactions
0392	COMPUTER MTCE AGREEMENTS	Exp	114,121	104,185	-9,936	-8.71		Reduced expenditure due to timing of new Lease equipment
0352	COMPUTER SOFTWARE COSTS	Exp	40,000	14,767	-25,233	-63.08		Desktop licenses not required, IT Vision service updates currently under a needs driven approach.
0532	TELEPHONE & FACSIMILE	Exp	17,000	22,265	5,265	30.97	x	Telephone expenditure exceeds full year budget - this relates to increase in Directory Listing charges, staff are currently reviewing for next financial year.
6022	FURNITURE & EQUIPMENT UNDER THRESHOLD	Exp	17,500	4,397	-13,103	-74.87	x	Reduced spending as result of Budget Review
0564	BUILDINGS - ADMIN	Exp	166,030	24,813	-141,217	-85.06	x	Admin office upgrades postponed.
0584	FURNITURE AND EQUIPMENT	Exp	30,000	0	-30,000	-100.00	x	Upgrade of telephone system postponed.
0617	CARRIED FORWARD PROJECT RESERVE	Inc	-35,689	-5,000	30,689	-85.99		Reserve Tfr for upgrade of phone system not required for 19/20
2063	TRANSFER FROM CARRIED FORWARD RESERVE	Inc	-13,844	0	13,844	-100.00		Reserve Tfr for internal & external communications strategy not required.
8075	PROCEEDS OF LOAN - ADMIN CENTRE DBK	Inc	-154,530	0	154,530	-100.00	x	Loan for Admin centre upgrades cancelled
Law, Order & Public Safety								
0632	FIRE CONTROL EXPENSES	Exp	65,000	39,859	-25,141	0.00		Some anticipated projects not completed during 19/20
0672	PUBLIC STANDPIPES	Exp	12,000	17,283	5,283	44.02	x	Additional revenue received from sale of water from standpipes
5142	ESL OPERATING EXPENSES SHIRE	Exp	261,980	256,922	-5,058	-1.93		Protective clothing and equipment not received by 30th June
6962	BUSH FIRE MITIGATION - SEMC	Exp	163,320	96,166	-67,154	-41.12		Full budget provision not utilised due to timing of mitigation works program
0745	REIMBURSEMENTS	Inc	-200	-9,884	-9,684	4841.88	x	Additional funds received for Beelerup Fire and Mitigation work
6963	GRANTS - BUSHFIRE MITIGATION	Inc	-163,320	-88,082	75,238	-46.07		Grant funding dependant on timing of Mitigation work
5123	GRANTS - VBFB ESL OPERATING GRANT	Inc	-149,785	-205,434	-55,649	37.15	x	Additional funding of \$55k received for 18/19 ESL expenditure
5983	REIMBURSEMENTS CESM	Inc	-74,436	-87,326	-12,890	17.32		Recoup based on 60% of actual expenditure
0384	BUSH FIRE BUILDINGS - CAP WORKS	Exp	655,125	577,722	-77,403	-11.81		Capital works for Beelerup BFB expected to be completed by 31st July
0765	GRANTS (CAPITAL) - VBFB ESL ASSETS	Exp	-574,625	-535,099	39,526			Ferndale Station improvements c/forward to 20/21
1163	GRANT - SES ESL OPERATING GRANT	Inc	-12,247	-19,701	-7,454	60.86	x	Additional funding received during 19/20
Health								
3492	OTHER EMPLOYEE COSTS	Exp	8,000	0	-8,000	-100.00	x	Provision for relief EHO not required during 19/20
Education and Welfare								
Preston Village								
4192	PRESTON VILLAGE RETIREMENT UNITS	Exp	88,267	69,765	-18,502	-20.96		Mtce works at Preston Village under budget expenditure
1523	FEES & CHARGES - LEASE PRESTON VILLAGE	Inc	-49,832	-37,230	12,602	-25.29	x	Reduction in income due to vacant unit
1174	PRESTON RETIREMENT VILLAGE - REPAY FIXED LOAN	Exp	620,000	285,000	-335,000	-54.03	x	Reduced expenditure - only 1 unit sold during 19/20.
0315	PROCEEDS FROM LEASED PROPERTY LOT 141 SHARP	Inc	-620,000	-285,000	335,000	-54.03	x	Reduced income - due to change in market values and sale of 1 unit for 19/20
4714	RETIREE FUNDED UNITS LOT 152 - BUILDING	Exp	900,000	5,175	-894,825	-99.42		Minimal expenditure incurred for Preston Village - capital costs deferred during 19/20
0525	PROCEEDS OF LOAN - RETIREE UNITS DBK	Inc	-900,000	0	900,000	-100.00	x	Construction of Units 14-17 Preston Village has been postponed - Loan funding will not required during 19/20

Variance Reporting Threshold - \$5,000

Account No.	Account Description	Account Type	Year to Date Budget 30/06/2020	Actual to 30/06/2020	Variance Amount	Variance %	Permanent Variation	Comment
Education and Welfare								
Well Aged Units								
1734	MINNINUP COTTAGES 5 - 8 MAINTENANCE	Exp	32,275	20,805	-11,470	-35.54		Full budget provision not utilised - reductions as directed to staff during Budget Review process.
1773	FEES & CHARGES - LEASE MINNINUP COTTAGES U 9-1:	Inc	-34,153	-27,920	6,233	-18.25	x	Reduction in lease income due to vacant units
1775	FROM AGED HOUSING RESERVE	Inc	-58,301	-26,009	32,292	-55.39		Reduction in Reserve transfer for Capital costs for Well Aged Units & Preston Village
Tuia Lodge								
0983	TUIA LODGE STAFF TRAINING	Exp	15,000	9,967	-5,033	-33.55	x	Reduction in training expenditure as directed from Budget Review
1662	SALARIES (T/LODGE)	Exp	2,181,463	2,262,407	80,944	3.71	x	Salaries have exceeded full year budget - budget inadequate
1672	SUPERANNUATION (T/LODGE)	Exp	226,830	215,179	-11,651	-5.14	x	Reduced expenditure of approx. \$10k - budget over estimate
1682	TUIA LODGE MTCE	Exp	1,014,175	1,028,364	14,189	1.40		Budget inadequate - increased operational expenditure required to meet service needs
6062	FURN. & EQUIP. TUIA - NON CAPITAL	Exp	0	5,767	5,767		x	Permanent Variation - no budget provision
1693	CARE INCOME - ACFI SUBSIDIES	Inc	-1,643,734	-2,038,747	-395,013	24.03	x	Increased income received for ACFI subsidy fees compared to budget review forecasts
1703	BASIC DAILY CARE FEE	Inc	-675,000	-697,149	-22,149	3.28	x	Improved revenue compared to budget review forecasts
1706	ACCOMMODATION FEE - DAILY ACCOMMODATION PAY	Inc	-249,000	-275,563	-26,563	10.67	x	Improved revenue compared to budget review forecasts
1707	CARE INCOME - RESIDENT FEES - MEANS TESTED CA	Inc	-115,000	-153,278	-38,278	33.28	x	Improved revenue compared to budget review forecasts
1708	CARE INCOME - RESIDENT FEES - OTHER	Inc	-15,000	-23,410	-8,410	56.07	x	Increased income for respite care
7384	BUILDINGS - TUIA LODGE	Exp	500,916	389,138	-111,778	-22.31		Reduced expenditure for fire suppression system and dementia ward extensions
0715	TRANSFER FROM BUILDINGS RESERVE	Inc	-130,916	-149,118	-18,202	13.90		Reserve Transfers for room upgrades, fire information panel and extensions
0445	PROCEEDS FROM LOAN - TUIA LODGE EXTENSIONS	Inc	-320,000	-291,000	29,000	-9.06	x	Loan requirements for fire suppression system reduced to \$291k
Other Welfare								
3322	CONSULTANCY - AGED CARE SERVICES	Exp	2,750	25,477	22,727	826.45	x	Charges for Aged Care review
8104	AFFORDABLE HOUSING - BRIDGE STREET	Exp	2,000	21,682	19,682	0.00		Project will not be a Council project going forward
7317	TRANSFER FROM UNSPENT GRANTS RESERVE	Inc	0	-526,631	-526,631	0.00	x	Reserve Trf for Bridge Street grant funding - Revenue will be transferred back to SWDC at completion of audit
Community Amenities								
1125	MELDENE PARK	Exp	6,000	0	-6,000	-100.00	x	No expenditure incurred during 2019.20
1762	DOMESTIC REFUSE COLLECT	Exp	195,000	154,202	-40,798	-20.92		Reduced expenditure for bin repairs and admin allocations
1772	RUBBISH SITES MTC	Exp	458,682	428,182	-30,500	-6.65		Surplus funds transferred to Waste Management Reserve
2022	LEGAL EXPENSES	Exp	6,000	12,506	6,506	108.43	x	Expenditure has exceeded budget due to increase in legal action
2142	OFFICE EXPENSES (TP)	Exp	10,076	4,606	-5,470	-54.29	x	Reduction in insurance costs and general office expenditures
2223	FEES & CHARGES - APPLICATIONS	Inc	-10,000	-16,964	-6,964	69.64	x	Planning application income has exceeded budget due to increase in applications lodged
2312	BLN CEMETERY MNTCE	Exp	26,800	19,327	-7,473	-27.88		Full budget provision for general mtce and grave digging not required
2322	PUBLIC CONVENIENCES	Exp	196,869	203,927	7,058	3.59		Increased expenditure on Public Convenience maintenance.
2404	VILLAGE GREEN TOILETS	Exp	12,670	1,465	-11,205	-88.44		Reduction in building maintenance expenditure
2405	GRANTS (CAPITAL) - ASSETS	Inc	-50,000	-8,488	41,512	-83.02	x	Apple Fun park Development - project carried forward to 20/21
1124	APPLE FUNPARK UPGRADES	Exp	50,000	3,588	-46,412	-92.82	x	Apple Fun park Development - project carried forward to 20/21
4902	TOWN PLANNING CONSULTANCY	Exp	10,000	4,752	-5,249	-52.49		Reduced expenditure - full budget provision for relief staff not required
4932	UPPER PRESTON CEMETERY	Exp	14,659	4,816	-9,843	-67.15	x	Full budget provision for general mtce and grave digging not required
0964	CEMETERIES - INFRASTRUCTURE	Exp	15,000	2,800	-12,200	-81.33		Scope reduced to achieve savings as per CEO instructions
0965	PUBLIC TOILETS - ASSET MANAGEMENT PLAN	Exp	20,604	7,254	-13,350	-64.79		Full budget provision not utilised - projects final costs under budget
Recreation and Culture								
2575	TRNSFR FROM BUILD RESERVE	Inc	-94,822	-50,279	44,543	-46.98		Projects final costs under budget - full Reserve transfer not required
1064	BUILDINGS VARIOUS HALLS	Exp	88,944	50,279	-38,665	-43.47	x	Reduced expenditure for painting - \$24k Dbk Hall, Balingup Hall \$6.5k and \$6k for Dbk Child Health have been deferred.
2722	REC CENTRE MTCE	Exp	346,230	276,432	-69,798	-20.16	x	Reduced expenditure due to facility being closed for Covid 19
2752	OTHER STAFF COSTS - DBK REC CENTRE	Exp	32,371	14,747	-17,624	-54.44	x	Reduced expenditure due to facility being closed for Covid 19
7294	BUILDINGS - DBK RECREATION CENTRE	Exp	55,500	36,988	-18,512	-33.36		Upgrade work c/forward to 20/21
8904	REC CENTRE CAPITAL FURN & EQUIPMENT	Exp	13,900	0	-13,900	-100.00		Unspent funds transferred to Carried Forward Projects Reserve
2672	MITCHELL PARK	Exp	139,132	90,830	-48,302	-34.72	x	General maintenance costs less than budget estimates due to temporary closure of facility

Variance Reporting Threshold - \$5,000

Account No.	Account Description	Account Type	Year to Date Budget 30/06/2020	Actual to 30/06/2020	Variance Amount	Variance %	Permanent Variation	Comment
Recreation and Culture								
2642	PARKS & RESERVES GENERAL	Exp	605,780	570,813	-34,967	-5.77	x	General maintenance costs less than budget estimates due to temporary closure of facility
2662	EGAN PARK	Exp	82,451	59,378	-23,073	-27.98	x	General maintenance costs less than budget estimates due to temporary closure of facility
2712	BLN PARKS & RESERVES	Exp	202,384	217,575	15,191	7.51	x	Increased expenditure - electricity and water charges not included in original budget
1583	GRANTS - PROGRAMS	Inc	-12,500	0	12,500	-100.00	x	Kid sport funding no longer received by Shire
7824	FOOTBALL CLUBROOMS	Exp	48,348	41,684	-6,664	-13.78	x	Projects final costs under budget
2763	FEES & CHARGES - PROPERTY LEASES (MITCHELL PAI	Inc	0	-6,540	-6,540		x	Increased income - electricity charges from Dbk Football Club
2682	PARK EQUIPMENT	Exp	125,112	75,734	-49,378	-39.47	x	VC Mitchell park retic and fencing deferred, Community Centre retic under budget, Streetlights and Meldene park cancelled.
0685	TRANSFER FROM BUILDING RESERVE	Inc	-242,320	-111,285	131,035	-54.08		Full budget provision not utilised due to postponing of projects
2962	OFFICE EXPENSES DBK	Exp	134,594	114,091	-20,503	-15.23		Expenditure less than budget estimate due to temporary closure of facility
3032	UTILITIES - DBK LIBRARY	Exp	27,278	15,488	-11,790	-43.22	x	Reduced expenditure for workers compensation and electricity charges
2953	TFR FROM EMPLOYEE LEAVE RESERVE	Inc	-8,750	-3,661	5,089	-58.15		Reduced income - full budget provision not required
2963	REIMBURSEMENTS	Inc	-12,500	-276	12,224	-97.79		Minimal income - subject to Library Building rtc works as 50% costs recouped from Department of Education
5272	PROMOTION OF COMMUNITY EVENTS	Exp	42,757	22,791	-19,966	-46.70	x	Thank a volunteer event and Donnybrook Family concert to be reschedule in 20/21
1094	DONNYBROOK HERITAGE PRECINCT	Exp	100,000	23,030	-76,970	-76.97	x	Unspent funds to be carried forward to 20/21
0690	UNSPENT GRANTS RESERVE	Inc	0	-177,729	-177,729			Donnybrook Town Centre Revitalisation Grant funds
3165	GRANTS (CAPITAL) - ASSETS	Exp	-100,000	0	100,000	-100.00	x	Donnybrook Town Centre Revitalisation funding carried forward to 20/21
Transport								
3200	BRIDGEWORKS - EXT. FUNDED	Exp	30,000	23,979	-6,021	-20.07	x	Remaining works were completed for less than budget estimates
3210	*ROADWORKS GENERAL	Exp	962,000	970,775	8,775	0.91		Within 1% of budget estimates
3330	BLACKSPOT FUNDED ROAD WORKS	Exp	285,000	277,327	-7,673	-2.69		Full budget provision not utilised - works completed for less than estimated
0325	GRANTS - BLACK SPOTS	Inc	-190,000	-176,000	14,000	-7.37	x	Grant reflects actual expenditure - works completed less than budget estimates
3351	TRANSFER FROM RESERVES	Inc	-300,969	-328,888	-27,919	9.28		Increase in Reserve Tfr from C/Forward Projects for Victory Lane Carpark Reseal
3370	STREET TREES & PRUNING	Exp	83,580	39,196	-44,384	-53.10	x	Scope reduced to achieve savings as per CEO instructions
3420	LIGHTING OF STREETS	Exp	88,517	77,330	-11,187	-12.64	x	Full budget provision not utilised - expenditure less than expected
3430	STREET CLEANING	Exp	90,000	56,253	-33,747	-37.50	x	Scope reduced to achieve savings as per CEO instructions
3450	BRIDGE MAINTENANCE	Exp	258,875	239,184	-19,691	-7.61	x	Works completed less than budget estimates. Remaining funds to be carried over for next years bridge maintenance works
3550	ROAD ASSET MANAGEMENT	Exp	25,000	18,522	-6,478	-25.91		Scope reduced to achieve savings as per CEO instructions
3554	PURCHASE PLANT & EQUIPMENT	Exp	634,716	651,825	17,109	2.70		Radio conversion \$7k & replacement Grader \$10k higher than budget estimates
3565	RESERVE FUND TRANSFER	Inc	-503,547	-406,296	97,251	-19.31		Reduced income due to higher changeover prices
3575	SALE OF PLANT & EQUIPMENT	Inc	-131,169	-216,455	-85,286	65.02		Income higher than budget estimates - changeover prices higher than budgeted
4292	PRIVATE WORKS	Exp	5,000	0	-5,000	-100.00		No private works undertaken during 2019/20
9842	UNALLOCATED PUBLIC WORKS OVERHEADS	Exp	0	73,587	73,587			EOY underallocation to various jobs (cleared in bulk)
9852	UNALLOCATED POC ALLOCATIONS	Exp	0	70,112	70,112			EOY underallocation to various jobs (cleared in bulk)
Economic Services								
1212	LAND DISPOSAL COSTS	Exp	20,000	26,999	6,999	35.00	x	Increased expenditure for costs associated with sale of Steere Street
2192	DONNYBROOK TRANSIT PARK MAINTENANCE	Exp	67,218	53,381	-13,837	-20.58	x	Full budget provision not utilised - decreased expenditure to achieve savings as per Budget review
2862	FESTIVALS & COMMUNITY EVENTS	Exp	6,084	905	-5,179	-85.12	x	Full budget provisions not utilised due to cancelled events from Covid
0383	FEES & CHARGES - DONNYBROOK TRANSIT PARK	Inc	-22,500	-27,862	-5,362	23.83	x	Income is dependant on occupancy levels
7152	BALINGUP TRANSIT PARK MTC.	Exp	43,494	33,652	-9,842	-22.63	x	Full budget provision not utilised - decreased expenditure to achieve savings as per Budget review
0495	TRANSFER FROM RESERVE	Inc	-17,886	-9,632	8,254	-46.15	x	Reserve Transfer - Dbk Transit Park power project carried over from 18/19
3842	NOXIOUS WEEDS/PEST PLANTS	Exp	32,000	19,400	-12,600	-39.38		Scope reduced to achieve savings as per CEO instructions
4153	FEES & CHARGES - BUILDING LICENSES	Inc	-35,000	-42,473	-7,473	21.35	x	Additional income has been received for building permit fees
4194	PLANT AND EQUIPMENT	Exp	66,629	42,070	-24,559	-36.86	x	Replacement vehicle for DB631 (Building) deferred to 20/21
4215	TRNSFR FROM RESERVE	Inc	-37,931	-22,979	14,952	-39.42	x	Reduced Reserve Transfer due to deferred purchase of DB631
4216	TRANSFER FROM BUILDING RESERVE	Inc	-20,808	-13,547	7,261	-34.90	x	Reduced Reserve Transfer - full budget provision not required
4225	SALE OF PLANT & EQUIPMENT	Inc	-33,830	-19,091	14,739	-43.57	x	Trade in for DB631 (Building) vehicle deferred to 20/21
4404	TRANSFER TO LAND DEVELOPMENT RESERVE	Exp	88,632	0	-88,632	-100.00		Transfer to Reserve processed through Schedule 15
4742	CONSULTANCY ECONOMIC SERVICES	Exp	10,000	0	-10,000	-100.00	x	No expenditure incurred during 2019/20
7312	TOURISM INFRASTRUCTURE	Exp	7,500	0	-7,500	-100.00	x	Reduced expenditure of \$12.5k due to cancellation of RPS contract
0275	PROCEEDS SALE OF LAND	Inc	-109,090	-190,909	-81,819	75.00		Sale of additional lot of Mead St land

Variance Reporting Threshold - \$5,000

Account No.	Account Description	Account Type	Year to Date Budget 30/06/2020	Actual to 30/06/2020	Variance Amount	Variance %	Permanent Variation	Comment
Fund Transfer								
4720	TO WASTE MANAGEMENT RESERVE	Exp	31,149	66,746	35,597	114.28		Surplus funds from maintenance costs for Waste Management Facility operations Includes funds for sale of Mead St land Transfer funds for unspent projects during 19/20 to Reserve - Projects carried forward to 20/21 budget
4830	TO LAND DEVELOPMENT RESERVE FUND	Exp	149,414	200,271	50,857	34.04		
4670	TO CARRIED FORWARD PROJECTS RESERVE	Exp	0	94,796	94,796			
Public Works Overheads								
Various A/cs	EXPENDITURE - PUBLIC WORKS OVERHEADS	Exp	1,488,998	1,501,017.90	12,020	0.81		Total Public Works Overheads have been fully allocated
7422	LESS ALLOCATED TO W&S	Exp	-1,363,514	-1,372,744.41	-9,230	0.68		
Various A/cs	INCOME - PUBLIC WORKS OVERHEADS	Inc	-107,597	-128,273.49	-20,676	19.22		
	TOTAL PUBLIC WORKS OVERHEADS		<u>17,887</u>	<u>0</u>	<u>-17,887</u>	<u>-100.00</u>		
Plant Operation Costs								
Various A/cs	EXPENDITURE - PLANT OPERATION COSTS	Exp	900,258	765,496	-134,762	-14.97		Total Plant Operation Costs have been fully allocated
4512	LESS POC ALLOCATED TO W&S	Exp	-792,858	-725,223	67,635	-8.53		
Various A/cs	INCOME - PLANT OPERATION COSTS	Inc	-41,500	-40,273	1,227	-2.96		
	TOTAL PLANT OPERATION COSTS		<u>65,900</u>	<u>0</u>	<u>-65,900</u>	<u>-100.00</u>		
TOTAL GROSS SALARY & WAGES								
4570	TOTAL SALARIES AND WAGES	Exp	6,526,229	6,819,865	293,636	4.50		Wages and Salaries approx \$293k over YTD Budget - Potential permanent variance (Includes workers compensation payments of approx. \$92k)

** Net Variance after workers compensation reimbursement (\$201k) principally represented by leave and other entitlements paid on termination of which \$39k in LSL has been recouped from the Employee Leave Reserve at EOFY. Figure also includes \$55k in accrued salaries & wages.

- Note 1 Budget and Actual income shown as negative figures.
Budget and Actual Expenditure shown as positive figures.
Therefore a negative variance indicates either more income or less expenditure than budget YTD estimate (positive effect on budget)
Therefore a positive variance indicates either less income or more expenditure than budget YTD estimate (negative effect on budget)
- Note 2 Salaries and Wages variances are shown in total only in Schedule 14 (Public Works Overheads)
Variances relating to internal costings and allocations are not reported.
Variances relating to amounts transferred to/from Reserve have not been reported.

Shire of Donnybrook / Balingup
Summary of Financial Activity - Cash
For the Period ended
30th June 2020

	Sch No	2019/20 Amended Budget		2019/20 Actual	
		Income	Expenditure	Income	Expenditure
OPERATING SECTION					
General Purpose Funding	3	7,343,749	161,796	8,383,633	216,724
Governance	4	45,965	1,221,266	42,817	1,169,821
Law, Order & Public Safety	5	517,004	1,420,858	534,769	1,259,036
Health	7	163,128	237,522	159,659	229,422
Welfare Services	8	3,331,891	4,695,357	3,682,843	4,600,630
Community Amenities	10	1,164,806	1,725,861	1,153,926	1,639,261
Recreation & Culture	11	216,123	3,436,715	296,582	2,917,513
Transport	12	8,500	5,103,180	13,591	4,638,435
Economic Services	13	158,703	613,292	177,311	594,765
Other Property & Services	14	149,097	332,884	168,546	282,177
		13,098,966	18,948,731	14,613,678	17,547,783
CAPITAL SECTION					
Governance	4	190,219	196,030	5,245	45,463
Law, Order & Public Safety	5	647,130	659,125	606,788	594,224
Health	7	0	11,940	0	11,040
Welfare Services	8	2,031,301	2,033,801	1,277,758	719,481
Community Amenities	10	59,431	91,604	15,741	13,641
Recreation & Culture	11	476,250	468,342	377,639	278,541
Transport	12	2,193,825	2,525,224	2,477,100	2,524,862
Economic Services	13	383,181	206,468	419,795	78,516
Transfers To Reserves	15	181,626	1,009,940	181,626	1,193,921
		6,162,963	7,202,474	5,361,694	5,459,690
Total Income & Expenditure		19,261,929	26,151,205	19,975,371	23,007,473
Less Depreciation W/Back			(5,960,334)		(5,016,739)
Net		19,261,929	20,190,871	19,975,371	17,990,735
Add Surplus July 1 B/Fwd		11,994		11,994	
Adjustment to Non Current Liabilities (Gravel)					
Adjust Non Current Assets					
Adjust Current Asset Land Held for Resale					66,018
Adjust Leave Reserve W/Back					26,031
Less Loan Principal repayments					
Adjust movement Pensioners Deferred Rates				24,520	0
Adjust Employee Entitlements					15,991
Adjust for Initial Recognition of Contract Liability					864,295
Adjust to NCL (Leave Provisions)					11,690
Rounding Adjustment					
Surplus/Deficit C/Fwd			(916,948)		1,037,126
		19,273,923	19,273,923	20,011,886	20,011,886

Shire of Donnybrook / Balingup
Summary of Financial Activity - Cash
For the Period ended
30th June 2020

Surplus/Deficit Summary C/Forward Represented by;

(A) Cash at Bank and on Hand	9,998,039	
Sundry Debtors Rates	404,548	
Receivables/Debtors	86,923	
Contract Assets	413,642	
Accrued Income	51,716	
GST Asset Clearing A/C	69,403	
ESL Asset Clearing A/C	23,407	
Land Held for Resale	97,652	
Prepayments	17,028	
Stock on Hand	<u>10,284</u>	11,172,643
(B) Provision for LSL Current	(438,098)	
Provision for A/L Current	(513,894)	
Add Cash Backed Reserve	192,881	
Payments received in Advance	0	
Accrued Salaries/Wages	(220,176)	
Accrued Expenses	(53,069)	
Accrued Loan Interest	0	
Contract Liability	(2,724,717)	
GST Liability Clearing A/C	(31,957)	
ESL Liability Clearing A/C	-	
PAYG Clearing A/C	(105,297)	
Prepaid Rates	(140,029)	
Restrictive Liability (Bonds)	(5,739,577)	
Add Back Current Loan Liability	0	
SS Loan Repayment	0	
Sundry Creditors	<u>(361,584)</u>	(10,135,517)
Net Current Assets		<u><u>1,037,126</u></u>

Shire of Donnybrook - Balingup
Notes To And Forming Part of the Financial Statements
For the Period ended 30th June 2020

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this financial report are:

(a) Basis of Accounting

The financial report has been prepared in accordance with applicable Australian Accounting Standards, (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. The report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this budget.

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

All monies held in the Trust Fund are excluded from the financial statements.

(c) Rounding Off Figures

All figures shown in this report are rounded to the nearest dollar.

(f) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(g) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST.

(h) Superannuation

The Shire of Donnybrook / Balingup contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

(i) Fixed Assets

Property, plant and equipment and infrastructure assets are brought to account at cost or fair value less, where applicable, any accumulated depreciation, amortisation or impairment losses.

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

(j) Investments

All investments are valued at cost and interest on those investments is recognised when accrued.

(k) Impairment

In accordance with Australian Accounting Standards the Shire's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication that they may be impaired.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating units exceeds its recoverable amount. Impairment losses are recognised in the income statement.

Shire of Donnybrook - Balingup
Notes To And Forming Part of the Financial Statements
For the Period ended 30th June 2020

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(l) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets. Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time the asset is completed and held ready for use.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Asset Class	Useful Life
Buildings	20 to 100 years
Office Furniture and Equipment	5 to 15 years
Computer Equipment	4 to 15 years
Plant and Equipment	5 to 15 years
 Infrastructure:	
Bridges	27 to 77 years
Road clearing and earthworks	not depreciated
Road Pavement	40 to 45 years
Road Seal	15 years
Carparks	40 years
Cycleways	40 years
Footpaths - Concrete	25 to 71 years
Footpaths - Slab	25 to 71 years
Storm Water Drainage	83 years
Other	4 to 80 years

(m) Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

(n) Employee Entitlements

The provisions for employee entitlements relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries and Annual Leave (Short-term benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the municipality has a present obligation to pay resulting from employees' services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates.

(ii) Annual Leave and Long Service Leave (Long-term benefits)

The provision for employees' benefits for annual leave and long service leave expected to be settled more than 12 months from the reporting date represents the present value of the estimated future cash outflows to be made by the employer resulting from the employees' service to balance date.

Shire of Donnybrook - Balingup
Notes To And Forming Part of the Financial Statements
For the Period ended 30th June 2020

2. COMPONENT FUNCTIONS/ACTIVITIES

The activities relating to the Local Government's components are as follows:

(b) Statement of Objective

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

Council operations as disclosed in this budget encompass the following service orientated activities/programs:

03 GENERAL PURPOSE FUNDING

Objective: To collect revenue to allow for the provision of services.

Activities: General rate revenue, general purpose grants and interest revenue.

04 GOVERNANCE

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

Activities: Administration and operation of facilities and services to members of Council; Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services.

05 LAW, ORDER, PUBLIC SAFETY

Objective: To provide services to help insure a safer community.

Activities: Supervision of various local laws, fire prevention, animal control and State Emergency Service.

07 HEALTH

Objective: To provide an operational framework for good community health.

Activities: Health Inspection and administration, preventative services and medical centre buildings.

08 EDUCATION AND WELFARE

Objective: To meet the needs of the community in these areas.

Activities: Operation of Frail Aged Hostel, Well Aged Housing, Community Development Child Care Centre & Youth Welfare

09 HOUSING

Objective: To help ensure adequate housing.

Activities: Maintenance of rental housing facilities. Council does not currently provide services in this area.

10 COMMUNITY AMENITIES

Objective: Provide services required by the community.

Activities: Refuse and recycling collection services, operation of refuse disposal sites, town planning & regional development, cemeteries, public conveniences and protection of the environment

11 RECREATION AND CULTURE

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

Activities: Maintenance of public Halls, parks and reserves, sporting facilities, libraries and museum.

Shire of Donnybrook - Balingup
Notes To And Forming Part of the Financial Statements
For the Period ended 30th June 2020

2. COMPONENT FUNCTIONS/ACTIVITIES

12 TRANSPORT

Objective: To provide effective and efficient transport services to the community.
 Activities: Construction and maintenance of roads, drainage works, footpaths, parking facilities, traffic signs, street cleaning, street trees, private works and traffic management.

13 ECONOMIC SERVICES

Objective: To help promote the Shire and improve its economic well being.
 Activities: Promotion of Tourism, Maintenance of Caravan Park, building control, noxious weed control, receipt of royalties.

14 OTHER PROPERTY & SERVICES

Activities: Plant repairs, public works overheads and other operational costs.

3. CASH AND INVESTMENTS

Actual cash balances versus end-of-year projected results are detailed below:

	Budget 30/06/2020	B/Forward 01/07/2019	YTD Actual 30/06/2020
Restricted (See below)	5,975,279	9,040,423	6,624,763
Restrictive Liability (Bonds)	0	68,294	5,739,577
Municipal Fund - Unspent Loan Fund			
Unrestricted			
Municipal Fund	2,295,784	496,572	3,241,806
Municipal Investment Account	0	0	1,014,496
Petty Cash on Hand	2,160	2,160	2,160
Total Cash Balance	8,273,223	9,607,449	16,622,801

The following reserve funds have restrictions imposed by Council under Regulations or by external requirements:

Waste Management Reserve	1,372,380	1,469,228	1,535,974
Bushfire Control & Management Reserve	2,281	2,282	2,282
Aged Housing Reserve	1,347,962	1,155,954	1,187,133
Employee Entitlements Reserve	256,255	218,912	192,881
Arbuthnott Memorial Scholarship Reserve	3,684	3,885	3,585
Strategic Planning Studies Reserve	40,051	40,051	40,051
Land Development Reserve	223,548	250,000	450,271
Vehicle and Plant Reserve	395,295	511,275	402,000
Roadworks Reserve	1,112,344	435,434	435,434
Parks and Reserves Reserve	0	75,276	153,744
Contribution to Works Reserve	0	307,125	0
Revaluation Reserve	60,950	950	10,700
CBD Development Reserve	3,054	3,054	3,054
Buildings Reserve	927,566	853,366	758,523
Apple Funpark Reserve	103,211	99,521	99,521
Information Technology Reserve	126,698	119,523	107,523
Unspent Grants Reserve	0	1,837,875	0
Carried Forward Projects Reserve	0	1,656,712	1,139,556
Covid 19 Reserve	0	0	102,532
	5,975,279	9,040,423	6,624,763

Shire of Donnybrook - Balingup
Notes To And Forming Part of the Financial Statements
For the Period ended 30th June 2020

4. NET CURRENT ASSETS

Composition of Net Current Asset Position

	Budget 30/06/2020 \$	B/Forward 01/07/2019 \$	YTD Actual 30/06/2020 \$
CURRENT ASSETS			
Cash at Bank and on Hand	2,297,944	567,026	4,258,461
Restricted Assets - Reserves	4,199,897	9,040,423	6,624,763
Restricted Assets - Bond Deposits	0	5,337,749	5,739,577
Sundry Debtors Rates	402,218	417,750	404,548
Receivables/Debtors	140,000	254,873	86,923
Accrued Income	100,000	187,300	51,716
GST Asset Clearing A/C	50,000	94,231	69,403
ESL Asset Clearing A/C	0	23,895	23,407
Prepayments	5,000	2,530	17,028
Stock on Hand	129,332	28,251	10,284
Land Half for Resale	163,670	163,670	97,652
Self Supporting Loan Debtors	0	8,660	413,642
	7,488,061	16,126,358	17,797,405

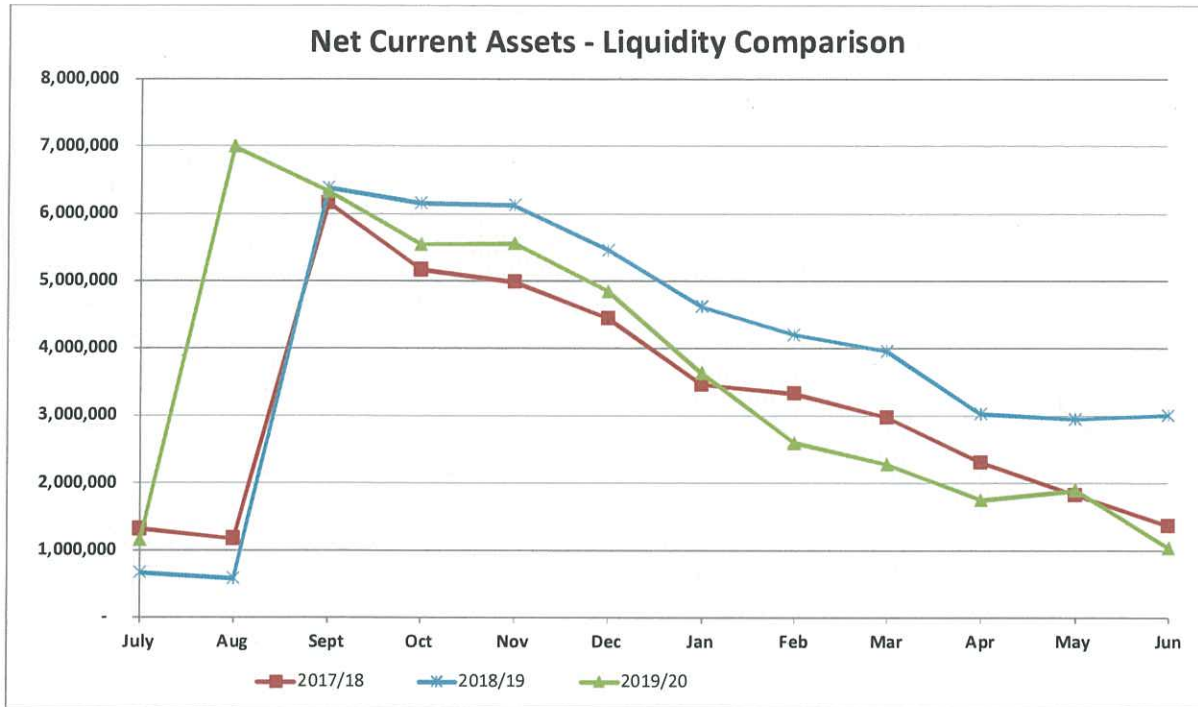
	Budget 30/06/2020 \$	B/Forward 01/07/2019 \$	YTD Actual 30/06/2020 \$
CURRENT LIABILITIES			
Provision for LSL Current	(318,573)	(318,573)	(438,098)
Provision for A/L Current	(435,668)	(435,668)	(513,894)
Add Cash Backed Reserve	318,573	218,912	192,881
Payments Received in Advance	(100,000)	0	0
Accrued Salaries/Wages	(200,000)	(181,501)	(220,176)
Accrued Loan Interest	(5,000)	(2,436)	0
Accrued Expenses	(200,000)	(47,520)	(53,069)
Prepaid Rates	(200,000)	(115,057)	(140,029)
GST Liability Clearing A/C	(100,000)	(41,047)	(31,957)
ESL Liability Clearing A/C	(500)	(116)	0
PAYG Clearing A/C	(150,000)	(109,803)	(105,297)
Contract Liability	0	0	(2,724,717)
Loan Liability (Current Portion)	(75,313)	(30,795)	0
Self Supporting Loan Income	0	(8,660)	0
Sundry Creditors	(1,821,683)	(675,922)	(361,584)
Restricted Liability - Trust Bonds	0	(5,337,749)	(5,739,577)
Less Restricted Assets - Reserves	(4,199,897)	(9,040,423)	(6,624,763)
	(7,488,061)	(16,126,358)	(16,760,280)

NET CURRENT FUNDING POSITION **0** **0** **1,037,126**

Net Current Assets - Liquidity Comparison			
Month	2017/18	2018/19	2019/20
July	1,313,270	655,255	1,152,916
August	1,167,107	577,376	6,991,493
September	6,157,360	6,377,761	6,323,548
October	5,163,094	6,155,719	5,540,643
November	4,982,406	6,125,435	5,559,973
December	4,442,157	5,457,420	4,844,897
January	3,456,447	4,619,542	3,636,167
February	3,330,127	4,195,258	2,596,196
March	2,978,456	3,962,956	2,279,317
April	2,307,336	3,032,763	1,740,914
May	1,822,010	2,948,242	1,885,171
June	1,361,688	3,007,579	1,039,916

Shire of Donnybrook - Balingup
Notes To And Forming Part of the Financial Statements
For the Period ended 30th June 2020

4. NET CURRENT ASSETS



Current Ratio

This ratio is a modified commercial ratio designed to focus on the liquidity position of local government that has arisen from past year's transactions.

A ratio of less than 1:1 means that a local government does not have sufficient assets that can be quickly converted into cash to meet its immediate cash commitments. This may arise from a budget deficit from the past year, a Council decision to operate an overdraft or a decision to fund leave entitlements from next year's revenues.

$$\text{Current Ratio} = \frac{\text{Current assets minus restricted current assets}}{\text{Current liabilities minus liabilities associated with restricted assets}}$$

	2017/18	2018/19	2019/20
July	3.16	1.37	1.75
August	2.11	1.33	6.15
September	6.87	5.44	5.90
October	5.43	4.64	5.40
November	4.56	5.82	5.02
December	5.38	4.79	4.83
January	3.32	3.84	3.61
February	3.74	3.32	2.21
March	3.58	3.73	2.56
April	2.70	2.65	2.26
May	2.55	3.03	1.53
June	1.75	2.79	1.24

Shire of Donnybrook - Balingup
Notes To And Forming Part of the Financial Statements
For the Period ended 30th June 2020

5. VARIANCE ANALYSIS

The Local Government (Financial Management) Regulations 1996, require a variance analysis between budget year-to-date and actual results to be conducted monthly and reported to Council.

Council has determined that a materiality threshold of \$5,000 will apply for reporting purposes. That is all variances greater than \$5,000 will be reported to Council.

Any variance less than \$5,000 will not be reported to Council. The variance analysis applies to all income and expenditure items, except non-cash items such as depreciation.

A table showing material variances, as at 30th June 2020 has been prepared for Council information and has been included with this report. The comments provided are applicable as at reporting date.

Please note that this is a preliminary report and is subject to change as end-of-year figures have not been finalised including final calculations of depreciation and assets.

Council will receive a final report after the annual audit due to commence on 27th October 2021.

General Purpose Funding

The general purpose grant variance relates to the advance payment received of 50% for the 2020/21 that has been received in May. Investment income is based on prevailing interest rates.

Governance

Variances identified within this program have resulted from directions given to staff during the budget review process to reduce expenditure where possible.

Grant funding has been carried forward to 20/21 budget, upgrades to the admin building have been deferred.

Law, Order and Public Safety

Identified variances primarily relate to Fire control expenditure, ESL operating expenses and Bushfire mitigation works

Bushfire mitigation works grant funding dependant on timing of work. Capital works for Ferndale BFB carried forward to 20/21 budget.

Health

Reduction in expenditure of approx. \$8k for provision of relief EHO - not required for 2019/20.

Education and Welfare

Variances identified within this program have resulted from directions given to staff during the budget review process to reduce expenditure where possible. Variances principally relate to the operation of Council's Frail Aged Lodge, Preston Retirement Village & Well Aged Units.

Bridge St Housing project - going forward this will no longer be a Council project.

Community Amenities

Apple Funpark Redevelopment project has been carried forward to 20/21 budget. Additional expenditure of \$6.5k has been incurred due to increased legal actions.

Additional income of approx. \$5k to be received for planning applications.

Recreation and Culture

Variances for reduced spending at Dbk Rec Centre, Libraries and Parks & Reserve facilities - due to Covid closures. Painting Donnybrook Hall - total cost underbudget by \$24k. Balingup Hall and Dbk Child Health projects deferred.

Donnybrook Rec Centre and Town Centre Revitalisation projects c/forward to 20/21.

Transport

Variances have been identified within this program, the analysis reports details potential savings and has identified projects that will be carried forward to 20/21.

Shire of Donnybrook - Balingup
Notes To And Forming Part of the Financial Statements
For the Period ended 30th June 2020

5. VARIANCE ANALYSIS

Economic Services

Variances have been identified within this program for Mead Stree Land sale and Transit Park maintenance and income.

The replacement vehicle for Building Officer has been deferred to 2020/21 budget

Public Works Overheads

Total public works overheads has been fully allocated

Total plant operation costs have been fully allocated

Total gross wages and salaries expenditure is approx. \$293k over year to date budget.

6. Minor Debts Written Off Under Delegation

For the month of June the following minor debts have been written off under delegation by CEO.

Rates	\$	123.63
Other	\$	179.68

7. ASSET ACQUISITION

Acquisition of assets are capitalised in accordance with Australian Accounting Standard 21.

ASSETS ACQUIRED BY TYPE

	2019/20	
	Amended Budget \$	Actual \$
Land & Buildings	2,493,038	1,197,906
Plant & Equipment	715,245	682,535
Furniture & Equipment	30,900	0
Infrastructure Assets - Roads	1,672,108	1,670,267
Infrastructure Assets - Other	540,398	338,891
	5,451,689	3,889,599

ASSETS ACQUIRED BY PROGRAM

	2019/20	
	Amended Budget \$	Actual \$
Governance	196,030	24,813
Law, Order & Public Safety	659,125	577,722
Health	900	0
Education and Welfare	1,413,801	431,405
Community Amenities	91,604	13,641
Recreation & Culture	459,682	251,152
Transport	2,525,224	2,524,862
Economic Services	105,323	66,003
	5,451,689	3,889,599

Note: Full details of Assets acquired or constructed are shown in Appendix A of the report.

Shire of Donnybrook - Balingup
Notes To And Forming Part of the Financial Statements
For the Period ended 30th June 2020

8. DISPOSAL OF ASSETS

ASSETS DISPOSED BY TYPE

	2019/20	
	Amended Budget \$	Actual \$
Proceeds of Sale of Assets		
Plant & Equipment	0	235,545
	0	344,636
Less Written Down Value at Disposal	0	328,252
Profit/(Loss) on Disposal	0	16,384

ASSETS DISPOSED BY PROGRAM (Profit / Loss on Disposal)

	2019/20	
	Amended Budget \$	Actual \$
Transport	0	(29,547)
Economic Services	0	45,931
	0	16,384

Note: Full details of Assets sold/disposed are shown in Appendix B of the report.

9. LOAN REDEMPTION (Loan Principal Repayment)

The total loan principal outstanding as at 30th June 2020 is \$463,854.76

Loan redemption does not include borrowings from Tuia RAD Bonds & Preston Retirement Village liability

SHIRE OF DONNYBROOK / BALINGUP
Notes to and forming part of the Financial Statements
For the Period ended 30th June 2020

APPENDIX A **Details of Capital Works Program - 2019/20**

Ledger Account	Proposed Works	2019/20 Original Budget	Total Cost	Land	Buildings	Plant & Equipment	Furniture & Equipment	Infrastructure Roads	Infrastructure Other
GOVERNANCE									
Other Governance									
105640	Admin Centre Building Improvements	10,000	12,080		12,080				
105640	Council Chambers - Upgrade	1,500	1,818		1,818				
105640	Shire Admin - Wireless Access Points	0	0						
105640	Shire Admin - Exterior Repaint	8,160	0						
105640	Shire Admin - External Wall - Repoint fretted joi	1,020	0						
105640	Shire Admin - Renew floor coverings	25,500	0						
105640	Shire Admin - Repaint interior	10,200	0						
105640	Shire Admin - Drywall brick face walls	20,400	0						
105640	Shire Admin - Paint straw board ceiling panels	6,120	0						
105640	Shire Admin - Replace aircon Dev Svcs	12,240	0						
105640	Shire Admin - Replace aircon Admin	0	10,915		10,915				
105640	Shire Admin - Replace front counter	14,280	0						
105640	Shire Admin - Install auto front doors	20,400	0						
105640	Shire Admin - Replace kitchen cupboards	8,160	0						
105640	Shire Admin - Roof space line bare frame walls	2,550	0						
105640	Shire Admin - Improve disability access	25,500	0						
105840	Replacement of Shire Office Telephone System	30,000	0						
		196,030	24,813	0	24,813	0	0	0	0
LAW, ORDER AND PUBLIC SAFETY									
Fire Control									
103540	Light Tanker - Lowden BFB	0	0				0		
103840	Beelerup Fire Station 1x Appliance Bay Facility	476,703	469,511		469,511				
103840	Kirup/Brazier BFB - Ablutions, Meeting Room &	130,500	100,454		100,454				
103840	Ferndale BFB	47,922	7,756		7,756				
Animal Control									
107940	Dog Pound Facilities Improvements	4,000	0		0				
		659,125	577,722	0	577,722	0	0	0	0
HEALTH									
Health Inspection and Administration									
168100	Purchase Furniture	900	0				0		
		900	0	0	0	0	0	0	0
EDUCATION AND WELFARE									
Other Welfare									
173840	Tuia Lodge Extensions (11 room facility)	50,000	18,174		18,174				
173840	Tuia Lodge Fire Suppression System	320,000	239,110		239,110				
173840	Tuia Lodge Various Building Upgrades	0	1,070		1,070				
173840	Tuia Lodge - Add rail to balustrading	0	0						

SHIRE OF DONNYBROOK / BALINGUP
Notes to and forming part of the Financial Statements
For the Period ended 30th June 2020

APPENDIX A **Details of Capital Works Program - 2019/20**

Ledger Account	Proposed Works	2019/20 Original Budget	Total Cost	Land	Buildings	Plant & Equipment	Furniture & Equipment	Infrastructure Roads	Infrastructure Other
EDUCATION AND WELFARE									
Other Welfare									
173840	Tuia Lodge - Fire Information Panel	62,916	62,916		62,916				
173840	Tuia Lodge - Marri Wing Rm 12, 14 & 16 - Refu	68,000	67,868		67,868				
180940	Minninup Cottages Unit 3 - Accessibility Ramp	3,570	0		0				
180940	Minninup Cottages Unit 4 - Accessibility Ramp	3,570	0		0				
180940	Minninup Cottages Unit 5-8 - Roof Restoration	6,200	0		0				
180940	Minninup Cottages Unit 7 - Interior Refurbishme	30,000	4,723		4,723				
180940	Minninup Cottages Unit 8 - Replace Oven	1,273							
180940	Minninup Cottages Unit 7 - Replace Carpet	2,980							
180940	Minninup Cottages Unit 10 -Laundry Trough	470	0		0				
180940	Minninup Cottages Unit 12 - Replace Kitchen Ca	2,000	6,938		6,938				
180940	Minninup Cottages Unit 12 - Replace Laundry/B	2,087	0		0				
180940	Minninup Cottages Unit 12 - Replace Carpet	2,851	0		0				
180940	Langley Villas - Unit 8 - Retile laundry	3,300	3,300		3,300				
147140	Construction of Units 14 to 17	900,000	5,175		5,175				
181040	Affordable Housing Project - Siteworks / Land R	2,000	21,682	21,682					
181050	Affordable Housing Project - Building Constructi	500	450		450				
		1,461,717	431,405	21,682	409,723	0	0	0	0
COMMUNITY AMENITIES									
Other Community Ammenities									
109650	Public Toilets - Vin Farley Park	510	820		820				
109650	Public Toilets - Kirup	4,947	2,456		2,456				
109650	Public Toilets - Mullalyup	2,550	632		632				
109650	Public Toilets - Donnybrook Cemetery	510	380		380				
109650	Public Toilets - Apex Park	5,814	900		900				
109650	Public Toilets - Balingup Community Centre	3,825	0		0				
109650	Ablutions - Egan Park Transit Park	2,448	2,066		2,066				
111240	Apple Fun Park Development	50,000	3,588						3,588
109640	Donnybrook Cemetery Internal Roads	15,000	2,800						2,800
111250	Meldene Park	6,000	0						0
		91,604	13,641	0	7,254	0	0	0	6,388

SHIRE OF DONNYBROOK / BALINGUP
Notes to and forming part of the Financial Statements
For the Period ended 30th June 2020

APPENDIX A **Details of Capital Works Program - 2019/20**

Ledger Account	Proposed Works	2019/20 Original Budget	Total Cost	Land	Buildings	Plant & Equipment	Furniture & Equipment	Infrastructure Roads	Infrastructure Other
RECREATION AND CULTURE									
Public Halls									
110640	Public Hall - Donnybrook	65,280	40,959		40,959				
110640	Public Hall - Balingup (and library)	6,630	0		0				
110640	Public Hall - Kirup	5,100	620		620				
110640	Public Hall - Newlands	3,774	6,000		6,000				
110640	Public Hall - Yabberup	2,040	2,700		2,700				
110640	Community Centre & Infant Health Clinic Dbk	6,120	0		0				
125840	Balingup Hall	5,878	5,878		5,878				
Other Recreation and Sport									
172940	Dbk Rec Centre - Install Safety Railing in Pool	19,024	17,518		17,518				
172940	Dbk Rec Centre - Access Ladder	0	3,125		3,125				
172940	Dbk Rec Centre - Exit Signs Gym	0	1,171		1,171				
172940	Dbk Rec Centre - Resurface Stadium Floor	5,976	0		0				
172940	Dbk Rec Centre - Repair Damaged Pool Conco	30,500	8,565		8,565				
172940	Dbk Rec Centre - Hot Water System	0	6,609		6,609				
178240	VC Mitchell Park - Football Clubroom & Kiosk	47,124	41,344		41,344				
178240	Egan Park - Netball Clubrooms	1,224	340		340				
126820	VC Mitchell Park - Renew Boundary Fence	10,200	6,456						6,456
126820	VC Mitchell Park - Lighting Upgrade	39,686	40,136						40,136
126820	Vin Farley Park - Retic Connections	14,076	7,686						7,686
126820	Dbk Community Cntr - Retic Replacement	10,150	4,700						4,700
126820	Repairs to play equipment	10,000	0						0
126820	Dbk Amphitheatre	13,500	0						0
126820	Shire Ovals	7,500	0						0
126820	Avenue of Honour, Balingup	6,000	2,401						2,401
126820	Streetlight Replacement	8,000	13,730						13,730
126820	Meldene Park	6,000	624						624
106940	Repairs to play equipment	0	0						0
189040	Dbk Rec - Stadium Floor Scrubber	5,800	0			0			
189040	Dbk Rec - Emergency Chemical Body Shower	2,400	0			0			
189040	Dbk Rec - Gym Equipment	5,000	0			0			
189040	Dbk Rec - Point of Sale System	700	0			0			
102840	Balingup Rec Centre	9,000	8,336		8,336				
111840	Shire owned Street Lights	8,000	9,224						9,224
Libraries									
130440	Dbk Community Library - Planning for upgrade	3,000	0		0				
110840	Balingup Library - Computer w/station	2,000	0		0				

SHIRE OF DONNYBROOK / BALINGUP
Notes to and forming part of the Financial Statements
For the Period ended 30th June 2020

APPENDIX A Details of Capital Works Program - 2019/20

Ledger Account	Proposed Works	2019/20 Original Budget	Total Cost	Land	Buildings	Plant & Equipment	Furniture & Equipment	Infrastructure Roads	Infrastructure Other
RECREATION AND CULTURE									
Other Culture									
110940 Donnybrook Town Centre Revitalisation		100,000	23,030						23,030
		459,682	251,151.69	0	143,165	0	0	0	107,987
TRANSPORT									
Construction, Streets, Roads Bridges, Depots									
132000 Bridgeworks (Special Grants)		30,000	23,979						23,979
132100 Roadworks Construction - General		962,000	970,775					970,775	
133000 Roads to Recovery Program		425,108	422,165					422,165	
133300 Blackspot Projects		285,000	277,327					277,327	
132400 Footpath Construction Program		188,400	190,151						190,151
Road Plant Purchases									
135540 Replace Grader - DB2462		344,250	356,669			356,669			
135540 Replace Tip Truck - DB1149		205,032	207,560			207,560			
135540 Replace Ford Ranger Ute - DB102		25,629	26,357			26,357			
135540 Replace Kubota Mower - DB193		32,805	30,051			30,051			
135540 Radio Conversion to VHF		12,000	19,827			19,827			
135540 Sundry Small Plant (to be determined by MSW)		15,000	0			0			
		2,525,224	2,524,861.97	0	0	640,464	0	1,670,267	214,131
ECONOMIC SERVICES									
Tourism and Area Promotion									
173120 Develop Visitor & Tourismn Infrastructure		7,500	0						0
102940 Dbk Transit Park Contructions		10,386	10,386						10,386
Building Control									
141960 Dental Clinic		510	0		0				
141960 Medical Centre		5,100	6,372		6,372				
141960 Donnybrook Museum		2,244	0		0				
141960 Donnybrook Railway Station		5,100	3,900		3,900				
141960 Donnybrook Cemetery Gazebo		3,978	2,475		2,475				
141960 Vacant Building (Ex SES Dbk)		816	630		630				
141950 Bendigo Bank building		3,060	170		170				
143140 Land Acquisitions		0	0	0					
141940 Replace Isuzu - DB15		41,000	42,070			42,070			
141940 Replace Bldg Surveyor Ute - DB631		25,629	0			0			
		105,323	66,003.07	0	13,547	42,070	0	0	10,386
TOTAL CAPITAL EXPENDITURE		5,499,605	3,889,599	21,682	1,176,224	682,535	0	1,670,267	338,891

SHIRE OF DONNYBROOK / BALINGUP
Notes to and forming part of the Financial Statements
For the Period ended 30th June 2020

Appendix B Asset Disposal Schedule - 2019/20

Asset No.	Asset Details	Asset Classification	Budget Proceeds Sale of Asset	Budget Written Down Value	Budget Profit/Loss	Actual Proceeds Sale of Asset	Actual Written Down Value	Actual Profit / Loss
GOVERNANCE								
LAW, ORDER, PUBLIC SAFETY								
Fire Control								
61093	Ferndale 2.4 Light Tanker - DB137	Plant & Equipment	547,900	547,900	0	0	0	0
			<u>547,900</u>	<u>547,900</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TRANSPORT								
Road Plant Purchases								
61189	Caterpillar Grader - DB2462	Plant and Equipment	268,313	268,313	0	125,000	115,797	9,203
61199	Isuzu Giga Tip Truck - DB1149	Plant and Equipment	170,176	170,176	0	80,000	89,561	(9,561)
61236	Ford Ranger Ute - DB102	Plant and Equipment	12,302	12,302	0			0
61284	Kubota Tractor Mower - DB193	Plant and Equipment	22,553	22,553	0	9,091	15,644	(6,553)
61078	Nissan Civial Bus - DB2542	Plant and Equipment	0	0	0	2,364	25,000	(22,636)
			<u>473,344</u>	<u>473,344</u>	<u>0</u>	<u>216,455</u>	<u>246,001</u>	<u>(29,547)</u>
ECONOMIC SERVICES								
Building Control								
61267	Isuzu MU-X - DB15	Plant and Equipment	23,579	23,579	0	19,091	16,232	2,859
61252	Mitsubishi Triton Ute - DB631	Plant and Equipment	10,252	10,252	0			0
			<u>33,831</u>	<u>33,831</u>	<u>0</u>	<u>19,091</u>	<u>16,232</u>	<u>2,859</u>
Other Economic Services								
10140	Sale lot 3 Mead Street	Land	0	0	0	109,091	66,018	43,073
			<u>0</u>	<u>0</u>	<u>0</u>	<u>109,091</u>	<u>66,018</u>	<u>43,073</u>
			<u>1,055,075</u>	<u>1,055,075</u>	<u>0</u>	<u>344,636</u>	<u>328,252</u>	<u>16,384</u>

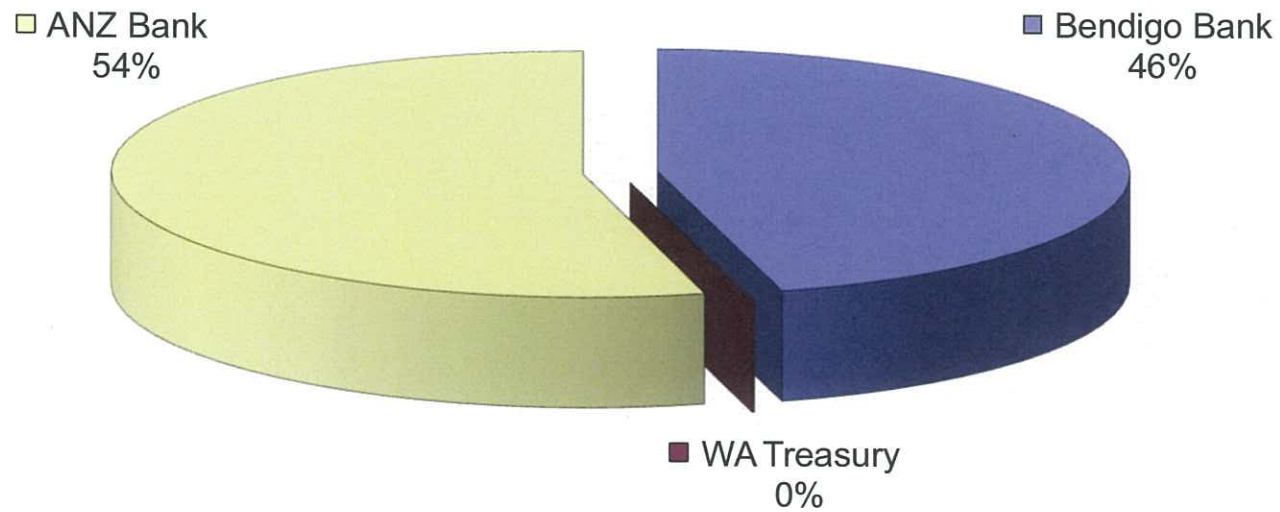
Shire of Donnybrook-Balingup
Schedule of Investments Held
For the period ended 30th June 2020

FUND	WHERE HELD	% RATE	MATURITY	OPENING	DEPOSITS	WITHDRAWALS	CLOSING
MUNICIPAL FUND							
Municipal Fund	Bendigo - 120942362	Variable	At Call	\$5,172,578.93	\$6,747,506.46	-\$7,892,688.94	\$4,027,396.45
	ANZ Bank 9116-13334	0.42%	3-Jul-2020	\$1,000,000.00	\$0.00	\$0.00	\$1,000,000.00
	WA Treasury - General	0.95%	At Call	\$14,493.54	\$2.40	\$0.00	\$14,495.94
				\$6,187,072.47	\$6,747,508.86	-\$7,892,688.94	\$5,041,892.39
TRUST FUND							
General Trust Fund	Bendigo - 120942578	Variable	At Call	\$759.70	\$0.00	-\$110.00	\$649.70
Licensing Trust Fund	Bendigo - 120942446	Variable	At Call	\$0.00	\$0.00	\$0.00	\$0.00
				\$759.70	\$0.00	-\$110.00	\$649.70
Roadworks Bonds	ANZ	0.45%	25-Jul-2020	\$87,588.69	\$0.00	\$0.00	\$87,588.69
Tuia Lodge Accommodation Bonds	ANZ A/c: 9116-47489	0.80%	10-Sep-2020	\$2,502,679.70	\$0.00	\$0.00	\$2,502,679.70
Tuia Lodge Accommodation Bonds	ANZ A/c: 9116-13289	0.80%	3-Sep-2020	\$1,672,840.31	\$0.00	\$0.00	\$1,672,840.31
Tuia Lodge Accommodation Bonds	Bendigo A/c: 3311083	1.30%	15-Jun-2020	\$939,335.64	\$3,017.47	-\$942,353.11	\$0.00
Extractive Industry Licence	ANZ	0.45%	25-Jul-2020	\$114,349.80	\$0.00	\$0.00	\$114,349.80
Miscellaneous Investments	ANZ	0.45%	25-Jul-2020	\$10,527.41	\$0.00	\$0.00	\$10,527.41
Public Open Space Contributions	ANZ	0.45%	25-Jul-2020	\$77,104.61	\$0.00	\$0.00	\$77,104.61
				\$5,404,426.16	\$3,017.47	-\$942,353.11	\$4,465,090.52
FUND	WHERE HELD	% RATE	MATURITY	OPENING	DEPOSITS	WITHDRAWALS	CLOSING
LONG TERM INVESTMENT							
Bendigo Bank Shares	Bendigo Bank	-	At Call	\$25,000.00	\$0.00	\$0.00	\$25,000.00
				\$25,000.00	\$0.00	\$0.00	\$25,000.00
INVESTMENT FUND							
Aged Housing Reserve	ANZ A/c: 9732-82219	0.35%	30-Jun-2020	\$1,157,714.88	\$399.64	-\$1,158,114.52	\$0.00
Aged Housing Reserve	ANZ A/c: 9202-29916	0.35%	3-Aug-2020	\$250,000.00	\$0.00	\$0.00	\$250,000.00
Aged Housing Reserve	ANZ A/c: 9202-29924	0.75%	2-Oct-2020	\$908,114.52	\$0.00	\$0.00	\$908,114.52
Waste Management Reserve	ANZ A/c: 9732-82198	0.35%	31-09-20	\$1,469,227.62	\$507.38	-\$507.38	\$1,469,227.62
Buildings	ANZ A/c: 9732-82235	0.35%	31-Jul-2020	\$853,366.12	\$294.70	-\$294.70	\$853,366.12
Land	ANZ A/c: 9732-82235	0.35%	31-Jul-2020	\$250,000.09	\$86.33	-\$86.33	\$250,000.09
Valuation Reserve	Bendigo A/c: 2915919	0.25%	16-Jul-2020	\$950.70	\$40,001.26	-\$30,251.86	\$10,700.10
Employee Leave & Gratuity Reserve	Bendigo A/c: 2915919	0.25%	16-Jul-2020	\$220,758.47	\$1,196.11	-\$8,000.00	\$213,954.58
Roadworks Reserve Account	Bendigo A/c: 2915914	0.25%	16-Jul-2020	\$854,791.43	\$2,585.45	-\$65,403.45	\$791,973.43
CBD Development Reserve	Bendigo A/c: 2915914	0.25%	16-Jul-2020	\$3,053.54	\$9.24	-\$9.24	\$3,053.54
Bushfire Control & Management Reserve	Bendigo A/c: 2915921	0.25%	16-Jul-2020	\$2,281.91	\$6.90	-\$6.90	\$2,281.91
Arbutnott Reserve	Bendigo A/c: 2915921	0.25%	16-Jul-2020	\$3,884.65	\$11.75	-\$11.75	\$3,884.65
Information Technology Reserve	Bendigo A/c: 2915921	0.25%	16-Jul-2020	\$119,523.19	\$361.52	-\$12,361.52	\$107,523.19
Langley Villas & Minn Cotts Contingency Account	Bendigo A/c: 2915921	0.25%	16-Jul-2020	\$12,919.22	\$39.08	-\$39.08	\$12,919.22
Town Planning Reserve	Bendigo A/c: 2915921	0.25%	16-Jul-2020	\$40,051.22	\$121.14	-\$121.14	\$40,051.22
Plant Replacement Reserve	Bendigo A/c: 2915921	0.25%	16-Jul-2020	\$511,274.77	\$321,546.42	-\$1,546.42	\$831,274.77
Apple Fun Park Reserve	Bendigo A/c: 2915921	0.25%	16-Jul-2020	\$99,521.26	\$301.02	-\$301.02	\$99,521.26
Carried Forward Projects Reserve	Bendigo A/c: 2915919	0.25%	16-Jul-2020	\$1,505,334.02	\$51,505.94	-\$604,908.96	\$951,931.00
Covid 19 Reserve	Bendigo A/c: 2915919	0.25%	16-Jul-2020	\$185,000.00	\$0.00	\$0.00	\$185,000.00
				\$8,472,767.61	\$418,973.88	-\$1,881,964.27	\$7,009,777.22
TOTAL CASH & INVESTMENTS				\$20,065,025.94	\$7,169,500.21	-\$10,717,116.32	\$16,517,409.83

Investments Balances

	Amount	% Exposure	Maximum Exposure Permitted	S&P Rating Short Term
Bendigo Bank	\$7,557,115.11	45.75%	75%	A -2
WA Treasury	\$14,495.94	0.09%	100%	AAA
ANZ Bank	\$8,945,798.78	54.16%	100%	A -1+
	\$16,517,409.83	100.00%		

**Shire of Donnybrook - Balingup
Investment Balances**



**Shire of Donnybrook-Balingup
Summary of Bank Reconciliation
For the period ended 30th June 2020**

MUNICIPAL FUND

Balance as per Bank Statements	4,027,396
Investments - Muni Funds	1,014,496
Investments - Trust Bonds	4,657,429
Deposits not yet Credited	3,359
Less Outstanding Cheques	(10,269)
Receipts not yet processed	(655)
Outstanding Transfers from Reserve	828,663
Outstanding Transfers to Reserves	(468,060)
Outstanding Transfers to Trust	(56,690)
Outstanding Transfers from Trust	0
Cheques not Yet Processed	210
Credit Card Payments	0
Bank Adjustment	0
<i>Balance as per Cash At Bank Account</i>	<u>9,995,879</u>

PETTY CASH

Shire Petty Cash on Hand	300
Shire Till Float on Hand	300
Tuia Lodge Petty Cash on Hand	200
Tuia Lodge Resident Kitty Float	1,000
Rec Centre Till Float on Hand	200
Dbk Community Library	100
Balingup Library	60
<i>Balance as per Petty Cash Account</i>	<u>2,160</u>

TRUST FUNDS

Balance as per Bank Statements	630
Investments	77,105
Plus Deposits not yet Credited	0
Less Outstanding Cheques	(630)
Less DOT EFT payment	0
Bank Adjustment	0
Outstanding Transfers	56,690
<i>Balance as per Cash At Bank Account</i>	<u>133,795</u>

RESERVE FUND

Investments	6,984,777
<i>Balance as per Cash At Bank Account</i>	<u>6,984,777</u>

LONG TERM INVESTMENT

Bendigo Shares	25,000
<i>Balance as per Cash At Bank Account</i>	<u>25,000</u>

TOTAL BALANCE CASH AT BANK	<u>17,141,611</u>
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SHIRE OF DONNYBROOK-BALINGUP

Rates Collection Statistics as at 30th June 2020

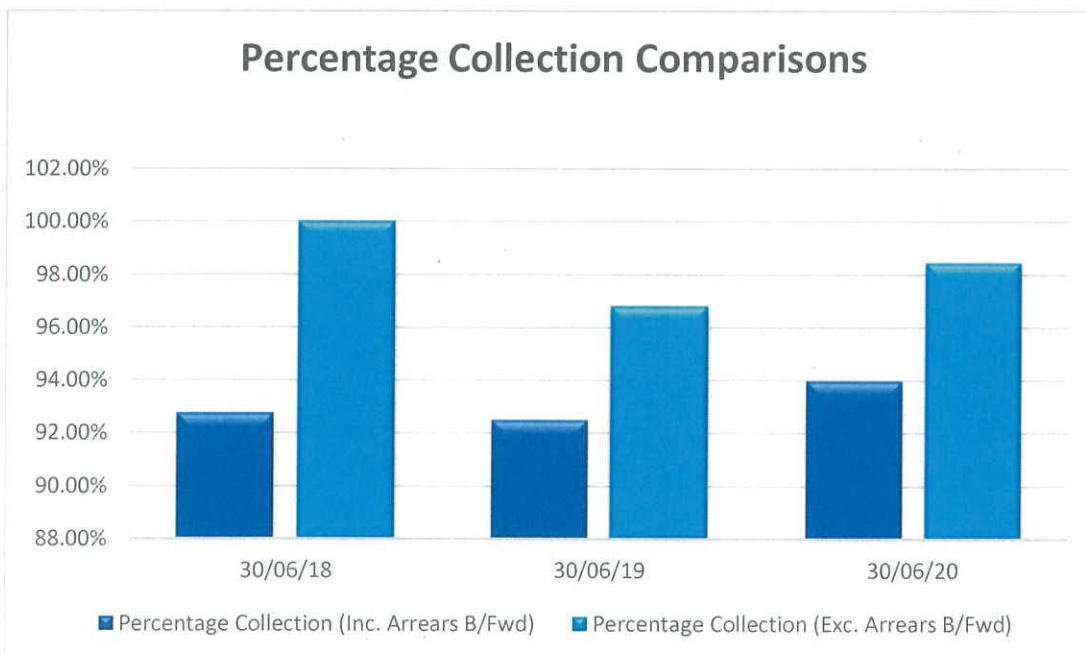
	Rates % May '20	Movement in June '20	Rates % June '20
Arrears Brought Forward	404,298	-157,830	246,468
Billing To Date	5,182,634	992	5,183,626
	5,586,932	-156,838	5,430,095
Less Received To Date	5,166,970	-64,370	5,102,601
Balance Owed	419,962	-92,468	327,494
Percentage Collection (Including Arrears B/Fwd)	92.48%	1.48%	93.97%
Percentage Collection (On 19/20)	99.70%	-1.26%	98.44%

Note: Rates equating to approx 2.5% are not immediately collectable, being validly defferred under the State Governments' Scheme for Pensioner Rates deferrment. ie only 97.5% is collectable.

SHIRE OF DONNYBROOK-BALINGUP

Rates Comparison Statistics as at 30th June 2020

	30/06/18	30/06/19	30/06/20
Arrears Brought Forward	363,693	233,567	246,468
Billing To Date	4,679,421	5,009,142	5,183,626
Total Raised Inc. Arrears	5,043,114	5,242,709	5,430,095
Less Received To Date	4,678,763	4,849,114	5,102,601
Balance Owed	364,351	393,595	327,494
Percentage Collection (Inc. Arrears B/Fwd)	92.78%	92.49%	93.97%
Percentage Collection (Exc. Arrears B/Fwd)	99.99%	96.81%	98.44%



**TUIA LODGE
OPERATING STATEMENT
FOR THE PERIOD ENDED 30TH JUNE 2020**

	GENERAL LEDGER / JOB NUMBER	BUDGET FOR THE YEAR	AMENDED BUDGET	BUDGET TO-DATE 2019/20	MONTH OPENING BALANCE	ACTUAL FOR MONTH OF JUNE	YEAR TO DATE 2019/20	VARIANCE TO-DATE
MONTH NUMBER	12							
OPERATING REVENUE								
Subsidies	116930	2,434,185	1,793,164	1,793,164	1,822,400	216,347	2,038,747	245,583
Basic Daily Fee	117030	730,972	675,000	675,000	651,977	45,173	697,149	22,149
Daily Accommodation Payment	117060	169,200	249,000	249,000	264,935	10,628	275,563	26,563
Means Tested Fee	117070	140,383	115,000	115,000	145,874	7,404	153,278	38,278
Additional Telephone Svc	125430	0	1,000	1,000	768	31	799	-201
Respite Fees	117080	37,098	15,000	15,000	18,029	5,382	23,410	8,410
Interest on Bonds - Tuia	121930	60,409	66,000	66,000	53,899	10,505	64,404	-1,596
Contribution & Reimb Revenue	117090	0	0	0	0	0	0	0
Sale of Assets	117130	0	0	0	0	0	0	0
Other Revenue	117130	0	1,500	1,500	1,268	0	1,268	-232
Reimb Aged Care Svcs Costs	171330	139,134	122,134	122,134	134,271	10,514	144,786	22,652
Grants	110730	0	0	0	0	0	0	0
Donation Revenue	118530	0	0	0	0	0	0	0
Reimbursements	111010	0	0	0	0	0	0	0
Reimb Workers Comp	129230	0	0	0	0	0	0	0
Tfr from LSL Leave	116730	0	0	0	0	0	0	0
Tfr from Aged Reserve	118430	0	0	0	0	0	0	0
		3,711,381	3,037,798	3,037,798	3,093,422	305,983	3,399,404	361,606
LESS OPERATING EXPENDITURE								
EMPLOYEE COSTS								
Salaries & Wages - Direct	116620	2,061,077	2,074,568	2,074,568	1,914,564	237,265	2,151,829	-77,261
Admin Salaries Allocated (116620)	116620	70,195	70,195	70,195	76,119	9,229	85,348	-15,153
Leave Loading	116620	27,220	28,300	28,300	23,419	1,811	25,230	3,070
Vehicle Allowance	136720	8,400	8,400	8,400	0	0	0	8,400
Uniform & Laundry Allowance	133120	27,736	20,000	20,000	17,189	2,197	19,386	614
Superannuation - Direct	116720	192,548	226,830	226,830	198,871	16,307	215,179	11,651
Staff Allowances Other	136720	1,555	1,500	1,500	0	0	0	1,500
New Staff Medicals & Police Clear	136420	3,000	3,000	3,000	2,402	0	2,402	598
Recruitment Fees	136420	0	205	205	205	0	205	0
Uniform	116770	5,000	5,000	5,000	1,313	353	1,666	3,334
Staff Dinner Function	136620	3,000	2,896	2,896	2,897	0	2,897	-1
Staff Recreation Centre Benefits	136620	1,500	1,500	1,500	1,004	0	1,004	496
Staff Incentives	136620	1,500	1,500	1,500	1,267	422	1,689	-189
Casual Agency Staff	136670	0	45,000	45,000	36,571	0	36,571	8,429
Workers Compensation Insurance	116670	71,799	82,172	82,172	82,172	0	82,172	0
Staff Training	B047	20,000	15,000	15,000	9,842	125	9,967	5,033
SMS Service Costs	T103	0	185	185	371	93	463	-278
FBT Expenditure	136520	0	0	0	2,085	0	2,085	-2,085
Other Employee Costs	136620	0	259	259	813	0	813	-554
Transfer to LSL Reserve	132420	0	0	0	0	0	0	0
		2,494,530	2,586,510	2,586,510	2,371,104	267,802	2,638,906	-52,396
EMPLOYEE COSTS AGED CARE SERVICES								
Salaries and Wages		95,000	109,930	109,930	120,996	9,439	130,435	-20,505
Leave Loading		1,300	124	124	218	0	218	-94
Vehicle Allowance		3,000	0	0	0	0	0	0
Superannuation		11,000	12,080	12,080	13,057	1,075	14,132	-2,052
Workers Compensation Insurance		0	0	0	0	0	0	0
		110,300	122,134	122,134	134,271	10,514	144,786	-22,652
UTILITY CHARGES								
Electricity	137120	50,000	55,000	55,000	45,969	3,557	49,526	5,474
Water Supply	137420	9,000	15,500	15,500	13,877	1,189	15,066	434
Sewerage	137520	7,000	7,200	7,200	6,396	746	7,143	57
Telephone	T104	11,000	12,100	12,100	10,710	421	11,131	969
Mobile Phone Costs / SMS	T103	3,000	3,780	3,780	3,414	302	3,716	64
Internet Charges	T105	3,000	4,200	4,200	4,285	405	4,690	-490
Gas	137220	8,000	9,800	9,800	9,424	2,151	11,575	-1,775
		91,000	107,580	107,580	94,075	8,771	102,846	4,734
MEALS/LAUNDRY/GROCERIES								
Milk Supplies	T100	12,000	8,600	8,600	7,918	1,399	9,317	-717
Meals & Laundry	T101	170,000	170,500	170,500	150,513	29,682	180,195	-9,695
Groceries, Fruit & Vegies	T102	45,000	45,000	45,000	43,723	8,749	52,472	-7,472
Function / Activities / Alcohol / Dri	137920	8,000	7,000	7,000	5,301	85	5,386	1,614
		235,000	231,100	231,100	207,456	39,915	247,371	-16,271

**TUIA LODGE
OPERATING STATEMENT
FOR THE PERIOD ENDED 30TH JUNE 2020**

	GENERAL LEDGER / JOB NUMBER	BUDGET FOR THE YEAR	AMENDED BUDGET	BUDGET TO-DATE 2019/20	MONTH OPENING BALANCE	ACTUAL FOR MONTH OF JUNE	YEAR TO DATE 2019/20	VARIANCE TO-DATE
CLEANING SUPPLIES								
Cleaning Supplies	T106	12,000	12,000	12,000	16,280	1,572	17,852	-5,852
Cleaning Equipment	T107	5,000	6,000	6,000	3,775	0	3,775	2,225
Laundry Consumables	T108	9,000	10,000	10,000	11,118	334	11,452	-1,452
Laundry Equipment	T109	4,500	4,500	4,500	4,175	0	4,175	325
Kitchen Consumables	T110	4,500	2,000	2,000	1,623	381	2,004	-4
Kitchen Equipment	T111	6,000	4,000	4,000	2,678	325	3,003	997
Rubbish/Recycling / Wet Waste C	114870	6,000	3,884	3,884	2,266	8,868	11,134	-7,250
Rubbish Collections Non Shire	114870	3,000	2,400	2,400	1,618	933	2,552	-152
		50,000	44,784	44,784	43,533	12,413	55,946	-11,162
PHARMACY SUPPLIES								
Pharmaceutical Supplies	T112	13,000	14,000	14,000	10,935	1,589	12,525	1,475
Continuence Products / Wipes	T113	38,000	50,000	50,000	45,786	4,482	50,268	-268
Wound Care	T114	8,000	11,000	11,000	12,531	2,038	14,570	-3,570
Oxygen	T115	1,000	1,500	1,500	1,049	678	1,728	-228
Supplements	T116	3,500	7,500	7,500	7,170	799	7,970	-470
Personal Protective Equipment	T117	6,000	6,000	6,000	8,192	601	8,793	-2,793
Other	T118	5,000	4,000	4,000	4,757	862	5,620	-1,620
		74,500	94,000	94,000	90,422	11,052	101,474	-7,474
CONTRACTORS								
Gardening Contractors	T124	13,000	13,000	13,000	15,460	551	16,011	-3,011
Building Contractors	T119	7,000	4,000	4,000	3,331	508	3,839	161
Painting Contractors	T120	2,000	0	0	0	0	0	0
Fire Safety Contractors	T121	5,500	6,000	6,000	4,116	1,350	5,466	534
Plumbing Contractors	T122	6,000	5,000	5,000	4,122	162	4,285	715
Electrical Contractors	T123	8,000	8,000	8,000	6,531	1,221	7,752	248
ATC Traineeship Contract		33,000	33,000	33,000	33,220	0	33,220	-220
Cleaning Contractors		1,000	1,000	1,000	1,178	0	1,178	-178
		75,500	70,000	70,000	67,959	3,792	71,751	-1,751
GENERAL EXPENSES								
Equipment (Under Threshold)	160620	0	3,000	3,000	5,541	226	5,767	-2,767
Advertising & Promotion	142720	10,000	10,000	10,000	12,780	0	12,780	-2,780
Vehicle Expenses	138220	7,000	5,000	5,000	1,917	0	1,917	3,083
Loan Guarantee Fee (142120)		0	0	0	0	380	380	-380
Sundry Expenses	136870	5,000	5,000	5,000	6,841	324	7,166	-2,166
Sundry Equipment		2,000	3,000	3,000	2,051	0	2,051	949
Equipment Maintenance	137170	10,000	15,000	15,000	11,208	2,378	13,586	1,414
Interest Expense - Leased Equipm	115100	3,500	4,000	4,000	3,971	58	4,029	-29
Freight & Postage	142820	3,000	3,000	3,000	2,877	106	2,983	17
Maintenance Items	139270	0	0	0	0	0	0	0
Residents Meetings/Gifts	136770	200	0	0	0	0	0	0
Residents Xmas Party	136770	1,500	0	0	0	0	0	0
Subscriptions	137070	2,000	2,000	2,000	1,707	29	1,736	264
Icare Health Software	138920	7,000	7,000	7,000	12,381	-10,317	2,063	4,937
Systems & Software	138920	10,000	10,000	10,000	4,506	0	4,506	5,494
Stationery & Printing Expenses	139020	9,000	9,500	9,500	7,022	-2,597	4,425	5,075
Bond Refund Interest Payment	136970	6,000	7,000	7,000	7,699	0	7,699	-699
Payroll Services	139170	9,000	12,000	12,000	11,144	1,604	12,748	-748
		85,200	95,500	95,500	91,642	-7,808	83,835	11,665
INSURANCES								
Building Insurance	136820	10,000	12,032	12,032	12,032	0	12,032	0
Medical Malpractice Insurance	137020	6,000	6,000	6,000	6,000	0	6,000	0
Public liability Insurance	136920	10,000	11,964	11,964	11,964	0	11,964	-0
		26,000	29,996	29,996	29,996	0	29,996	0
ALLIED HEALTH								
Occupational Therapist	T131	0	1,319	1,319	1,474	0	1,474	-155
Podiatrist	T132	9,000	9,000	9,000	8,760	0	8,760	240
Physio Expenses	T133	30,000	25,000	25,000	19,977	0	19,977	5,023
Speech Pathologist	T134	5,000	5,000	5,000	1,660	0	1,660	3,340
Dietician	T135	4,000	2,000	2,000	625	0	625	1,375
		48,000	42,319	42,319	32,496	0	32,496	9,823
CONSULTANCY								
Consultancy - Accreditation	T125	0	7,545	7,545	7,545	0	7,545	0
Consultancy - Aged Care Standar	T126	5,000	0	0	1,688	0	1,688	-1,688
Consultancy - Audit	T127	4,000	4,000	4,000	3,200	0	3,200	800
Consultancy - Legal	T128	4,000	0	0	301	0	301	-301
Consultancy - Benchmarking	T129	4,000	5,000	5,000	2,850	195	3,045	1,955
Contingency (unspecified)	T130	20,000	20,000	20,000	15,943	0	15,943	4,057
		37,000	36,545	36,545	31,527	195	31,722	4,823

**TUIA LODGE
OPERATING STATEMENT
FOR THE PERIOD ENDED 30TH JUNE 2020**

	GENERAL LEDGER / JOB NUMBER	BUDGET FOR THE YEAR	AMENDED BUDGET	BUDGET TO-DATE 2019/20	MONTH OPENING BALANCE	ACTUAL FOR MONTH OF JUNE	YEAR TO DATE 2019/20	VARIANCE TO-DATE
SHIRE SUPPORT COSTS								
Admin Salaries Reallocated	105460	198,391	198,391	198,391	127,042	17,084	144,126	54,265
Admin Super Reallocated	105560	21,847	21,847	21,847	13,389	1,051	14,439	7,408
Admin Employee Costs Reallocated	105660	9,859	9,859	9,859	8,469	4,612	13,081	-3,222
Computer Costs Reallocated	105760	42,779	42,779	42,779	40,451	933	41,385	1,394
Admin Building Costs Reallocated	105860	4,663	4,663	4,663	3,649	257	3,907	756
General Admin Costs Reallocated	105960	6,598	4,428	4,428	5,391	1,080	6,471	-2,043
		284,137	281,967	281,967	198,392	25,017	223,409	58,558
Depreciation on Plant	156320	27,283	27,283	27,283	7,715	0	7,715	19,568
Depreciation on Building	116420	188,000	188,000	188,000	154,678	0	154,678	33,322
		215,283	215,283	215,283	162,393	0	162,393	52,890
TOTAL GENERAL EXPENDITURE		3,826,450	3,957,718	3,957,718	3,555,267	371,663	3,926,930	30,788
Tfr to Aged Housing Reserve	147700	0	0	0	0	0	0	0
Tfr to Aged Housing Reserve	116920	0	0	0	0	0	0	0
TOTAL OPERATING EXPENDITURE - Employee plus General		3,826,450	3,957,718	3,957,718	3,555,267	371,663	3,926,930	30,788
NETT OPERATING SURPLUS / (DEFICIT)		-115,069	-919,920	-919,920	-461,845	-65,680	-527,526	392,394

**TUIA LODGE
CAPITAL STATEMENT
FOR THE PERIOD ENDED 30TH JUNE 2020**

	GENERAL LEDGER / JOB NUMBER	BUDGET FOR THE YEAR	AMENDED BUDGET	BUDGET TO-DATE 2019/20	MONTH OPENING BALANCE	ACTUAL FOR MONTH OF JUNE	YEAR TO DATE 2019/20	VARIANCE TO-DATE
CAPITAL EXPENSES								
Marri Wing - Room 12, 14 & 16	173840	40,800	68,000	68,000	68,938	0	68,938	938
Jarrah Wing 3 x Bathrooms Vinyl		40,800	0	0	0	0	0	0
Brick Paving - Rebed Sunken Paving		510	0	0	0	0	0	0
Balustrading - Add rail to 1m height		7,140	0	0	0	0	0	0
Refit Kitchen 1 & Dining Room		51,000	0	0	0	0	0	0
Repair Wall Cracks (1,2,4,Hall)		1,020	0	0	0	0	0	0
Tuia Lodge Extension - Dementia Ward		1,450,000	50,000	50,000	7,913	9,352	17,264	-32,736
Dementia Wing - as per AMP		300,000	0	0	0	0	0	0
Palliative Suite - as per AMP		150,000	0	0	0	0	0	0
Install Fire Suppression System		500,000	320,000	320,000	201,928	38,093	240,020	-79,980
Fire Information Panel		0	62,916	62,916	0	62,916	62,916	0
Lease Principal Repayments	114240	0	0	0	0	3,075	3,075	3,075
Tfr to C/Forward Projects Reserv	146700	0	0	0	0	41,680	41,680	41,680
TOTAL CAPITAL EXPENSES		2,541,270	500,916	500,916	278,778	155,115	433,893	-67,023
CAPITAL INCOME								
Proceeds from Loan	104450	500,000	320,000	320,000	291,000	0	291,000	-29,000
Government Grants	173250	1,450,000	0	0	0	0	0	0
Government Grants	173250	450,000	0	0	0	0	0	0
Tfr from Tuia Lodge Charitable Tr	102950	0	50,000	50,000	0	0	0	-50,000
Tfr from Building Res	107150	141,270	130,916	130,916	0	149,118	149,118	18,202
		2,541,270	500,916	500,916	291,000	149,118	440,118	-60,798
CAPITAL SURPLUS / (DEFICIT)		0	0	0	12,222	-5,998	6,225	-127,821

SUMMARY

Net Operations Surplus	-115,069	-919,920	-919,920	-461,845	-65,680	-527,526	392,394
Net Capital Deficit	0	0	0	12,222	-5,998	6,225	-127,821
Net Surplus / (Deficit)	-115,069	-919,920	-919,920	-449,623	-71,678	-521,301	264,573

Operating Income (incl. Bond Retained & Interest)	3,399,404
Operating Expenditure	-3,926,930
	-527,526
Operating Profit/Loss	-527,526
Plus: Proceeds of Loan	291,000
Plus: Capital Income	0
Less: Capital Expenditure	-433,893
Less: Loan Principal Repayment	0
Net Loss after Capital Income & Expenditure	-670,419
Reserve Transfers:	
Tfr from Reserve	0
Tfr from Reserve - Capital Expenses	149,118
Subtotal	-521,301
Fixed Asset Depreciation (Non Cash)	162,393
Add back Council subsidy of Admin Allocations	
Tfr to Aged Housing Reserve - Proceeds of Sale of Tuia Bus	0
Deemed (Profit) / Loss Transferred to/from Aged Housing Reserve	0
	-358,908



**2020-2021
DRAFT BUDGET**

SUMMARY OF FINANCIAL ACTIVITY							
		2019/20		2019/20		2020/21	
		Budget		Forecast Estimate		Budget Estimate	
		Revenue	Expend	Revenue	Expend	Revenue	Expend
Schedule		\$	\$	\$	\$	\$	\$
OPERATING							
GENERAL PURPOSE FUNDING	3	(7,365,927)	159,796	(8,389,547)	222,638	(6,346,176)	202,110
GOVERNANCE	4	(25,839)	1,214,385	(42,817)	1,169,821	(89,020)	1,052,199
LAW ORDER & PUBLIC SAFETY	5	(594,180)	1,476,584	(534,769)	1,259,036	(581,860)	1,373,069
HEALTH	7	(163,128)	237,845	(159,659)	229,422	(173,013)	263,707
EDUCATION & WELFARE	8	(3,962,097)	4,542,002	(3,682,843)	4,600,630	(4,111,587)	5,024,914
COMMUNITY AMENITIES	10	(1,215,567)	1,801,728	(1,153,926)	1,639,261	(1,140,547)	1,709,555
RECREATION & CULTURE	11	(351,658)	3,445,197	(296,582)	2,917,513	(346,249)	3,578,827
TRANSPORT	12	(9,250)	5,112,242	(13,591)	4,667,982	(228,559)	4,843,710
ECONOMIC SERVICES	13	(163,053)	650,772	(177,311)	591,906	(480,781)	854,781
OTHER PROPERTY & SERVICES	14	(126,792)	226,792	(168,546)	282,177	(118,200)	118,200
Less Depreciation			(5,960,334)		(5,016,739)		(5,494,234)
Non Cash Gains and Losses				12,062	(38,750)	9,869	(32,470)
TOTAL OPERATING		(13,977,491)	12,907,009	(14,607,529)	12,524,896	(13,606,123)	13,494,367
CAPITAL							
GOVERNANCE	4	(225,219)	191,030	(5,245)	45,463	(170,295)	186,507
LAW ORDER & PUBLIC SAFETY	5	(1,076,352)	1,079,536	(606,788)	594,224	(66,241)	83,910
HEALTH	7	0	11,940	0	11,040	0	11,693
EDUCATION & WELFARE	8	(7,244,676)	7,244,676	(1,277,758)	719,481	(548,822)	578,425
COMMUNITY AMENITIES	10	(1,528,254)	1,549,254	(15,741)	13,641	(332,795)	341,220
RECREATION & CULTURE	11	(2,389,576)	2,430,126	(377,639)	278,541	(4,214,145)	4,283,128
TRANSPORT	12	(2,167,622)	2,528,716	(2,477,100)	2,524,862	(4,880,807)	5,543,734
ECONOMIC SERVICES	13	(172,570)	199,950	(419,795)	78,516	(154,000)	167,370
FUND TRANSFERS	15	(181,626)	821,149	(181,626)	1,193,921	0	320,000
Projects and Capital Works Bids (Net)							0
TOTAL CAPITAL		(14,985,895)	16,056,377	(5,361,694)	5,459,690	(10,367,105)	11,515,987
TOTAL		(28,963,386)	28,963,386	(19,969,223)	17,984,586	(23,973,228)	25,010,354
Adjustments :-							
Non Cash Expenditure							
Adjust Non Current Liabilities (Emp LSL)					11,690		
Adjust Pensioner Deferred Rates				(24,520)			
Adjustment for first time adoption of AASB					864,295		
Adjust Accrued Inc. Emp Entitlements					15,991		
Adjust Current Asset Land held for resale sold			0		66,018		
Adjust leave Reserve W/Back					26,031		
Estimated (Surplus)/Deficit B/Fwd		0		(11,994)		(1,037,126)	
SUB TOTAL		(28,963,386)	28,963,386	(20,005,737)	18,968,612	(25,010,354)	25,010,354
Estimated (Deficit) / Surplus C/Fwd			0		1,037,126	0	0
		(28,963,386)	28,963,386	(20,005,737)	20,005,737	(25,010,354)	25,010,354

2020-21 DRAFT BUDGET

SCHEDULE 3 - GENERAL PURPOSE FUNDING - PROGRAM SUMMARY						
	2018/19	2019/20		2020/2021	Variance	Variance
	Actual	Budget	Forecast Actual	Budget Estimate	Budget Prior Yr	Actual Prior Yr
OPERATING EXPENDITURE	\$	\$	\$	\$		
Expenses Relating to Rates - Operations	283,168	159,796	222,638	202,110	26.5%	(9.2%)
TOTAL OPERATING EXPENDITURE	283,168	159,796	222,638	202,110	26.5%	(9.2%)
OPERATING INCOME						
Rates	(5,014,290)	(5,197,069)	(5,190,974)	(5,165,042)	(0.6%)	(0.5%)
General Purpose Funding	(2,257,681)	(2,168,858)	(3,198,573)	(1,181,134)	(45.5%)	(63.1%)
TOTAL OPERATING INCOME	(7,271,971)	(7,365,927)	(8,389,547)	(6,346,176)		(24.4%)
TOTAL EXPENDITURE	283,168	159,796	222,638	202,110	26.5%	(9.2%)
TOTAL INCOME	(7,271,971)	(7,365,927)	(8,389,547)	(6,346,176)	(13.8%)	(24.4%)
	(6,988,803)	(7,206,131)	(8,166,909)	(6,144,066)	(14.7%)	(24.8%)

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 3 - General Purpose Funding	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		RATES, GENERAL PURPOSE GRANTS, GENERAL FINANCING OPERATING EXPENDITURE		\$	\$	\$	\$		
		Expenses relating to Levying of Rates							
119520		Postage & Stationery (Rate Notices)		18,050	16,000	15,249	16,000	-	4.9%
119620		Legal Expenses		19,140	16,000	4,609	10,000	(37.5%)	116.9%
119720		Advertising & General Expenses		5,526	5,500	2,133	5,500	-	157.8%
119320		Valuation Expenses		84,293	26,500	29,572	29,000	9.4%	(1.9%)
150220		Staff Training - Rates		0	1,500	1,353	1,500	-	10.8%
196720		Admin Sal Allocated - Rate Levying Expenses		15,103	5,771	14,582	0	(100.0%)	(100.0%)
101420		Salaries - Rating		113,870	48,607	112,708	76,990	58.4%	(31.7%)
158420		Superannuation - Rating		0	0	0	9,103	-	-
161020		Employee Insurance - Workers Compensation		0	0	0	3,079	-	-
100760		Admin Salaries Reallocated		5,413	9,700	5,142	35,197	262.9%	584.4%
101260		General Admin Costs Reallocated		5,795	6,598	5,620	15,741	138.6%	180.1%
101520		Admin Exp - Rates Clerk		69	0	0	0	-	-
100860		Admin Super Reallocated		544	1,068	517	0	(100.0%)	(100.0%)
100960		Admin Employee Costs Reallocated		3,974	9,859	13,081	0	(100.0%)	(100.0%)
101060		Computer Costs Reallocated		6,230	8,030	6,889	0	(100.0%)	(100.0%)
101160		Admin Building Costs Reallocated		3,521	4,663	3,907	0	(100.0%)	(100.0%)
114520		General Admin Allocated		0	0	1,362	0	-	(100.0%)
156820		Prior year Rates Write Off		1,638	0	5,913	0	-	(100.0%)
		TOTAL OPERATING EXPENDITURE		283,168	159,796	222,638	202,110	26.5%	(9.2%)

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 3 - General Purpose Funding	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		RATES, GENERAL PURPOSE GRANTS, GENERAL FINANCING OPERATING INCOME		\$	\$	\$	\$		
		Rates:							
100110		Rates - General Rates Levied		(4,874,351)	(5,058,689)	(5,058,690)	(5,073,142)	0.3%	0.3%
100710		Rates - Interim & Back Rates		(3,269)	(5,500)	(11,342)	(5,500)	-	(51.5%)
100810		Less: Rates - Discounts / Concessions - See Notes		0	0	0	2,700	-	-
101310		Less: Rates Written Off		1,134	1,500	600	1,000	(33.3%)	66.6%
100610		Interest - Arrears		(53,997)	(50,000)	(53,368)	(37,500)	(25.0%)	(29.7%)
100310		Interest - Rates Instalments		(18,057)	(15,500)	(20,872)	(16,500)	6.5%	(20.9%)
101010		Interest - Deferred Pensioners		(4,100)	(3,200)	(3,583)	(3,500)	9.4%	(2.3%)
101210		Reimbursement - Debt Recovery		(16,131)	(16,000)	(3,921)	(3,500)	(78.1%)	(10.7%)
121630		Fees & Charges - Rates Instalments / Payment Arrangements		(6,355)	(6,650)	(8,276)	(29,100)	337.6%	251.6%
		Old Accounts - Historical Data							
100410		Interim Rates Levied		(18,353)	(22,000)	(9,008)	0	(100.0%)	(100.0%)
100210		Rates Instalment charges		(20,810)	(21,030)	(22,515)	0	(100.0%)	(100.0%)
		Sub Total - Rates		(5,014,290)	(5,197,069)	(5,190,974)	(5,165,042)	(0.6%)	(0.5%)

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 3 - General Purpose Funding	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		RATES, GENERAL PURPOSE GRANTS, GENERAL FINANCING OPERATING INCOME		\$	\$	\$	\$		
		General Purpose Funding:							
100910		Grants - LGGC Financial Assistance Grant		(2,014,841)	(617,391)	(1,311,335)	(695,895)	12.7%	(46.9%)
110310		Grants - LGGC Local Road Grant		0	(345,108)	(718,538)	(370,814)	7.4%	(48.4%)
148810		Interest - Municipal Fund		(65,436)	(55,000)	(29,819)	(30,000)	(45.5%)	0.6%
148910		Interest - Reserve Fund		(93,203)	(80,000)	(69,496)	(63,325)	(20.8%)	(8.9%)
106430		Fees & Charges (Settlement Agents)		(20,085)	(21,000)	(20,688)	(20,000)	(4.8%)	(3.3%)
109110		Other Revenue		(420)	(1,300)	(353)	(400)	(69.2%)	13.5%
109810		Sundry Income (No GST)		(485)	0	(785)	(700)	-	(10.9%)
		Old Accounts - Historical Data							
109310		Advertising Rebate		(415)	0	0		-	-
106130		Transfer from Valuation Reserve - Revaluation Expenses		(60,000)	0	0		-	-
159930		Transfer from Unspent Grants Reserve		0	(1,047,559)	(1,047,559)			
108030		ESL Penalty Interest Income		(2,701)	(1,500)	0		(100.0%)	-
109010		Reimbursements Staff Telephone		(96)		0		-	-
		Sub Total - General Purpose Funding		(2,257,681)	(2,168,858)	(3,198,573)	(1,181,134)	(45.5%)	(63.1%)
		TOTAL OPERATING INCOME		(7,271,971)	(7,365,927)	(8,389,547)	(6,346,176)	(13.8%)	(24.4%)

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 3 - GENERAL PURPOSE FUNDING	Detail	2020/21 Budget Estimate		
		RATES, GENERAL PURPOSE GRANTS, GENERAL FINANCING	\$	\$		
		OPERATING EXPENDITURE				
101420		Salaries	76,990	76,990		
158420		Superannuation	9,103	9,103		
161020		Employee Insurance - Workers Compensation	3,079	3,079		
119320		Valuation Expenses				
		Valuer General's Office - Supply of rating Valuations	21,000			
		Annual Unimproved Revaluation	8,000	29,000		
		Supply of Interim Valuations				
119520		Postage and Stationery				
		Production run for initial Rates Notice, 3x Instalment Notices and Final Notices	4,000			
		Postage of Rate Notices	12,000	16,000		
119620		Legal Costs				
		Legal costs relating to rates recovery process (costs recovered from Rates Debtors)	10,000	10,000		
119720		Advertising & General Expenses				
		Mapping Cadastre & Tenure Data Updates	1,750			
		Annual Update of Aerial Images for Mapping Systems	500			
		Access to Shared Local Information Platform - GIS/Mapping Data	2,400			
		Advertising and other expenses relating to levying of rates	850			
		<i>(Including purchase of Rates Comparison Report)</i>	0	5,500		
101310		Rates Written Off				
		Minor rates balances written off under delegation	1,000	1,000		
150220		Staff Training - Rates				
		Expenses relating to staff training in Rates procedures	1,500	1,500		
100760		Administration Salaries Allocated	35,197	35,197		
101260		General Administration Costs Reallocated	15,950	15,741		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 3 - GENERAL PURPOSE FUNDING	Detail	2020/21 Budget Estimate		
		RATES, GENERAL PURPOSE GRANTS, GENERAL FINANCING	\$	\$		
		OPERATING INCOME				
		RATES				
100110		Rates - General Rates Levied Rates levied as per schedule (same rate in the dollar as 2019-20 for UV and GRV)	(5,073,142)	(5,073,142)		
100710		Rates - Interim & Back Rates Back rates levied on properties	(5,500)	(5,500)		
100810		Less: Rates - Discounts / Concessions Rating Concessions Donnybrook Properties Crossing LG Boarderds	2,700	2,700		
100310		Interest - Rates Instalments Interest charged on rates paid by Instalments @ 5.5% per annum <i>(maximum rate of interest to be imposed as per FM Reg 68 is 5.5%)</i>	(16,500)	(16,500)		
100610		Interest - Arrears Late Payment Interest @ 8% per annum <i>(maximum rate of interest to be imposed under COVID19 is 8.0%)</i> Penalty interest income on unpaid ESL charges	(36,000) (1,500)	(37,500)		
101010		Interest - Deferred Pensioners Interest Subsidy from Office of State Revenue for Pensioner Deferred Rates	(3,500)	(3,500)		
121630		Fees & Charges - Rates Instalments / Payment Arrangements Administration Charge to establish direct debit facility for payment of rates (as per Fee Schedule) Administration fee per instalment \$11, as per Fee Schedule (Same as 2019-20) <i>(no maximum figure by FM Reg 67 but must reflect actual costs)</i>	(8,100) (21,000)	(29,100)		
101210		Reimbursement - Debt Recovery Provision for Legal Expenses relating to rates recovery	(3,500)	(3,500)		
		OTHER GENERAL PURPOSE FUNDING				
100910		Grants - LGGC Financial Assistance Grant Notional Allocation from WA Local Government Grants Commissions (FAGS) General Purpose Component	(695,895)	(695,895)		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 3 - GENERAL PURPOSE FUNDING	Detail	2019/20 Budget Estimate		
		OTHER GENERAL PURPOSE FUNDING	\$	\$		
		OPERATING INCOME				
110310		Grants - LGGC Local Road Grant Notional Allocation from WA Local Government Grants Commissions (FAGS) Roads Component	(370,814)	(370,814)		
148810		Interest - Municipal Fund Interest on surplus Municipal Funds invested	(30,000)	(30,000)		
148910		Interest - Reserve Fund Estimated Interest on surplus Reserve Funds invested	(63,325)	(63,325)		
106430		Fees & Charges Account enquiry charges levied on Settlement Agents (as per Fee Schedule)	(20,000)	(20,000)		
109110		Other Revenue Minor Sundry Income	(400)	(400)		
109810		Sundry Income - No GST Minor Sundry Income	(700)	(700)		

SCHEDULE 4 - GOVERNANCE - PROGRAM SUMMARY

	2018/19	2019/20		2020/2021	Variance	Variance
	Actual	Budget	Forecast Actual	Budget Estimate	Budget Prior Yr	Actual Prior Yr
OPERATING EXPENDITURE	\$	\$	\$	\$		
Members of Council - Operations	189,621	278,587	239,340	246,608	(11.5%)	3.0%
Administration General - Allocated	302,099	421,528	401,810	401,030		
Administration General - To be Allocated	51,786	51,407	33,315	(0)	(100.0%)	(100.0%)
Other Governance - Operations	409,919	462,863	495,356	404,561	(12.6%)	(18.3%)
TOTAL OPERATING EXPENDITURE	953,426	1,214,385	1,169,821	1,052,199	(13.4%)	(10.1%)
OPERATING INCOME						
Members of Council	0	(200)	(173)	(5,086)	2443.0%	2844.5%
Other Governance	(152,925)	(25,639)	(42,644)	(83,934)	227.4%	96.8%
TOTAL OPERATING INCOME	(152,925)	(25,839)	(42,817)	(89,020)	244.5%	107.9%
CAPITAL EXPENDITURE						
Other Governance - Asset Renewal / Refurbishment	117,159	191,030	24,813	132,500	(30.6%)	434.0%
Other Governance - New Assets				31,220		
Other Governance - Financing	0	0	20,650	22,787	-	10.3%
TOTAL CAPITAL EXPENDITURE	117,159	191,030	45,463	186,507	(2.4%)	310.2%
CAPITAL INCOME						
Other Governance	(117,159)	(225,219)	(5,245)	(170,295)	(24.4%)	3146.5%
TOTAL CAPITAL INCOME	(117,159)	(225,219)	(5,245)	(170,295)	(24.4%)	3146.5%
TOTAL EXPENDITURE	1,070,584	1,405,415	1,215,284	1,238,706	(11.9%)	1.9%
TOTAL INCOME	(270,083)	(251,058)	(48,062)	(259,315)	3.3%	439.5%
	800,501	1,154,357	1,167,222	979,391	(15.2%)	(16.1%)

Account Number	Job/Plant Number	Schedule 4 - Governance Note	2018/19	2019/20		2020/2021	Variance	Variance
			Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		MEMBERS OF COUNCIL	\$	\$	\$	\$		
		OPERATING EXPENDITURE						
102320		Councillor Allowances - Meeting Fees	72,896	90,966	90,246	90,966	-	0.8%
101720		President, Deputy President annual allowances	12,500	12,510	12,510	12,510	-	(0.0%)
101620		Councillor Travel Expenses (See Notes)	8,195	12,000	6,596	8,850	(26.3%)	34.2%
102420		Allowances - Other	9,066	12,450	11,808	12,450	-	5.4%
112220		Information Technology - Councillors	3,264	3,552	3,478	4,752	33.8%	36.6%
101920		Conference Expenses	8,885	8,000	7,463	5,000	(37.5%)	(33.0%)
169320		Councillor Training	3,967	10,000	5,991	16,800	68.0%	180.4%
102020		Insurance - Councillor's	7,080	7,257	7,257	7,961	9.7%	9.7%
102520		Council Donations and Grants	6,841	22,888	17,268	30,736	34.3%	78.0%
102220		Council Stationery & Gifts	2,682	2,550	2,168	4,000	56.9%	84.5%
101320		Refreshments and Receptions	14,554	18,500	12,128	10,000	(45.9%)	(17.5%)
159220		Council & Staff Functions	7,023	8,000	5,386	10,000	25.0%	85.7%
155320		Volunteer's Events	2,000	1,550	0	2,000	29.0%	-
163020		Depreciation	29,523	35,000	28,034	30,583	(12.6%)	9.1%
150720		Seniors Week Function	0	0	380	0	-	(100.0%)
155420		Biennial Council Function	0	4,000	6,106	0	(100.0%)	(100.0%)
101120		Election and Poll Expenses	113	29,364	21,334	0	(100.0%)	(100.0%)
106020		Agenda Delivery Expenses	1,033	0	1,187	0	-	(100.0%)
		Sub Total - Operations	189,621	278,587	239,340	246,608	(11.5%)	3.0%
101220		Salaries - Administration	0	0	0	251,762	-	-
158520		Superannuation - Administration	0	0	0	26,788	-	-
161120		Employee Insurance - Workers Compensation	0	0	0	10,071	-	-
197220		Admin Salaries Reallocated	23,394	34,994	21,810	36,632	4.7%	68.0%
101460		Admin Building Costs Reallocated	3,521	4,663	3,907	75,777	1525.1%	1839.6%
191020		Administration Salaries Allocated Directly	251,344	335,713	344,201	0	(100.0%)	(100.0%)
191120		Administration Superannuation Allocated Directly	22,521	42,304	30,683	0	(100.0%)	(100.0%)
197320		Admin Superannuation Reallocated	1,318	3,854	1,210	0	(100.0%)	(100.0%)
		Sub Total - Operations	302,099	421,528	401,810	401,030	(4.9%)	(0.2%)
		TOTAL OPERATING EXPENDITURE	491,720	700,115	641,150	647,638	(7.5%)	1.0%
		OPERATING INCOME						
102430		Reimbursements	0	(100)	(173)	(50)	(50.0%)	(71.1%)
102330		Fees & Charges	0	(100)	0	(100)	-	-
103230		Tfr from Carried Forward Projects Reserve	0	0	0	(4,936)	-	-
		TOTAL OPERATING INCOME	0	(200)	(173)	(5,086)	2443.0%	2844.5%

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 4 - GOVERNANCE	Detail	2020/21 Budget Estimate		
		MEMBERS OF COUNCIL OPERATING EXPENDITURE	\$	\$		
101620		Operations: Councillor Travel Councillor travelling - Based on Vehicle CC Capacity per km (as per Local Government Officers WA Award)	8,850	8,850		
101720		President / Deputy President Annual Allowances Allowances are now set by the Salaries and Allowances Tribunal No increase recommended by Tribunal - Council to determine allowance Presidential Allowance (as determined by Council) (Band 3 - Minimum \$1,015 to Maximum \$36,591) Deputy President (25% of the President's allowance as per determination)	10,008 2,502	12,510		
102320		Councillor Allowances - Meetings Allowances are now set by the Salaries and Allowances Tribunal No increase recommended by Tribunal - Council to determine allowance 1 x President @ \$12,101.50 per annum (25 percentile of minimum. as per Tribunal Determination) (Band 3 - Minimum \$7,612 to Maximum \$25,091) 8 x Councillors @ \$9,857.75 per annum (25 percentile of minimum. as per Tribunal Determination) (Band 3 - Minimum \$7,612 to Maximum \$16,205)	12,102 78,864	90,966		
102420		Allowances - ITC Allowances are now set by the Salaries and Allowances Tribunal 1 x President @ \$2,750 per annum 8 x Councillors @ \$1,010 per annum (Tribunal determination - Minimum \$500 to Maximum \$3,500) Councillors Uniform 9 Councillors @ approx.\$100 each Child care services (no provision made)	2,750 8,800 900 0	12,450		
112220		Information Technology - Councillors Repayment Plan for Councillor Surface Go (9 x \$28 pm) previously 8 x \$15pm Monthly data plan for Councillor (8 x \$15 per month) to be discontinued Microsoft Office 365 Business Standard (9 x \$16 per month) previously 8 x \$7pm	3,024 0 1,728	4,752		
169320		Councillor Training Councillor Training (Mandatory and Policy)	16,800	16,800		
101920		Conference Expenses Members Conference Expenses - e.g. Local Government Week (President & Deputy & 2 Councillors)	5,000	5,000		
101120		Election and Poll Expenses Next election will be held in October 2021, WAEC usually conduct Election	0	0		
102020		Councillor's Insurance Personal Accident /travel Management Liability (50%)	1,175 6,786	7,961		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 4 - GOVERNANCE	Detail	2020/21 Budget Estimate		
		MEMBERS OF COUNCIL OPERATING EXPENDITURE	\$	\$		
102520		Council Donations and Grants				
		Prizes / Awards for high achieving students (on request)	500			
		Donnybrook High School - Gilliana Magazine	100			
		Arbuthnott Scholarship (additional allocation, refer also schedule 8)	200			
		Donnybrook Regional Tourism Association	2,000			
		Balingup Progress Association	1,000			
		Minor Grants	3,000			
		Balingup Progress Association - Balingup Historic Group	2,000			
		Non cash donations and waiver of fees	2,000			
		Grant Round 2 Allocation	15,000			
		Donnybrook Tennis Club (C/over 2019-20)	1,500			
		KPA for Kirup Community Garden (C/over 2019-20)	1,500			
		Donnybrook Balingup Chamber of Commerce (C/over 2019-20)	1,936	30,736		
102220		Council Stationery and Gifts				
		General Council expenses including councillor stationery, certificates, gifts, binding of Minutes, update Honour Boards, Church / Chamber Interpretation etc.	4,000	4,000		
101320		Refreshments and Receptions				
		Council meeting meals and refreshments (including hosting of regional meetings)	10,000	10,000		
159220		Council & Staff Functions				
		Employee and Elected Members Functions	10,000	10,000		
155420		Biennial Council Function				
		Biennial event recognising outgoing & incoming Councillors, Volunteers & Community Leaders (recommend to be held every two years to align with Ordinary Election year)	0	0		
155320		Volunteer's Events				
		Functions to Recognise Volunteer Contributions	2,000	2,000		
101220		Salaries - Administration	251,762	251,762		
191120		Superannuation - Administration	26,788	26,788		
161120		Employee Insurance - Workers Compensation	10,071	10,071		
197220		Administration Salaries Reallocated	36,632	36,632		
101460		Administration General Reallocation	77,229	75,777		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 4 - GOVERNANCE	Detail	2020/21 Budget Estimate		
		MEMBERS OF COUNCIL OPERATING INCOME	\$	\$		
102430		Operations: Reimbursements Reimbursements from elected members for personal expenses incurred.	(50)	(50)		
102330		Fees & Charges Sale of Electoral Rolls / Minutes / Agendas etc.	(100)	(100)		
103230		Transfer From Carried Forward reserve community grants	(4,936)	(4,936)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 4 - Governance Note	2018/19	2019/20		2020/2021	Variance	Variance
			Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		OTHER GOVERNANCE	\$	\$	\$	\$		
		OPERATING EXPENDITURE						
108920		Legal Expenses	7,436	10,000	31,041	15,000	50.0%	(51.7%)
101820		Subscriptions / Memberships (See Notes)	24,861	58,689	31,208	30,897	(47.4%)	(1.0%)
110820		Resource Sharing Subscriptions	8,218	14,966	15,694	26,116	74.5%	66.4%
110420		Public Relations / Communications	43,091	18,050	16,230	20,320	12.6%	25.2%
109520		Audit Fees	19,035	33,500	27,375	30,600	(8.7%)	11.8%
159120		Risk Management	19,012	10,348	13,366	11,000	6.3%	(17.7%)
109620		Professional Services & Fees	16,104	21,800	30,556	37,800	73.4%	23.7%
105020		Sundry Other Governance Expenses	9,148	10,000	5,159	5,000	(50.0%)	(3.1%)
137720		Salaries - Administration	0	0	0	151,552	-	-
158620		Superannuation - Administration	0	0	0	14,397	-	-
161220		Employee Insurance - Workers Compensation	0	0	0	6,062	-	-
101560		Admin Salaries Reallocated	22,379	33,581	21,258	34,832	3.7%	63.9%
102060		General Admin Costs Reallocated	11,589	13,195	11,240	20,985	59.0%	86.7%
190420		Governance Salaries & Superannuation	0	0	11,149	0	-	(100.0%)
188820		Administration Salaries - staged restructure initiatives	72,624	0	2,565	0	-	-
190020		Administration Salaries Directly Allocated	0	176,605	208,718	0	(100.0%)	(100.0%)
190120		Administration Superannuation Directly Allocated	1,024	9,462	14,576	0	-	-
101660		Admin Super Reallocated	2,244	3,698	2,131	0	(100.0%)	(100.0%)
101760		Admin Employee Costs Reallocated	7,947	19,718	26,162	0	(100.0%)	(100.0%)
101360		Computer Costs Reallocated	18,713	24,588	20,692	0	(100.0%)	(100.0%)
101960		Admin Building Costs Reallocated	3,521	4,663	3,907	0	(100.0%)	(100.0%)
120620		Asset Management	98,282	0	(3,289)	0	-	(100.0%)
101020		Professional Services (Specialist Services Component)	24,691	0	0	0	-	-
		Sub Total - Operations	409,919	462,863	495,356	404,561	(12.6%)	(18.3%)
		TOTAL OPERATING EXPENDITURE	409,919	462,863	495,356	404,561	(12.6%)	(18.3%)
		OPERATING INCOME						
103330		Contributions / Reimbursements	(1,882)	(1,850)	(1,250)	(850)	(54.1%)	(32.0%)
105830		Reimbursements	0	0	(355)	0	-	(100.0%)
109010		Reimbursements - Staff Telephone	(96)	0	0	(150)	-	-
109510		Reimbursements - Staff Uniform	90	(500)	0	(200)	(60.0%)	-
110450		Transfer from Reserve	0	0	(3,492)	(20,000)	-	472.7%
109210		Fees & Charges	(106)	(150)	(101)	(150)	-	47.9%
110410		Fees & Charges - GST Free	0	0	0	(150)	-	-
		Old Accounts - Historical Data						
106230		Reimbursements - Staff Uniform	(80)	0	(583)	0	-	(100.0%)
112830		Other Reimbursements	(433)	0	(252)	0	-	(100.0%)
		OPERATING INCOME	(2,507)	(2,500)	(6,034)	(21,500)	760.0%	256.3%

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 4 - GOVERNANCE	Detail	2020/21 Budget Estimate		
		OTHER GOVERNANCE OPERATING EXPENDITURE	\$	\$		
137720		Salaries - Administration	151,552	151,552		
158620		Superannuation - Administration	14,397	14,397		
161220		Employee Insurance - Workers Compensation	6,062	6,062		
108920		Legal Expenses Provision for Legal Expenses - Non Specific (Increase provision based on prior year)	15,000	15,000		
101820		Subscriptions / Memberships WA Local Govt Association (WALGA) - General Subscriptions WALGA Workplace Relations Service WALGA Tax Service (GST / FBT Advice) WALGA Governance Service WALGA Local Laws Service WALGA Procurement Consultancy Services WALGA Council Connect Website Services WALGA LG Maps Services Australia Day Council of WA Chamber of Commerce Minor miscellaneous subscriptions (Local Government Directories etc.)	10,346 6,107 1,790 540 630 2,550 5,709 2,200 450 100 475	30,897		
110820		Resource Sharing Subscriptions Bunbury Geograph Economic Alliance <input type="checkbox"/> <i>Membership will be contingent on upcoming AGM in November and the representation model. If membership is not renewed the budget allocation will be applied to local marketing initiatives</i> Bunbury Geographe Tourism Partnership Administering Council BWGC - contribution to offset admin costs Warren Blackwood Alliance of Councils	8,500 10,000 500 7,116	26,116		
110420		Public Relations / Communications Chamber of Commerce Directory Expenses and development of the Preston Press Newsletter Materials for Production of Annual Reports & Strategic Planning Docs Production of Shire Calendars & Photographic Competition (A4 size) Survey Monkey Subscription Mailchimp software (Newsletters) Messages on Hold Subscription	2,750 4,400 4,000 7,000 370 300 1,500	20,320		
109520		Audit Fees Including interim and final audit (including on-site attendance) Miscellaneous Audit Costs for additional services (eg. Grant acquittals) (e.g. Grant Acquittals including R4R and R2R etc.)	26,000 4,600	30,600		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 4 - GOVERNANCE	Detail	2020/21 Budget Estimate		
		OTHER GOVERNANCE OPERATING EXPENDITURE	\$	\$		
159120		Operations: Risk Management Contribution to Regional Risk Management Co-ordinator Scheme	11,000	11,000		
109620		Professional Services & Fees General provision for Native Title Claim costs Professional Services to assist Council with the annual CEO review Business Cases Development (Grant Funded) Provision for Specialist Services relating to the preparation of Grant Applications and/or Business Cases	800 7,000 20,000 10,000	37,800		
105020		Sundry Other Governance Expenses Provision to support unspecified projects	5,000	5,000		
101560		Administration Salaries Re-Allocated	34,832	34,832		
102060		General Administration Costs Reallocated	21,266	20,985		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 4 - GOVERNANCE	Detail	2020/21 Budget Estimate		
		OTHER GOVERNANCE				
		OPERATING INCOME				
103330		Contributions / Reimbursements				
		Donation from Bendigo Bank Donnybrook for prizes relating to Calendar Photographic competition and to offset production costs (subject to approval)	(850)	(850)		
		Donation from Bendigo Bank Donnybrook to assist with Volunteer Event (subject to approval)	0			
109010		Reimbursements - Staff Telephone				
		Reimbursements received from staff for telephone charges.	(150)	(150)		(150)
109510		Reimbursements - Staff Uniform				
		Reimbursements received from staff for additional uniforms purchased	(200)	(200)		(150)
110450		Transfer From Reserves				
		C/Fwd Expenditure Reserve - Business Case	0	(20,000)		0
109210		Fees & Charges				
		Photocopy, faxing, sale of publications, minutes	(150)	(150)		(150)
110410		Fees & Charges - GST Free				
		Photocopy, faxing, sale of publications, minutes	(150)	(150)		(150)
110510		Other Revenue				
		Minor sundry income	0	0		(150)

Account Number	Job/Plant Number	Schedule 4 - Governance Note	2018/19	2019/20		2020/2021	Variance	Variance
			Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		GENERAL ADMINISTRATION OPERATING EXPENDITURE	\$	\$	\$	\$		
		Building						
103620	Various	Shire Administration Centre and Chamber - Building Maintenance	70,430	93,262	78,136	73,919	(20.7%)	(5.4%)
110520		Insurance (now shown in Shire Office Maintenance)						
		Staff						
102720		Unattributed, Administration Salaries	589,498	695,280	452,625	814,570	17.2%	80.0%
102820		Unattributed, Administration Superannuation	61,415	76,563	72,821	90,625	18.4%	24.4%
102920		Employee Insurance - Workers Comp.	46,414	53,572	76,182	52,583	(1.8%)	(31.0%)
108820		Insurance Other	20,121	21,613	20,363	21,039	(2.7%)	3.3%
134520		Employee Health Assessment Costs	0	1,500	0	0	(100.0%)	-
104020		Uniform Allowance	5,656	7,500	4,970	6,855	(8.6%)	37.9%
102620		Training Conference Expenses	28,561	60,000	26,226	49,100	(18.2%)	87.2%
108620		Training Expenses - Accommodation	984	0	0	0	-	-
153420		Admin Training Refreshments	54	0	0	0	-	-
104320		Vehicle Running Costs	24,975	30,000	28,733	19,500	(35.0%)	(32.1%)
110720		Fringe Benefits Tax	22,457	38,500	31,626	23,775	(38.2%)	(24.8%)
155720		CEO Networking & Rewards Allowance	814	1,500	1,064	1,500	-	40.9%
155820		Staff Recruitment Costs	13,553	10,000	8,919	10,000	-	12.1%
151520		Other Employee Costs - Gratuity Payment etc.	621	0	0	0	-	-
157020		Occupational Safety & Health Program	721	3,000	642	1,250	(58.3%)	94.8%
161920		Admin Staff - Allowances	1,058	0	1,195	0	-	(100.0%)
135120		Employee Provisions	(61,540)	0	90,432	0	-	(100.0%)
		Other Administration Costs						
104520		Advertising	2,666	5,000	4,002	5,000	-	24.9%
104220		Bank Charges	318	0	670	0	-	(100.0%)
108520		Bank Charges (with GST)	17,118	20,000	14,126	17,000	(15.0%)	20.3%
105420		Postage and Freight	6,133	6,350	5,557	6,350	-	14.3%
103820		Printing and Stationery	15,319	15,300	14,689	15,800	3.3%	7.6%
105320		Telephone & Facsimile	16,755	17,000	22,265	18,500	8.8%	(16.9%)
103720		Other Office Expenses	5,162	5,200	4,815	20,200	288.5%	319.6%
105620		Office Equipment Maintenance	11,617	15,600	13,141	15,600	-	18.7%
103920		Computer Mtce Agreements	86,728	114,121	83,535	98,904	(13.3%)	18.4%
102500		Interest Expense - Lease Equipment	0	0	554	2,876	-	419.1%
110920		Subscriptions - Computer User Group	680	750	680	700	(6.7%)	2.9%
181820		IT Officer's Salary	106,615	127,409	142,201	0	(100.0%)	(100.0%)
186820		IT Officer's Superannuation	11,775	14,810	13,410	0	(100.0%)	(100.0%)
103420		Depreciation	51,786	51,407	33,315	36,344	(29.3%)	9.1%
103520		Computer Software Costs	24,944	40,000	14,767	48,500	21.3%	228.4%
		Sub Total - Operations	1,183,408	1,525,237	1,261,660	1,450,490	(4.9%)	15.0%

Account Number	Job/Plant Number	Schedule 4 - Governance Note	2018/19	2019/20		2020/2021	Variance	Variance
			Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
160220	Various	GENERAL ADMINISTRATION OPERATING EXPENDITURE	\$	\$	\$	\$		
		Asset Upgrade / Improvements Furniture and Equipment under Threshold	15,831	17,500	4,397	15,000	(14.3%)	241.1%
		Sub Total - Asset Upgrade	15,831	17,500	4,397	15,000	(14.3%)	241.1%
		TOTAL OPERATING EXPENDITURE	1,199,238	1,542,737	1,266,057	1,465,490	(5.0%)	15.8%
		Less Allocated to other functions	(1,147,452)	(1,491,330)	(1,232,742)	(1,465,490)	(1.7%)	18.9%
		TOTAL OPERATING EXPENDITURE UNALLOCATED	51,786	51,407	33,315	(0)	(100.0%)	(100.0%)

Account Number	Job/Plant Number	Schedule 4 - Governance Note	2018/19	2019/20		2020/2021	Variance	Variance
			Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		OTHER GOVERNANCE OPERATING INCOME	\$	\$	\$	\$		
		Reimbursements/Rebates						
106930		Contribution to LSL Admin	(52,687)	0	(1,920)	0		
105330		Sundry Income	(263)	0	0	0		
110350		Transfer from Reserve	0	0	(4,619)	0		
178630		Insurance Rebates	(42,018)	(23,139)	(30,071)	(61,812)	167.1%	105.6%
168010		P/L Sale of Assets	26,531	0	0	(622)	-	-
		Transfers from Reserves						
105930		Transfer from Employee leave and Gratuity Res.	(81,980)	0	0	0	-	-
		TOTAL OPERATING INCOME	(150,417)	(23,139)	(36,609)	(62,434)	169.8%	70.5%
		CAPITAL EXPENDITURE						
		Asset Renewal / Refurbishment						
105540		Plant and Equipment	93,570	0	0	0	-	-
105640	Various	Buildings	23,589	161,030	24,813	94,500	(41.3%)	280.8%
105840		Furniture and Equipment	0	30,000	0	38,000	26.7%	-
		Sub Total - Asset Renewal / Refurbishment	117,159	191,030	24,813	132,500	(30.6%)	434.0%
		New Assets						
105540		Plant and Equipment				31,220		
		Sub Total - New Assets				31,220		
		Financing						
114440		Principal Repayments - Leased Equipment	0	0	20,650	22,787	-	10.3%
		Sub Total - Financing	0	0	20,650	22,787	-	10.3%
		TOTAL CAPITAL EXPENDITURE	117,159	191,030	45,463	155,287	(18.7%)	241.6%
		CAPITAL INCOME						
105950		Proceeds Sale of Assets - Vehicles	(44,545)	0	0	(37,795)	-	-
109450		Proceeds Sale of Assets - Furniture and Equipment	0	0	(245)	0	-	(100.0%)
169550		Transfer from Plant Reserve	(49,024)	0	0	0	-	-
169450		Transfer from Building Reserve	(16,414)	(5,000)	0	(132,500)	2550.0%	-
106150		Transfer from Electronic Equipment Reserve	(7,175)	(30,000)	0	0	(100.0%)	-
106170		Transfer from Carried Forward Reserve	0	(35,689)	(5,000)	0	(100.0%)	(100.0%)
180750		Proceeds from Loan - AMP	0	(154,530)	0	0		
		TOTAL CAPITAL INCOME	(117,159)	(225,219)	(5,245)	(170,295)	(24.4%)	3146.5%

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 4 - GOVERNANCE	Detail	2020/21 Budget Estimate		
		GENERAL ADMINISTRATION OPERATING EXPENDITURE	\$	\$		
155720		CEO Networking & Staff Rewards CEO Networking (\$500)and Staff Rewards Allowance (\$1,000)	1,500	1,500		
155820		Staff Recruitment Costs Staff recruitment costs including pre-employment medicals, police clearances and advertising costs	10,000	10,000		
102620 Refer also 108620	153420	Training Conference Expenses - Administration Administration Staff Training Expenses Including Course Fees, Accommodation, Meals & Travelling	49,100	49,100		
110720		Fringe Benefits Tax FBT payable on Motor Vehicles, Telephone & Meals	23,775	23,775		
134520		Employee Health Assessment Costs Additional costs to support additional places for Health Assessments undertaken by "Health on the Move" (sponsored by LGIS) (Program runs every 3 years and includes Skin Cancer Screening)	0	0		
104320		Vehicle Running Costs - CEO's & EMCC Vehicle Expenses, (incl. Depreciation) CEO's Vehicle (DB5) Vehicle Expenses, (incl. Depreciation) - EMCC Vehicle (DB009)	10,000 9,500	19,500		
102920		Employee Insurance - Workers Compensation Insurance Adjustment for Previous Year (Provision) Workers Compensation Insurance	20,000 32,583	52,583		
108820		Insurance - Other Commercial Crime and Cyber Liability Public Liability & Professional Indemnity Insurance Management Liability Insurance 50%	5,057 9,196 6,786 0	21,039		
104020		Uniform Allowance Start-up Pack for 3 new employees @ \$560 Each Annual Uniform allowance - 13 staff @\$355ea	2,240 4,615	6,855		
104520		Advertising General Provision for Council Advertising (Incl Provision for Advertising on LG Net, Jobs, Tenders, Notices)	5,000	5,000		
110920		Subscriptions IT Vision Computer User Group membership fee	700	700		
105320		Telephone & Facsimile Telephone and facsimile rental and call charges	18,500	18,500		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 4 - GOVERNANCE	Detail	2020/21 Budget Estimate		
103620		GENERAL ADMINISTRATION OPERATING EXPENDITURE	\$	\$		
		Operations:				
		Shire Office Maintenance				
		B001 Cleaner Wages	12,431			
		B001 Cleaner Superannuation	1,182			
		B001 Workers Compensation Insurance (Cleaner)	497			
		B001 Public Liability Insurance	137			
		B001 Cleaning Materials	2,700			
		B001 Recycling and ESL Charges	900			
		B001 Electricity	15,000			
		B001 Water	3,400			
		B001 Plumbing	3,500			
		B001 Electrical	1,500			
		B001 Rubbish Removal	1,100			
		B001 Building and Contents Insurance	3,423			
		B001 APRA Licence	350			
		B001 Sanitary Service	250			
		B001 Termite Inspection / Treatment	250			
		B001 Service and maintain Air Conditioning units	3,000			
		B001 Maintenance of telephones and data transmission cabling	1,500			
	B001 Monitoring of Security System by ARM	800				
	B001 Service & Maintain Fire Control Equipment	750				
	B001 Miscellaneous Office Maintenance Expenses	3,049		55,719		
		Shire Administration Centre and Chamber Gardens				
	R100 Wages Mowing and Gardening (W)	16,500				
	R100 Plant Costs (W)	900				
	R100 Materials and Parts (W)	800		18,200		
108520 & 104220		Bank Charges				
		Charges on Council bank accounts, incl. EFTPOS, BPAY & BPOINT internet payments	17,000	17,000		
103920		Computer Mtce Agreements				
		Computer Hardware Maintenance	3,000			
		Lease of Dell Server Storage System	6,437			
		Lease of Dell DL4000 Offsite Backup & Recovery system	8,994			
		Lease of 2 x Dell Servers & 4 Switches	5,872			
		Data Warehouse Extraction System from IT Vision to Support New Reporting System Implementation	22,000			
		IT Vision Synergysoft & Universe Database Annual Licence Fees (24 Users) 1/7/19 to 30/6/2020	52,601	98,904		
103520		Computer Software Costs				
		Microsoft Licensing (as per WALGA Enterprise Agreement)	12,500			
		Provision to increase Desktop Licenses	6,500			
		XEN Server Software Maintenance	1,500			
		Anti-Virus software (ESET)	2,100			
		Email Archiving Software	2,100			
		Firewall Maintenance Agreement (Sophos)	1,400			
		IT System Improvement Projects	20,000			
		Miscellaneous Software requirements (Smartsheets)	2,400	48,500		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 4 - GOVERNANCE	Detail	2020/21 Budget Estimate		
		GENERAL ADMINISTRATION OPERATING EXPENDITURE	\$	\$		
102500		Interest Expense - Leased Equipment				
		Lease of 26 Dell Inspiron 15 Laptops	456			
		Lease of Multi Function Printer (Works Dept)	34			
		Lease of 15 Dell 5060 Desktop Computers	184			
		Lease of Fujitsu High Volume Scanner for Records	30			
		Lease of Printer/Copier for Main Office	549			
		Lease of Printer/Copier for Development Svcs	193			
		Lease of Cisco Catalyst Stacking Switches	1,430	2,876		
105620		Office Equipment Mtce				
		Lease of Xerox VC6680 Colour Photocopier	3,600			
		Photocopier Copy Cost Service (based on estimated usage)	12,000	15,600		
105420		Postage & Freight				
		General Postage & Freight	6,350	6,350		
103820		Printing & Stationery				
		Office Stationery and printing requirements	15,800	15,800		
103720		Other Office Expenses (A003)				
		Sundry Office Expenses (Destruction Bins, Bottled Water, Newspapers, Minor Items)	5,200			
		Revaluation of Assets - Property Plant and Equipment	15,000	20,200		
157020		Occupational Safety and Health Program				
		<i>Expenses will be allocated to various programs</i>				
		Vaccinations - Fluvax (approx \$20 per vaccine plus administering)	750			
		Maintenance of First Aid Kits	500			
		Week and catering during training, OSH Meetings etc.		1,250		
160220		Furniture and Equipment				
		Purchase of miscellaneous furniture and equipment under capitalisation threshold	15,000	15,000		
		Less General Administration Costs Reallocated to Programs:				
100360		Admin Employee Costs Reallocated	(957,778)			
100660		General Admin Costs Reallocated	(507,712)	(1,465,490)		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 4 - GOVERNANCE	Detail	2020/21 Budget Estimate		
		GENERAL ADMINISTRATION	\$	\$		
		OPERATING INCOME				
178630		Insurance Rebates				
		LGIS, Anticipated MV Scheme Contributions Credit	(41,812)			
		LGIS COVID19 19 Assistance Contribution	(20,000)	(61,812)		
		LGIS, Anticipated LGIS Dividend for 2019/20 - Nil				
168010		P/L Sale of Assets				
		DB15 Project Officer Vehicle	(622)	(622)		
		CAPITAL EXPENDITURE				
		Asset Renewal / Refurbishment:				
105640		Buildings - Administration				
	B108	Floor Coverings	25,500			
	B108	Front Counter - replace	14,280			
	B108	Front Door - Install Auto Door	20,400			
	B108	Kitchen - Replace Cupboards	8,160			
	B108	Improve Disability Access	26,160	94,500		
105840		Furniture & Equipment				
		Video Streaming Equipment (Council Chambers)	8,000			
		Provision to replace outdated Shire office telephone system (2019-20 Carryover Project)	30,000	38,000		
114440		Principal Repayments - Leased Equipment				
		Lease of 26 Dell Inspiron 15 Laptops	6,605			
		Lease of Multi Function Printer (Works Dept)	1,208			
		Lease of 15 Dell 5060 Desktop Computers	5,632			
		Lease of Fujitsu High Volume Scanner for Records	1,368			
		Lease of Printer/Copier for Main Office	1,995			
		Lease of Printer/Copier for Development Svcs	707			
		Lease of Cisco Catalyst Stacking Switches	5,272	22,787		
105540		Motor Vehicles				
		Replace DB15 - Project Planner Vehicle	31,220	31,220		
105950		CAPITAL INCOME				
		Sale of Plant - Vehicles				
			(37,795)	(37,795)		
169450		Transfer from Reserves				
		Transfer from Carried Forward Projects Reserve (Shire Office Improvements)	(94,500)			
		Transfer from IT Reserve (Video Streaming Equipment)	(8,000)			
		Transfer from Carried Forward Project Reserve (Telephone System)	(30,000)	(132,500)		

SCHEDULE 5 - LAW, ORDER AND PUBLIC SAFETY - PROGRAM SUMMARY

	2018/19	2019/20		2020/2021	Variance	Variance
	Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
OPERATING EXPENDITURE	\$	\$	\$	\$		
Fire Prevention - Operations	1,284,476	1,163,836	967,115	1,047,577	(10.0%)	8.3%
Fire Prevention - New Assets	0	1,000	0	1,000	-	-
Animal Control - Operations	163,480	218,975	211,462	229,290	4.7%	8.4%
Other Law, Order and Public Safety - Operations	86,889	92,773	80,459	95,202	2.6%	18.3%
TOTAL OPERATING EXPENDITURE	1,534,844	1,476,584	1,259,036	1,373,069	(7.0%)	9.1%
OPERATING INCOME						
Fire Prevention	(656,567)	(540,972)	(467,209)	(504,259)	(6.8%)	7.9%
Animal Control	(50,977)	(34,500)	(33,898)	(34,600)	0.3%	2.1%
Other Law, Order and Public Safety	(33,164)	(18,708)	(33,662)	(43,001)	129.9%	27.7%
TOTAL OPERATING INCOME	(740,708)	(594,180)	(534,769)	(581,860)	(2.1%)	8.8%
CAPITAL EXPENDITURE						
Fire Prevention - Asset Renewal / Refurbishment	0	547,900	0	0	(100.0%)	-
Fire Prevention - Asset Upgrade / Improvements	41,183	527,636	577,722	60,039	(88.6%)	(89.6%)
Fire Prevention - Financing	0	0	16,502	12,669	-	(23.2%)
Animal Control - Asset Renewal / Refurbishment	40,423	0	0	0	-	-
Animal Control - Asset Upgrade / Improvements	0	4,000	0	6,000	50.0%	-
Other Law Order - New Assets	1,592	0	0	5,202	-	-
TOTAL CAPITAL EXPENDITURE	83,199	1,079,536	594,224	83,910	(92.2%)	(85.9%)
CAPITAL INCOME						
Fire Prevention	(40,209)	(1,075,536)	(606,788)	(57,039)	(94.7%)	(90.6%)
Animal Control	(40,423)	0	0	(4,000)	-	-
Other Law, Order & Public Safety	0	(816)	0	(5,202)	537.5%	-
TOTAL CAPITAL INCOME	(80,632)	(1,076,352)	(606,788)	(66,241)	(93.8%)	(89.1%)
LAW ORDER & PUBLIC SAFETY - TOTAL EXP	1,618,043	2,556,120	1,853,260	1,456,979	(43.0%)	(21.4%)
LAW ORDER & PUBLIC SAFETY - TOTAL INCOME	(821,340)	(1,670,532)	(1,141,557)	(648,101)	(61.2%)	(43.2%)
	796,703	885,588	711,703	808,878	(8.7%)	13.7%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 5 - Law, Order & Public Safety	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		FIRE PREVENTION		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
		Operations							
106320	A001	Fire Control Expenses		123,904	44,470	39,859	44,491	0.0%	11.6%
111320		Community Emergency Services Manager - Salaries		105,532	97,908	102,834	98,236	0.3%	(4.5%)
164020		Community Emergency Services Manager - Superannuation		9,708	9,301	9,308	7,466	(19.7%)	(19.8%)
164120		Community Emergency Services Manager - Office Expenses		31,358	9,609	8,483	6,043	(37.1%)	(28.8%)
103200		Interest Expense - Leased Equipment		0	0	537	111	-	(79.4%)
169620	F001	Bush Fire Mitigation - SEMC		176,423	269,200	96,166	190,750	(29.1%)	98.4%
106820		Bush Fire Mitigation - Shire		6,510	20,000	17,455	10,000	(50.0%)	(42.7%)
168320		Employee Superannuation		4,255	2,266	5,187	0	(100.0%)	(100.0%)
135320		Employee Provisions		23,495	0	7,149	0	-	(100.0%)
106420		Bush Fire Insurance Funded by LGGS		28,350	49,308	31,980	33,150	(32.8%)	3.7%
151420	A014	Fire Control Expenses funded by LGGS		327,218	204,340	224,942	184,815	(9.6%)	(17.8%)
155920		Depreciation on Fire Vehicles		365,536	358,484	329,323	359,261	0.2%	9.1%
110620		Depreciation (FC)		32,455	32,456	30,346	33,104	2.0%	9.1%
168220		Depreciation (FP)		200	200	0	0	(100.0%)	-
106720	A006	Public Standpipes		7,524	12,000	17,283	14,000	16.7%	(19.0%)
122920		Bush Fire Buildings		5,863	0	0	0	-	-
102160		Admin Salaries Reallocated		9,425	14,967	8,953	41,311	176.0%	361.4%
102260		Admin Super Reallocated		947	1,648	899	0	(100.0%)	(100.0%)
102360		Admin Employee Costs Reallocated		3,974	9,859	13,081	0	(100.0%)	(100.0%)
102460		Computer Costs Reallocated		12,483	16,559	13,803	0	(100.0%)	(100.0%)
102560		Admin Building Costs Reallocated		3,521	4,663	3,907	0	(100.0%)	(100.0%)
102660		General Admin Costs Reallocated		5,795	6,598	5,620	24,839	276.5%	342.0%
		Sub Total - Operations		1,284,476	1,163,836	967,115	1,047,577	(10.0%)	8.3%
		New Assets							
135720		Minor Furniture & Equipment under Threshold		0	1,000	0	1,000	-	-
		Sub Total - New Assets		0	1,000	0	1,000	-	-
		TOTAL OPERATING EXPENDITURE		1,284,476	1,164,836	967,115	1,048,577	(10.0%)	8.4%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 5 - Law, Order & Public Safety	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		FIRE PREVENTION		\$	\$	\$	\$		
		OPERATING INCOME							
151230		Grants - VBFB ESL Operating Grant		(295,891)	(204,340)	(205,434)	(217,965)	6.7%	6.1%
169630		Grants - Bushfire Mitigation		(236,609)	(250,000)	(89,232)	(190,750)		
107730		Contributions		(700)	(1,000)	(1,571)	(1,000)	-	(36.3%)
107450		Reimbursements		(14,167)	(200)	(9,884)	(1,000)	400.0%	(89.9%)
159830		Reimbursements - DFES for CESM		(97,647)	(74,436)	(87,326)	(79,744)		
110110		Fee & Charges - ESL Commission		(4,000)	(4,000)	(4,000)	(4,000)	-	-
107030		Fees & Charges - Fines		(3,164)	(3,000)	(1,817)	(1,800)	(40.0%)	(0.9%)
107830		Fees & Charges - Sale of Standpipe Water		(4,390)	(3,996)	(13,390)	(8,000)	100.2%	(40.3%)
		Old Accounts - Historical Data							
160030		Tfr from Unspent Grants Reserve		0	0	(54,555)		-	(100.0%)
		TOTAL OPERATING INCOME		(656,567)	(540,972)	(467,209)	(504,259)	(6.8%)	7.9%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 5 - Law, Order & Public Safety	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		FIRE PREVENTION		\$	\$	\$	\$		
		CAPITAL EXPENDITURE							
		Asset Renewal / Refurbishment							
103540		Capital Equipment DFES/ESL funded		0	547,900	0	0	(100.0%)	-
		Sub Total - Asset Renewal / Refurbishment		0	547,900	0	0	(100.0%)	-
		Asset Upgrade / Improvements							
103840	Various	Capital Works - Bush Fire Buildings		41,183	527,636	577,722	60,039	(88.6%)	(89.6%)
		Sub Total - Asset Upgrade / Refurbishment		41,183	527,636	577,722	60,039	(88.6%)	(89.6%)
		Financing							
114340		Principal Repayments - Leased Equipment		0	0	16,502	12,669	-	(23.2%)
		Sub Total - Financing		0	0	16,502	12,669	0	
		TOTAL CAPITAL EXPENDITURE		41,183	1,075,536	594,224	72,708	(93.2%)	(87.8%)
		CAPITAL INCOME							
107650		Grants (Capital) - VBFB ESL Assets		(23,898)	(439,636)	(535,099)	(57,039)	(87.0%)	(89.3%)
103550		Grants (Capital) - VBFB DFES Provided Assets		0	(547,900)	0	0	(100.0%)	-
107750		Transfer from Reserve Fund		(16,311)	(88,000)	(71,689)	0	(100.0%)	(100.0%)
		TOTAL CAPITAL INCOME		(40,209)	(1,075,536)	(606,788)	(57,039)	(94.7%)	(90.6%)

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 5 - LAW, ORDER AND PUBLIC SAFETY	Detail	2020/21 Budget Estimate		
106320		FIRE PREVENTION OPERATING EXPENDITURE	\$	\$		
		Fire Control Expenses				
	A001	Training Costs for Volunteer Fire Fighters	500			
	A001	Allocation for TMPs for Roadside Burns	5,000			
	A001	Radio Maintenance / Servicing (Non DFES Funded)	2,000			
	A001	Firebreak Notice (Printing)	4,000			
	A001	Other Fire Control Expenses	1,780			
	A001	Administration Activity	17,000			
	A001	Service Medal Presentation Function	500			
	A001	Public Liability Insurance	741			
	A001	Firebreak Prosecutions (Legal Advice)	1,500			
	A001	Firebreak Inspections (Assistance)	1,000			
	A001	Fire Safety Signage	2,500			
	A001	Advertising - Fire Preparedness Banners	950			
	A001	Shire Firebreaks (W)	7,020			
				44,491		
111320		Community Emergency Services Manager (CESM) - Salaries				
		Community Emergency Services Manager, Salary (60% Funded by DFES)	87,046			
		Community Emergency Services Manager, DFES Availability / On-call Allowance (100% DFES)	11,190	98,236		
164020		Community Emergency Services Manager (CESM) - Superannuation				
		Community Emergency Services Manager, Superannuation (60% Funded by DFES)	7,466	7,466		
164120		Community Emergency Services Manager (CESM) - Office Expenses				
		Workers Compensation Insurance (60% Funded by DFES)	3,143			
		Training (60% Funded by DFES)	1,500			
		Miscellaneous Office Expenses (60% Funded by DFES)	1,400	6,043		
103200		Interest Expense - Leased Equipment				
		Lease of CESM Vehicle - Ford Ranger Utility (60% Funded by DFES)	111	111		
169620		Bush Fire Mitigation (DFES) 100% Funded by DFES				
	F001	Fire Mitigation Salaries	18,105			
	F001	Fire Mitigation Super	1,719			
	F001	Fire Mitigation Workers Compensation Insurance	723			
	F001	Bush Fire Mitigation works funded	170,203	190,750		
106820		Bush Fire Mitigation - Shire Funded				
	Various	Fire Mitigation of Shire Managed Reserves (as per Bush Fire Risk Management Plan)	10,000			
		Note: There is a requirement for the Shire to maintain Reserves upon which Bushfire Mitigation funding is provided.		10,000		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 5 - LAW, ORDER AND PUBLIC SAFETY	Detail	2020/21 Budget Estimate		
		FIRE PREVENTION OPERATING EXPENDITURE	\$	\$		
151420	A014 &	Fire Control Expenses (100% Funded by LGGS) <i>Various Brigade and Fire control expenses funded by LGGS</i>				
		Fire control equipment funded through LGGS (Item 9)	13,746			
		Bush Fire Brigade Vehicle Expenses (excluding insurance)	35,000			
		Insurance on Bush Fire Brigade Vehicles	42,000			
		General Operating Expenses	92,472			
		Insurance on Bush Fire Brigade Property - LGGS	1,597	184,815		
106420		Insurance Bushfire Fire Insurance Premiums As Per LGIS Schedule (100% funded by LGGS)	33,150	33,150		
106720	A006	Public Standpipes Water consumption and maintenance of Public Standpipes (includes \$2,500 provision for maintenance)	14,000	14,000		
102160		Administration Salaries Allocated	41,311	41,311		
102660		General Administration Costs Reallocated	25,154	24,839		
135720		Furniture and Equipment Minor furniture and equipment under capitalisation threshold	1,000	1,000		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 5 - LAW, ORDER AND PUBLIC SAFETY	Detail	2020/21 Budget Estimate		
		FIRE PREVENTION	\$	\$		
		OPERATING INCOME				
151230		Grants - VFBF ESL Operating Grant LGGS operational funding received from DFES (approved) Specific Items LGGS (item 9 subject to DFES approval) - yet to be advised (Note: 1st quarter grant payment received in June 2019)	(204,219) (13,746)	(217,965)		
169630		Grants - Bushfire Mitigation Bushfire Mitigation Activity Fund (funds job F001)	(190,750)	(190,750)		
107730		Contributions Estimated Contributions from developers	(1,000)	(1,000)		
107450		Reimbursements Miscellaneous reimbursements relating to fire control	(1,000)	(1,000)		
159830		Reimbursements - DFES for CESM 60% Contributions toward the cost of CESM position	(79,744)	(79,744)		
110110		Fees & Charges - ESL Commission Emergency Services Levy Commission Payment	(4,000)	(4,000)		
107030		Fees & Charges - Fines Bushfire Infringement Fines & Penalties	(1,800)	(1,800)		
107830		Fees & Charges - Sale of Standpipe Water Charges levied to private contractors for water usage	(8,000)	(8,000)		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 5 - LAW, ORDER AND PUBLIC SAFETY	Detail	2020/21 Budget Estimate		
		FIRE PREVENTION	\$	\$		
		CAPITAL EXPENDITURE				
		Asset Renewal / Refurbishment:				
103540		Fire Control Equipment (DFES Funded) Capital Equipment will be funded direct by DFES through the LGGS Capital Grants Scheme.				
		Asset Upgrade / Improvements:				
103840		Capital Works - Bush Fire Buildings DFES Funded projects - approved LGGS Capital Projects				
	B141	Beelerup BFB - Finalisation	12,117			
	B176	Ferndale BFB -Building Internal Modifications	47,922			
				60,039		
107440		Furniture & Equipment - No major furniture and equipment acquisitions proposed (refer account 135720)				
		Financing:				
114340		Principal Repayments - Leased Equipment Lease of CESM Vehicle - Ford Ranger Utility (60% Funded)	12,669	12,669		
		CAPITAL INCOME				
107650		Grants (Capital) - VBFB ESL Assets Capital Value of Buildings or improvements funded through LGGS	(57,039)	(57,039)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 5 - Law, Order & Public Safety	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		ANIMAL CONTROL		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
107720	A002	Salaries (Animal Control)		76,869	132,026	114,510	121,967	(7.6%)	6.5%
107820		Superannuation		3,852	12,543	4,978	11,587	(7.6%)	132.7%
140320		Allowances		3,846		508		-	(100.0%)
107620		Animal Control - Training Expenses		3,605	1,000	1,435	2,000	100.0%	39.4%
107920		Vehicle Expenses - Ranger		6,360	6,000	13,039	15,000	150.0%	15.0%
108120		Protective Clothing - Ranger		800	1,200	989	1,200	-	21.4%
108320		Depreciation		1,547	1,547	1,419	1,548	0.1%	9.1%
108020		General Expenses		17,113	12,739	22,330	11,611	(8.9%)	(48.0%)
108220		Staff Telephone Allowance		495	1,950	1,701	1,950	-	14.6%
135220		Employee Provisions and Other Costs		(3,379)	0	8,427	0	-	(100.0%)
103220		Boyup Brook Ranger Service		19,557	0	0	0	-	-
102760		Admin Salaries Reallocated		12,084	18,755	11,479	40,426	115.5%	252.2%
102860		Admin Super Reallocated		1,211	2,065	1,150	0	(100.0%)	(100.0%)
102960		Admin Employee Costs Reallocated		3,974	9,859	13,081	0	(100.0%)	(100.0%)
103060		Computer Costs Reallocated		6,230	8,030	6,889	0	(100.0%)	(100.0%)
103160		Admin Building Costs Reallocated		3,521	4,663	3,907	0	(100.0%)	(100.0%)
103260		General Admin Costs Reallocated		5,795	6,598	5,620	22,001	233.4%	291.5%
		Sub Total - Operations		163,480	218,975	211,462	229,290	4.7%	8.4%
		TOTAL OPERATING EXPENDITURE		163,480	218,975	211,462	229,290	4.7%	8.4%
		OPERATING INCOME							
108730		Fees & Charges - Animal Facility Licensing		(1,385)	(1,500)	(816)	(1,000)	(33.3%)	22.6%
108430		Fees & Charges - Fines		(2,703)	(3,000)	(1,203)	(2,500)	(16.7%)	107.9%
108330		Fees & Charges - Dog Registrations		(24,507)	(24,000)	(25,039)	(25,000)	4.2%	(0.2%)
111930		Fees & Charges - Cat Registrations		(3,119)	(3,000)	(3,029)	(3,100)	3.3%	2.4%
108930		Fees & Charges - Animal Impounding		(2,035)	(2,000)	(2,950)	(3,000)	50.0%	1.7%
115030		Fees & Charges - Sundry		0	0	0	0	-	-
		Old Accounts - Historical Data							
108630		Reimbursements		(16,763)	0	0	0	-	-
108530		Sustenance Fees for Impounded Dogs		(465)	(1,000)	(862)	0	(100.0%)	(100.0%)
125330		Transfer from Employee Leave Reserve		0	0	0	0	-	-
		TOTAL OPERATING INCOME		(50,977)	(34,500)	(33,898)	(34,600)	0.3%	2.1%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 5 - Law, Order & Public Safety	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		ANIMAL CONTROL		\$	\$	\$	\$		
		CAPITAL EXPENDITURE							
108840		Asset Renewal / Refurbishment							
		Ranger Vehicle		40,423	0	0	0	-	-
		Sub Total - Asset Renewal		40,423	0	0	0	-	-
107940		Asset Upgrade / Improvements:		0		0			
		Buildings (Pound Facilities)		0	4,000	0	6,000	50.0%	-
		Sub Total - Asset Upgrade		0	4,000	0	6,000	50.0%	-
		TOTAL CAPITAL EXPENDITURE		40,423	4,000	0	6,000	50.0%	-
		CAPITAL INCOME							
108950		Trade in - Ranger Vehicle		(16,364)	0	0	0	-	-
108850		Transfer from Reserve		(24,060)	0	0	(4,000)	-	-
		TOTAL CAPITAL INCOME		(40,423)	0	0	(4,000)	-	-

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 5 - LAW, ORDER AND PUBLIC SAFETY	Detail	2020/21 Budget Estimate		
		ANIMAL CONTROL OPERATING EXPENDITURE	\$	\$		
107720	A002	Salaries (Animal Control)				
	A002	Senior Ranger Salaries	76,482			
	A002	Ranger Salaries	45,485			
				121,967		
107620		Animal Control Training Expenses				
		General Training	2,000	2,000		
107820		Superannuation (AC)				
		Superannuation - Senior Ranger	7,266			
		Superannuation - Ranger	4,321			
				11,587		
107920		Vehicle Expense - Ranger				
		Vehicle Running Costs - Rangers Utility (Including Fixed Asset Depreciation \$3,000)	10,000	15,000		
108020		General Expenses (AC)				
		Workers Compensation	4,878			
		Public Liability	699			
		Animal Registration Tags	1,500			
		General Advertising	480			
		Building Insurance (Dog Pound)	54			
		Animal Euthanasia Costs	1,000			
		Animal Control Equipment	2,000			
		Miscellaneous Costs	1,000			
				11,611		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 5 - LAW, ORDER AND PUBLIC SAFETY	Detail	2020/21 Budget Estimate		
		ANIMAL CONTROL OPERATING EXPENDITURE	\$	\$		
		Operations:				
108120		Protective Clothing - Ranger Provision for Protective clothing including, Safety vests, boots hats Includes Uniform allowance of \$350 pa for two employees	500 700	1,200		
108220		Staff Telephone Allowance Mobile Phone costs for Rangers	1,950	1,950		
102760		Administration Salaries Allocated	40,426	40,426		
103260		General Administration Costs Reallocated	22,317	22,001		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 5 - LAW, ORDER AND PUBLIC SAFETY	Detail	2020/21 Budget Estimate		
		ANIMAL CONTROL	\$	\$		
		OPERATING INCOME				
108730		Fees & Charges - Animal Facility Licensing Applications for Approval	(1,000)	(1,000)		
108430		Fees & Charges - Fines Animal Control Fines & Penalties	(2,500)	(2,500)		
108330		Dog Registration Fees Annual Dog Registration Fees	(25,000)	(25,000)		
111930		Cat Registration Fees Registration Fees for Cats	(3,100)	(3,100)		
108930		Dog & Cat Pick-Up / Impounding Fees Charges for Impounding of Dogs and Cats Charges for providing sustenance to impounded dogs & cats	(2,000) (1,000)	(3,000)		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 5 - LAW, ORDER AND PUBLIC SAFETY	Detail	2020/21 Budget Estimate		
		ANIMAL CONTROL	\$	\$		
		CAPITAL EXPENDITURE				
		Asset Upgrade / Improvements:				
107940		Buildings (Pound Facilities) Seal Pound Floor for Disease control	6,000	6,000		
108850		Transfer from Reserve Carried Forward Projects Reserve - Pound Improvements	(4,000)	(4,000)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 5 - Law, Order & Public Safety	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		OTHER LAW ORDER AND PUBLIC SAFETY		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
109220	A005	Donnybrook SES - ESL Allocation		29,959	35,665	31,747	23,721	(33.5%)	(25.3%)
156020		Depreciation on SES Plant		17,040	17,040	14,905	16,260	(4.6%)	9.1%
111520	M032	Emergency Response, DFES, SES etc		1,551	5,160	4,315	5,160	-	19.6%
151920		LEMC Operating Expenses		160	1,000	556	1,000	-	79.8%
109020		Salaries OLO & PS		6,893	0	4,209	0	-	(100.0%)
153920		Crime Prevention Strategies		5,392	5,000	80	5,000	-	6128.2%
157420		Community Road Safety		315	2,400	0	1,000	(58.3%)	-
109120		Depreciation (Other Law & Oder)		24,752	26,316	19,859	21,664	(17.7%)	9.1%
111420		Aware Programme - Emergency Mgmt		0	0	3,220	4,280	-	32.9%
157720		Building Expenses (Ex SES Building)		810	192	886	270	40.6%	(69.5%)
184520		Adverse Events Plan		0	0	0	15,000	-	-
168620		Administration Salaries Reallocated		0	0	0	1,254	-	-
168720		General Administration Costs Reallocated		0	0	0	593	-	-
		Sub Total - Operations		86,889	92,773	80,459	95,202	2.6%	18.3%
		TOTAL OPERATING EXPENDITURE		86,889	92,773	80,459	95,202	2.6%	18.3%
		OPERATING INCOME							
111630		Grants - SES ESL Operating Grant		(25,578)	(18,708)	(19,701)	(23,721)	26.8%	20.4%
160130		Transfer from Reserve		0	0	(13,961)	(4,280)	-	(69.3%)
113030		Government Grants		(7,500)	0	0	(15,000)	-	-
		Old Accounts - Historical Data							
109530		Fines and Penalties		(86)	0	0	0	-	-
		TOTAL OPERATING INCOME		(33,164)	(18,708)	(33,662)	(43,001)	129.9%	27.7%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 5 - Law, Order & Public Safety	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		OTHER LAW ORDER AND PUBLIC SAFETY		\$	\$	\$	\$		
		CAPITAL EXPENDITURE							
		New Assets							
170040	B177	Buildings		0	0	0	5,202		
112240		Infrastructure Other		1,592	0	0	0	-	-
		Sub Total - New Assets		1,592	0	0	5,202	-	-
		TOTAL CAPITAL EXPENDITURE		1,592	0	0	5,202	-	-
		CAPITAL INCOME							
106350		Government Grants - Emergency Management		0	0	0	(5,202)	-	-
103950		Transfer from Building Reserve		0	(816)	0	0	(100.0%)	-
		TOTAL CAPITAL INCOME		0	(816)	0	(5,202)	537.5%	-

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 5 - LAW, ORDER AND PUBLIC SAFETY	Detail	2020/21 Budget Estimate		
		OTHER LAW, ORDER AND PUBLIC SAFETY OPERATING EXPENDITURE	\$	\$		
		Operations:				
109220		Donnybrook SES (Operating expenses 100% funded by DFES)				
	A005	Building Insurance	1,000			
	A005	Motor Vehicle Insurance	1,897			
	A005	Specialised Equipment	4,211			
	A005	General expenses	2,300			
	A005	Donnybrook (LGGS Funded)	14,313	23,721		
111520		Emergency Response (W)				
	M032	Emergency response by Council staff (DFES, SES etc.) (Non declared events)	5,160	5,160		
151920		LEMC Operating Expenses				
		Meeting/Exercise Expenses	1,000	1,000		
111420		Aware Program				
		Emergency Management	4,280	4,280		
153920		Crime Prevention Strategies (W)				
		CCTV maintenance	5,000	5,000		
157420		Community Road Safety				
		Community Road Safety Initiatives	500			
		Road Safety Committee Incidental Expenses	500	1,000		
157720		Building Expenses (Ex SES Building)				
		Insurance on Disused SES Building, Bentley Street, Donnybrook	270	270		
184520		Adverse Events Plan				
		Drought Funding Project	15,000	15,000		
168620		Administration Salaries Allocated	1,254	1,254		
168720		General Administration Costs Reallocated	596	593		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 5 - LAW, ORDER AND PUBLIC SAFETY	Detail	2020/21 Budget Estimate		
		OTHER LAW, ORDER AND PUBLIC SAFETY OPERATING INCOME	\$	\$		
111630		Emergency Services Levy - Grant Allocation Operational funding received from DFES for SES (approved) Specific Items LGGS (item 9 subject to DFES approval) (Note: 1st quarter grant payment received in June 2019)	(19,510) (4,211)	(23,721)		
113030		Government Grants Drought Funding Grant - Adverse Event Plan	(15,000)	(15,000)		
160130		Transfer from Reserve Transfer from C/Forward Projects Reserve - Aware Funding	(4,280)	(4,280)		
BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 5 - LAW, ORDER AND PUBLIC SAFETY	Detail	2020/21 Budget Estimate		
		OTHER LAW, ORDER AND PUBLIC SAFETY CAPITAL EXPENDITURE	\$	\$		
170040	B177	Buildings SES Depot Donnybrook	5,202	5,202		
106350		CAPITAL INCOME Government Grants DFES Funding - SES Depot Donnybrook	(5,202)	(5,202)		

SCHEDULE 7 - HEALTH - PROGRAM SUMMARY						
	2018/19	2019/20		2020/2021	Variance	Variance
	Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
OPERATING EXPENDITURE	\$	\$	\$	\$		
Administration & Inspection - Operations	109,397	128,286	126,263	175,036	36.4%	38.6%
Other Health - Operations	86,812	109,559	103,159	88,671	(19.1%)	(14.0%)
Other Health - Maintenance	0	0	0	0	-	-
TOTAL OPERATING EXPENDITURE	196,209	237,845	229,422	263,707	10.9%	14.9%
OPERATING INCOME						
Administration & Inspection Income	(19,477)	(27,050)	(33,902)	(22,590)	(16.5%)	(33.4%)
Other Health Income	(119,497)	(136,078)	(125,758)	(150,423)	10.5%	19.6%
TOTAL OPERATING INCOME	(138,973)	(163,128)	(159,659)	(173,013)	6.1%	8.4%
CAPITAL EXPENDITURE						
Administration & Inspection - Renewal	26,016	0	0	0	-	-
Administration & Inspection - Upgrade	0	900	0	0	(100.0%)	-
Other Health - Financing	10,423	11,040	11,040	11,693	5.9%	5.9%
TOTAL CAPITAL EXPENDITURE	36,440	11,940	11,040	11,693	(2.1%)	5.9%
CAPITAL INCOME						
Administration & Inspection Income	(26,016)	0	0	0	-	-
Other Health Income	0	0	0	0	-	-
TOTAL CAPITAL INCOME	(26,016)	0	0	0	-	-
HEALTH - TOTAL EXPENDITURE	232,648	249,785	240,462	275,400	10.3%	14.5%
HEALTH - TOTAL INCOME	(164,989)	(163,128)	(159,659)	(173,013)	6.1%	8.4%
	67,659	86,657	80,803	102,387	18.2%	26.7%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 7 - Health	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		PREVENTATIVE SERVICES - HEALTH		\$	\$	\$	\$		
		ADMINISTRATION AND INSPECTION							
		OPERATING EXPENDITURE							
112620		Salaries		63,439	47,657	62,932	84,871	78.1%	34.9%
112720		Superannuation		6,836	4,527	4,574	8,347	84.4%	82.5%
161820		Employee Insurance - Workers Compensation		0	0	0	3,395	-	-
134920		Other Employee Costs		0	8,000	0	8,000	-	-
113120		Vehicle Expenses		10,997	9,500	11,437	12,742	34.1%	11.4%
113220		Sundry Health Expenditure		5,399	13,252	4,946	6,261	(52.8%)	26.6%
113320		Legal Expenses		0	1,000	0	1,000	-	-
120820		Analytical Expenses		1,705	2,000	1,483	2,000	-	34.8%
120920		Health Sampling Equipment		0	1,000	208	1,000	-	380.4%
104260		Admin Salaries Reallocated		6,670	10,990	6,336	34,417	213.2%	443.2%
104760		General Admin Costs Reallocated		5,795	6,598	5,620	11,003	66.8%	95.8%
113520		Employee Provisions		(8,416)	0	3,703	0	-	(100.0%)
113020		Conference & Training		2,577	0	0	2,000	-	-
104360		Admin Super Reallocated		670	1,210	636	0	(100.0%)	(100.0%)
104460		Admin Employee Costs Reallocated		3,974	9,859	13,081	0	(100.0%)	(100.0%)
104560		Computer Costs Reallocated		6,230	8,030	6,889	0	(100.0%)	(100.0%)
104660		Admin Building Costs Reallocated		3,521	4,663	3,907	0	(100.0%)	(100.0%)
		Sub Total - Operations		109,397	128,286	126,263	175,036	36.4%	38.6%
		TOTAL OPERATING EXPENDITURE		109,397	128,286	126,263	175,036	36.4%	38.6%
		OPERATING INCOME							
112630		Reimbursements		0	(100)	0	(100)	-	-
114630		Contribution - Employees		(864)	(1,300)	(1,091)	(1,190)	(8.5%)	9.1%
113430		Fees & Charges - GST Free - Licensing / Inspections		(3,480)	(5,500)	(3,660)	(20,800)	278.2%	468.3%
114430		Fees & Charges - Fines		0	(500)	(227)	(500)	-	120.0%
114530		Contribution to Lease			0	(11,162)	0	-	(100.0%)
		Old Accounts - Historical Data							
112730		Septic Tank Application Fees		(4,366)	(6,000)	(4,484)	0	(100.0%)	(100.0%)
103430		Septic Tank Permit to Use Fees		(4,012)	(6,000)	(4,248)	0	(100.0%)	(100.0%)
114730		Water Sampling Charges		0	(150)	(318)	0	(100.0%)	(100.0%)
178830		Food Act Registration and Assessment Fees		(6,755)	(7,500)	(8,712)	0	(100.0%)	(100.0%)
		TOTAL OPERATING INCOME		(19,477)	(27,050)	(33,902)	(22,590)	(16.5%)	(33.4%)

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 7 - Health	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		PREVENTATIVE SERVICES - HEALTH ADMINISTRATION AND INSPECTION		\$	\$	\$	\$		
		CAPITAL EXPENDITURE							
		Asset Renewal / Refurbishment							
114540		Purchase Motor Vehicle		26,016	0	0	0	-	-
		Sub Total - Asset Renewal / Refurbishment		26,016	0	0	0	-	-
		Asset Upgrade / Improvements							
114640		Furniture & Equipment - Health		0	900	0	0	(100.0%)	-
		Sub Total - Asset Upgrade / Refurbishment		0	900	0	0	(100.0%)	-
		TOTAL CAPITAL EXPENDITURE		26,016	900	0	0	(100.0%)	-
		CAPITAL INCOME							
114750		Trade-in Motor Vehicle		(11,364)	0	0	0	-	-
114850		Transfer from Plant Reserve		(14,653)	0	0	0	-	-
		TOTAL CAPITAL INCOME		(26,016)	0	0	0	-	-

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 7 - HEALTH	Detail	2020/21 Budget Estimate		
		HEALTH INSPECTION AND ADMINISTRATION OPERATING EXPENDITURE	\$	\$		
112620		Salaries - Health				
		Exec. Manager Operations Salary Allocated	9,448			
		Principal Environmental Health Officer Salary Allocated	65,976			
		Development Services PA Salary Allocated	9,447	84,871		
112720		Superannuation - Health				
		Exec. Manager Operations Superannuation Allocated	1,181			
		Principal Environmental Health Officer Superannuation Allocated	6,268			
		Development Services PA Superannuation Allocated	898	8,347		
161820		Employee Insurance - Workers Compensation				
		Exec. Manager Operations Superannuation Allocated	378			
		Principal Environmental Health Officer Superannuation Allocated	2,639			
		Development Services PA Superannuation Allocated	378	3,395		
134920		Other Employee Costs	8,000	8,000		
		Provision to employ relief Environmental Health Officer				
113020		Staff Training and Conference Expenses	2,000	2,000		
113120		Vehicle Expenses - Health				
		Vehicle Expenses - 25% EMO (Incl. Deprec \$2,000)	3,150			
		Vehicle Expenses - 50% EHO's Vehicle (Incl. Deprec \$500)	4,750			
		Fringe Benefits Taxation on EMO Vehicle 33%	2,867			
		Fringe Benefits Taxation on EHO's Vehicle 50%	1,975	12,742		
113320		Legal Expenses				
		Legal consultancy relating to Health Act Prosecutions etc	1,000	1,000		
120820		Analytical Expenses				
		LHACC food sampling/analytical services	2,000	2,000		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 7 - HEALTH	Detail	2020/21 Budget Estimate		
		HEALTH INSPECTION AND ADMINISTRATION OPERATING EXPENDITURE	\$	\$		
113220		Sundry Health Expenses				
		Public Liability Insurance	501			
		Uniform allowance 1 @\$360 pa	360			
		Protective Clothing (as required)	500			
		Telephone Allowance (PEHO)	600			
		Subscriptions, Publications And Act Amendments	500			
		On-line interactive food training program - subscription	300			
		Other Health Control Expenses incl Advertising	500			
		General Expenses	3,000	6,261		
120920		Health Sampling Equipment				
		General provision for health sampling equipment	500			
		General provision for furniture and equipment under capital threshold	500	1,000		
104260		Administration Salaries Allocated	34,417	34,417		
104760		General Administration Costs Reallocated	11,118	11,003		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 7 - HEALTH	Detail	2020/21 Budget Estimate		
		HEALTH INSPECTION AND ADMINISTRATION OPERATING INCOME	\$	\$		
112630		Reimbursements				
		Miscellaneous Health Reimbursements (incl. Liquor Permit App Fee)	(100)	(100)		
114630		Contributions - Employees				
		Employee contribution to vehicle costs	(1,190)	(1,190)		
113430		Fees & Charges - GST Free - Licensing / Inspections				
		Vendor & Hawkers Licence fees	(3,000)			
		Septic Tank Application Fees	(4,500)			
		Septic Tank Approval to Use Apparatus	(4,000)			
		Water Sampling Charges	(300)			
		Food Act registration and assessment fees	(9,000)	(20,800)		
114430		Fees & Charges - Fines				
		Anticipated Fines relating to Health Act Prosecutions	(500)	(500)		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 7 - HEALTH	Detail	2020/21 Budget Estimate		
		HEALTH INSPECTION AND ADMINISTRATION	\$	\$		
		CAPITAL EXPENDITURE				
		Asset Upgrade / Improvements:				
114640		Furniture and Equipment	0	0		
		Asset Renewal:				
114540		Purchase Motor Vehicle	0	0		
		CAPITAL INCOME				
114750		Trade-in Motor Vehicle	0	0		
114850		Transfer from Plant Reserve	0	0		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 7 - Health	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
				\$	\$	\$	\$		
		HEALTH - OTHER HEALTH							
		OPERATING EXPENDITURE							
115920	B072	Medical & Pathology Centre Maintenance - Bentley Street		30,285	41,342	47,901	18,569	(55.1%)	(61.2%)
116020	B005	Dental Surgery Maintenance		8,277	13,435	10,999	21,903	63.0%	99.1%
116120		Interest on Loans		4,876	4,321	3,895	3,668	(15.1%)	(5.8%)
115120		Bank Charges - Loans		316	461	844	530	15.0%	(37.2%)
116220		Depreciation (Med/Dent)		43,058	45,000	39,519	43,112	(4.2%)	9.1%
115720		General Administration Allocated		0	5,000	0	0	(100.0%)	-
168820		Administration Employee Costs Reallocated		0	0	0	625		
168920		General Administration Costs Reallocated		0	0	0	264		
		Sub Total Operations		86,812	109,559	103,159	88,671	(19.1%)	(14.0%)
		TOTAL OPERATING EXPENDITURE		86,812	109,559	103,159	88,671	(19.1%)	(14.0%)
		OPERATING INCOME							
115930		Government Grants		0	(1,000)	0	0	(100.0%)	-
110810		Reimbursements		0	0	0	(21,850)	-	-
110910		Fees & Charges - Property Leases		0	0	0	(128,573)	-	-
		Old Accounts - Historical Data							
116030		Medical Centre Rental - Bentley Street		(27,228)	(35,000)	(31,818)	0	(100.0%)	(100.0%)
140330		Reimbursements - Utility Costs (Doctor)		(6,985)	(6,890)	(8,492)	0	(100.0%)	(100.0%)
177330		Pathology Centre Rental - Bentley Street		(33,622)	(37,390)	(33,992)	0	(100.0%)	(100.0%)
159430		Pathology Centre Outgoings - Bentley Street		(727)	(800)	(912)	0	(100.0%)	(100.0%)
116130		Dental Surgery Rental		(46,771)	(51,828)	(47,483)	0	(100.0%)	(100.0%)
140430		Reimbursements - Utility Costs (Dentist)		(4,165)	(3,170)	(3,061)	0	(100.0%)	(100.0%)
		TOTAL OPERATING INCOME		(119,497)	(136,078)	(125,758)	(150,423)	10.5%	19.6%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 7 - Health	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		OTHER HEALTH CAPITAL EXPENDITURE		\$	\$	\$	\$		
116040		Asset Renewal		0	0	0	0	-	-
		Sub Total - Asset Renewal		0	0	0	0	-	-
106740		New Assets		0	0	0	0	-	-
		Sub Total - New Assets		0	0	0	0	-	-
115840		Financing							
		Loan Principal Repayment		10,423	11,040	11,040	11,693	5.9%	5.9%
		Sub Total - Financing		10,423	11,040	11,040	11,693	5.9%	5.9%
		TOTAL CAPITAL EXPENDITURE		10,423	11,040	11,040	11,693	5.9%	5.9%
107250		CAPITAL INCOME							
		Grants (Capital) - Assets		0	0	0	0		
		TOTAL CAPITAL INCOME		0	0	0	0	-	-

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 7 - HEALTH	Detail	2020/21 Budget Estimate		
		OTHER HEALTH OPERATING EXPENDITURE	\$	\$		
115920		Medical & Pathology Centre Bentley Street				
	B072	Building Insurance	1,773			
	B072	Minor Building Maintenance (non recoupable)	1,000			
	B072	Water Rates	750			
	B072	Sewerage Rates	500			
	B072	Electricity	6,300			
	B072	Parks Crew Gardening (W)	5,196			
	B072	Audit of Roof Anchor System	800			
	B072	Miscellaneous Building Maintenance (Plumbing, Electrical etc.)	2,000			
	B072	Annual Gutter Cleaning	250	18,569		
116020		Dental Surgery Maintenance				
	B005	Parks Crew Gardening (W)	2,214			
	B005	Building Insurance	1,419			
	B005	Minor Building Maintenance (non recoupable)	1,000			
	B005	Shire Rates	1,000			
	B005	Water Rates	720			
	B005	Sewerage Rates	1,850			
	B005	Legal Fees for New Lease (50% reimbursed)	3,500			
	B005	Repairs to Damage (Insurance)	7,700			
	B005	Miscellaneous Building Maintenance (Plumbing, Electrical etc.)	2,250			
	B005	Annual Gutter Cleaning	250	21,903		
116120		Interest on Loans				
		Interest Repayments on Loan 74 - Dental Surgery	3,668	3,668		
115120		Bank Charges - Loans				
		Treasury Loan Guarantee Fee @ 0.7% Dental Surgery Loan	530	530		
168820		Administration Employee Costs Reallocated	625	625		
168920		General Administration Costs Reallocated	267	264		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 7 - HEALTH	Detail	2020/21 Budget Estimate		
		OTHER HEALTH	\$	\$		
		OPERATING INCOME				
110810		Reimbursements				
		Bentley Street Medical Centre (Outgoings)	(8,400)			
		Bentley Street Pathology Centre (Outgoings)	(900)			
		Dental Surgery (Damage Insurance Claim)	(7,700)			
		Dental Surgery (Outgoing including legal fees on new lease)	(4,850)	(21,850)		
110910		Fees & Charges - Property Leases				
		Donnybrook Medical Surgery				
		Annual Rental received from Donnybrook Medical Surgery	(36,363)			
110910		Clinipath Pathology				
		Annual Rental received from Pathology Service for rental of portion of new Medical Centre	(35,000)			
110910		BUPA Dental				
		<i>Existing Leased area</i>				
		Annual Rental received from Donnybrook Dental Surgery	(57,210)			
				(128,573)		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 7 - HEALTH	Detail	2020/21 Budget Estimate		
		OTHER HEALTH	\$	\$		
		CAPITAL EXPENDITURE				
115840		Loan Principal Repayment Loan Principal Repayments Loan 74 Dental Surgery	11,693	11,693		
		CAPITAL INCOME				
107250		Grants (Capital) - Assets	-	-		

SCHEDULE 8 - EDUCATION AND WELFARE - PROGRAM SUMMARY						
	2018/19	2019/20		2020/2021	Variance	Variance
	Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
OPERATING EXPENDITURE	\$	\$	\$	\$		
Care of Families and Children - Operations	28,633	37,398	38,511	13,607	(63.6%)	(64.7%)
Preston Village Operations	129,939	141,532	135,210	150,505	6.3%	11.3%
Tuia Lodge - Operations	4,062,257	3,826,450	3,953,984	3,825,039	(0.0%)	(3.3%)
Other Welfare Aged Housing General - Operations	268,277	311,163	281,407	819,357	163.3%	191.2%
Community and Youth - Operations	165,890	209,682	177,533	201,382	(4.0%)	13.4%
Education Other - Operations	14,832	15,777	13,985	15,024	(4.8%)	7.4%
TOTAL OPERATING EXPENDITURE	4,669,829	4,542,002	4,600,630	5,024,914	10.6%	9.2%
OPERATING INCOME						
Care of Families and Children	(7,986)	(5,108)	(9,811)	(3,159)	(38.2%)	(67.8%)
Preston Village	(143,035)	(57,163)	(86,994)	(69,455)		
Tuia Lodge	(3,693,325)	(3,711,381)	(3,399,404)	(3,294,615)	(11.2%)	(3.1%)
Other Welfare Aged Housing General	(174,420)	(185,645)	(180,857)	(743,858)	300.7%	311.3%
Community and Youth	(14,446)	(2,600)	(5,476)	(200)	(92.3%)	(96.3%)
Education Other	(700)	(200)	(300)	(300)	50.0%	-
TOTAL OPERATING INCOME	(4,033,911)	(3,962,097)	(3,682,843)	(4,111,587)	3.8%	11.6%
CAPITAL EXPENDITURE						
Preston Village - New Assets	31,935	900,000	5,175	0	(100.0%)	(100.0%)
Preston Village - Financing	0	620,000	285,000	308,000	(50.3%)	8.1%
Tuia Lodge - New Assets	50,139	2,541,270	389,138	96,186	(96.2%)	(75.3%)
Tuia Lodge - Financing	0	0	3,075	29,603	-	862.6%
Other Welfare Aged Housing General - Asset Renewal	75,537	190,536	14,960	144,636	(24.1%)	866.8%
Other Welfare Aged Housing General - New Assets	73,369	2,992,870	22,132	0	(100.0%)	(100.0%)
TOTAL CAPITAL EXPENDITURE	309,679	7,244,676	719,481	578,425	(92.0%)	(19.6%)
CAPITAL INCOME						
Preston Village	(31,935)	(1,520,000)	(296,049)	(308,000)	(79.7%)	4.0%
Tuia Lodge	(48,806)	(2,541,270)	(440,118)	(96,186)	(96.2%)	(78.1%)
Other Welfare Aged Housing General	(675,537)	(3,183,406)	(541,591)	(144,636)	(95.5%)	(73.3%)
Education Other		0	0	0	-	-
TOTAL CAPITAL INCOME	(756,278)	(7,244,676)	(1,277,758)	(548,822)	(92.4%)	(57.0%)
ECONOMIC SERVICES - TOTAL EXPENDITURE	4,979,508	11,786,678	5,320,110	5,603,338	(52.5%)	5.3%
ECONOMIC SERVICES - TOTAL INCOME	(4,790,189)	(11,206,773)	(4,960,601)	(4,660,409)	(58.4%)	(6.1%)
	189,319	579,905	359,510	942,929	62.6%	162.3%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 8 - Education and Welfare	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		CARE OF FAMILIES AND CHILDREN OPERATING EXPENDITURE		\$	\$	\$	\$		
		Operations							
113620	B002	Community Centre Maintenance		16,427	16,582	21,080	7,052	(57.5%)	(66.5%)
160020		Balingup Community Centre		0	300	0	300	-	-
140520	B039	Lions Club Building Allnut Street		5,455	7,000	7,456	2,612	(62.7%)	(65.0%)
159320	B109	1st Donnybrook Scout Group Building - Bentley Street		2,628	11,516	8,744	3,339	(71.0%)	(61.8%)
135820		Donations - Families and Children		0	2,000	1,231	0	(100.0%)	(100.0%)
156240		Community Facilities - General		4,123	0	0	0	-	-
143370		Administration Salaries Reallocated		0	0	0	215	-	-
143470		General Administration Costs Reallocated		0	0	0	89	-	-
		Sub Total - Operations		28,633	37,398	38,511	13,607	(63.6%)	(64.7%)
		Asset Renewal / Refurbishment							
140521		Lions Club Building Allnut Street		0	0	0	0	-	-
		Sub Total Asset Renewal / Refurbishment		0	0	0	0	-	-
		TOTAL OPERATING EXPENDITURE		28,633	37,398	38,511	13,607	(63.6%)	(64.7%)
		OPERATING INCOME							
140030		Reimbursements		(5,410)	(2,075)	(2,289)	(2,089)	0.7%	(8.7%)
116430		Fees & Charges - Property Leases		(2,576)	(3,033)	(1,022)	(1,070)	(64.7%)	4.7%
		Old Accounts - Historical Data							
160230		Transfer from Carried Forward Projects Reserve		0	0	(6,500)	0		
		TOTAL OPERATING INCOME		(7,986)	(5,108)	(9,811)	(3,159)	(38.2%)	(67.8%)

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 8 - EDUCATION AND WELFARE	Detail	2020/21 Budget Estimate		
		CARE OF FAMILIES AND CHILDREN OPERATING EXPENDITURE	\$	\$		
113620		Donnybrook Community & Family Centre - Allnutt Street				
	B002	Building Insurance	756			
	B002	Garden Maintenance by Council staff (W)	5,196			
	B002	Utilities - Water	1,100			
	B002	Shire Waste Management Charges (Bins)	0			
	B002	Miscellaneous Building Mtce. incl termite control, air con serv & gutters.	0			
				7,052		
160020		Balingup Community Centre (Toilet)				
		Shire responsible for maintenance of toilets only (BPA responsible for other building maintenance)	300	300		
140520		Lions Club Building - Allnutt Street (B039)				
	B039	Lions Club Building - General Maintenance Expenses	800			
	B039	Building Insurance	12			
	B039	Utilities - Electricity	1,800			
			0	2,612		
159320		1st Donnybrook Scout Group Building - Bentley Street				
	B109	Scout Group Building - General Maintenance Expenses	1,000			
	B109	Utilities - Electricity	1,850			
	B109	Building Insurance (Recouped from Scout Group)	489	3,339		
143370		Administration Salaries Reallocated	215	215		
143470		General Administration Costs Reallocated	90	89		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES							
Account	Job/Plant	SCHEDULE 8 - EDUCATION AND WELFARE			2020/21		
Number	Number		Detail	Budget Estimate			
		CARE OF FAMILIES AND CHILDREN	\$	\$			
		OPERATING EXPENDITURE					
		OPERATING INCOME					
140030		Reimbursements					
		Reimbursement of Utilities by Playgroup & Child Health Centre	(1,600)				
		Reimbursement of Building Insurance costs from Scout Group	(489)	(2,089)			
116430		Fees & Charges - Property Leases					
		Donnybrook Lions Club					
		Reimbursement of Electricity Costs (actuals)	(1,000)				
		Annual Fee to cover rent (\$58) and building insurance (\$12)	(70)	(1,070)			

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 8 - Education and Welfare	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		PRESTON RETIREMENT VILLAGE		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
140070	Various	Utility Charges		0	0	0	15,150	-	-
140170		Property Insurance		0	0	0	5,263	-	-
140370	Various	Contractors		0	0	0	11,150	-	-
140470		Emergency Phone Monitoring		0	0	0	2,280	-	-
140570		General Expenses		0	0	0	1,000	-	-
150270		General Administration Costs Reallocated		0	0	0	1,994	-	-
144470		Aged Care Services Allocated (Mgmt Svcs)					21,958		
144570		Aged Care Services Allocated (Maintenance)					7,136		
140770		Grounds Maintenance		0	0	0	4,000	-	-
162020		Depreciation on Buildings		70,281	70,282	65,445	71,394	1.6%	9.1%
142120		Bank Charges - Loans		0	3,150	0	0		
141920	Various	Preston Retirement Village - Operating Costs (Old 19.20)		59,658	68,100	69,765	0	(100.0%)	(100.0%)
		Sub Total - Operations		129,939	141,532	135,210	141,325	(0.1%)	4.5%
		Asset Renewal / Refurbishment							
110470	Various	Preston Retirement Village - Asset Mtc / Refurb		0	0	0	9,180	-	-
		Sub Total Asset Renewal / Refurbishment		0	0	0	9,180	-	-
		TOTAL OPERATING EXPENDITURE		129,939	141,532	135,210	150,505	6.3%	11.3%
		OPERATING INCOME							
115230		Fees & Charges - Lease Preston Village		(35,049)	(49,832)	(37,230)	(54,575)	9.5%	46.6%
131330		Reimbursements (Water Charges) - Preston Village		0	0	0	(2,200)	-	-
159530		Fees & Charges - Preston Village Community Centre		(5,313)	(4,600)	(3,725)	(3,500)	(23.9%)	(6.0%)
125230		Fees & Charges - Reserve Fund Fee		(102,673)	(2,731)	(42,108)	0	(100.0%)	(100.0%)
113530		Reimbursements - Preston Village		0	0	(2,280)	0	-	(100.0%)
115430		Fees & Charges Sundry - Preston Village		0	0	(1,650)	0	-	(100.0%)
125730		Transfer from Reserve		0	0	0	(9,180)	-	-
		TOTAL OPERATING INCOME		(143,035)	(57,163)	(86,994)	(69,455)	21.5%	(20.2%)

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 8 - Education and Welfare	Note	2018/19	2019/20		2020/2021	Variance Budget Prior Yr	Variance Actual Prior Yr
				Actual	Budget	Forecast Estimate	Budget Estimate		
		PRESTON RETIREMENT VILLAGE		\$	\$	\$	\$		
		CAPITAL EXPENDITURE							
		New Assets							
147140	Various	Buildings - Preston Retirement Village		31,935	900,000	5,175	0	(100.0%)	(100.0%)
		Sub Total - New Assets		31,935	900,000	5,175	0		
		Financing							
111740		Preston Retirement Village - Repayment of Loans		0	620,000	285,000	308,000	(50.3%)	8.1%
		Sub Total Financing		0	620,000	285,000	308,000		
		TOTAL CAPITAL EXPENDITURE		31,935	1,520,000	290,175	308,000		
		CAPITAL INCOME							
105250		Proceeds from Loan - Retirement Village		0	(900,000)	0	0	(100.0%)	-
103150		Proceeds from Leased Property		0	(620,000)	(285,000)	(275,000)	(55.6%)	(3.5%)
117750		Transfer from Aged Housing Reserve		(31,935)	0	(11,049)	0	-	(100.0%)
109550		Transfer from Aged Housing Reserve		0	0	0	(33,000)	-	-
		TOTAL CAPITAL INCOME		(31,935)	(1,520,000)	(296,049)	(308,000)		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 8 - EDUCATION AND WELFARE	Detail	2020/21 Budget Estimate		
140070		PRESTON VILLAGE OPERATING EXPENDITURE	\$	\$		
		Utility Charges				
	B200	Electricity - Grounds	2,300			
	B201	Water Supply Charges	5,500			
	B202	Sewerage Rates	3,200			
	B203	Emergency Services Levy	750			
	B204	Refuse Charges - Shire	3,400	15,150		
140170		Property Insurance				
	B051 - B063	Units 1-17	4,439			
	B080	Community Centre	824	5,263		
140270		Workers Compensation Insurance	0	0		
140370		Building Maintenance				
	B205	Building Repairs	4,600			
	B206	Cleaning Windows & Flyscreens	1,700			
	B207	Pest Management	2,600			
	B208	Plumbing / Septic Maintenance	500			
	B209	Electrical Contractors	500			
	B299	Cleaner Community Centre	1,250	11,150		
140470		Emergency Phone Monitoring	2,280	2,280		
140570		General Expenses				
		Sundry Expenses	1,000	1,000		
140670		Administration Salaries Allocated	1,507			
		General Administration Costs Reallocated	487	1,994		
144470		Aged Care Services Allocated				
		Aged Care Services Allocated (Management Services)	21,958	21,958		
144570		Aged Care Services Allocated (Maintenance)	7,136	7,136		
140770		Grounds Maintenance	4,000	4,000		
110470		Preston Retirement Village - Asset Mtce / Refurb				
	B183	Preston Village - Unit 1	4,590			
	B187	Preston Village - Unit 5	4,590	9,180		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account	Job/Plant	SCHEDULE 8 - EDUCATION AND WELFARE		2020/21		
Number	Number		Detail	Budget Estimate		
		PRESTON VILLAGE	\$	\$		
		OPERATING INCOME				
115230		Fees & Charges - Lease Preston Village Maintenance fees payable by residents.	(54,575)	(54,575)		
131330		Reimbursements Water charges on-charged to Residents	(2,200)	(2,200)		
159530		Fee & Charges - Preston Village Community Centre Hire Income received for hire of Preston Village Community Centre (offsets Village Operating costs)	(3,500)	(3,500)		
125730		Transfer from Reserve Tfr from Aged Housing Reserve	(9,180)	(9,180)		

BUDGET SUPPORTING NOTES						
Account	Job/Plant	SCHEDULE 8 - EDUCATION AND WELFARE		2020/21		
Number	Number		Detail	Budget Estimate		
147140	B131	PRESTON VILLAGE CAPITAL EXPENDITURE New Assets: Buildings - Preston Retirement Village	\$	\$		
				0		
111740		Financing: Preston Retirement Village - Repayment of Fixed loans Repayment of Fixed Loans on re-lease of units	308,000	308,000		
103150		CAPITAL INCOME Proceeds from Leased Property Proceeds from life long lease granted to occupants of retiree units	(275,000)	(275,000)		
109550		Transfer from Reserve Transfer from Aged Care Reserve	(33,000)	(33,000)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 8 - Education and Welfare	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		TUIA LODGE		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
116620		Salaries & Wages		2,273,422	2,156,937	2,262,407	2,357,514	9.3%	4.2%
136720		Employee Allowances / Retention		0	9,955	0	40,000	301.8%	-
133120		Laundry Uniform Allowance		20,471	27,736	19,386	26,731	(3.6%)	37.9%
116720		Superannuation Tuia Lodge		210,093	192,548	215,179	210,988	9.6%	(1.9%)
116520		Staff Training Salaries		296	0	0	0	-	-
109830	B047	Staff Training Tuia Lodge (B047)		10,080	20,000	9,967	18,000	(10.0%)	80.6%
116820		Tuia Lodge Maintenance (ex B006) - No longer used 20/21		1,077,967	919,854	1,028,364	0	(100.0%)	(100.0%)
136420		Recruitment Medicals/Reports		0	0	0	3,000	-	-
116770		Staff Uniforms		0	0	0	6,000	-	-
136620		Employee Costs Other		0	0	0	6,796	-	-
136670		Contract Labour Hire		0	0	0	12,000	-	-
116670		Workers Compensation Insurance		0	0	0	85,944	-	-
136520		FBT Expenditure		0	0	0	2,100	-	-
132420		Transfer to LSL Reserve		0	0	0	0	-	-
137120		Electricity		0	0	0	51,946	-	-
137420		Water Supply		0	0	0	16,512	-	-
137520		Sewerage		0	0	0	7,779	-	-
137620	Various	Telephone / Communications		0	0	0	22,386	-	-
137220		Gas		0	0	0	10,144	-	-
137820	Various	Resident Catering		0	0	0	196,269	-	-
137920		Functions / Refreshments		0	0	0	6,000	-	-
114920	Various	Cleaning Services		0	0	0	21,000	-	-
111120	Various	Laundering Services		0	0	0	22,624	-	-
114970	Various	Kitchen Services		0	0	0	13,000	-	-
114870		Waste Disposal		0	0	0	5,900	-	-
115070	Various	Other Refuse Removal		0	0	0	9,000	-	-
138020	Various	Medical Supplies		0	0	0	98,390	-	-
138170	T124	Ground Maintenance		0	0	0	15,000	-	-
138120	Various	Building Maintenance		0	0	0	31,000	-	-
160620		Furniture & Equipment (Under threshold)		20,444	0	5,767	16,000	-	177.4%
142720		Advertising & Promotion		0	0	0	15,600	-	-
138220		Motor Vehicle Expenses		0	0	0	4,000	-	-
136870		Sundry Expenses		0	0	0	5,000	-	-
137170		Equipment Maintenance		0	0	0	17,000	-	-
115100		Interest Expense - Leased Equipment		0	0	58	126	-	115.1%
142820		Freight & Postage		0	0	0	3,250	-	-

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 8 - Education and Welfare	Note	Detail Actual	2019/20		2020/2021 Budget Estimate	Variance Budget Prior Yr	Variance Actual Prior Yr
					Budget	Forecast Estimate			
		TUIA LODGE		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
136770		Resident Activities / Excursions		0	0	0	1,700	-	-
137070		Subscriptions		0	0	0	2,000	-	-
138920		Software Licensing		0	0	0	24,700	-	-
139020		Stationery & Printing Expenses		0	0	0	9,500	-	-
135920		Interest Repayment on Loan		0	0	0	4,491	-	-
139370		State Guarantee Fee		0	0	0	759	-	-
136970		Bond Refund Interest Payment		0	0	0	9,199	-	-
139170		Contract Services		0	0	0	13,400	-	-
136820		Property Insurance		0	0	0	12,548	-	-
137020		Medical Malpractice Insurance		0	0	0	6,240	-	-
136920		Public Liability Insurance		0	0	0	13,419	-	-
138320	Various	Medical Services		0	0	0	60,630	-	-
138820	Various	Consultancy Services		0	0	0	35,000	-	-
116320		Employee Provisions - Tuia		31,286	0	27,054	0	-	(100.0%)
156320		Depreciation on Tuia Lodge Plant		24,359	27,283	7,715	8,416	(69.2%)	9.1%
116420		Depreciation on Tuia Buildings & Equipment		176,194	188,000	154,678	168,739	(10.2%)	9.1%
105460		Admin Salaries Allocated		151,721	198,391	144,126	164,417	(17.1%)	14.1%
105560		Admin Super Allocated		15,209	21,847	14,439	0	(100.0%)	(100.0%)
105660		Admin Employee Costs Reallocated		3,974	9,859	13,081	0	(100.0%)	(100.0%)
105760		Computer Costs Reallocated		37,426	42,779	41,385	0	(100.0%)	(100.0%)
105860		Admin Building Costs Reallocated		3,521	4,663	3,907	0	(100.0%)	(100.0%)
105960		General Admin Costs Reallocated		5,795	6,598	5,620	51,131	674.9%	809.8%
132920		Gen Admin Allocated		0	0	851	0	-	(100.0%)
169220		Management Services Allocated to Other Activities		0	0	0	(118,249)	0	
		Sub Total - Operations		4,062,257	3,826,450	3,953,984	3,825,039	(0.0%)	(3.3%)
		TOTAL OPERATING EXPENDITURE		4,062,257	3,826,450	3,953,984	3,825,039	(0.0%)	(3.3%)

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 8 - Education and Welfare	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		TUIA LODGE		\$	\$	\$	\$		
		OPERATING INCOME							
116930		Care Income - ACFI Subsidies		(2,336,667)	(2,434,185)	(2,038,747)	(2,039,000)	(16.2%)	0.0%
117030		Basic Daily Care Fee		(656,690)	(730,972)	(697,149)	(762,850)	4.4%	9.4%
117060		Accommodation Fee - Daily Accommodation Payments		(163,197)	(169,200)	(275,563)	(185,784)	9.8%	(32.6%)
117070		Care Income - Resident Fees - Means Tested Care Fee		(140,073)	(140,383)	(153,278)	(175,521)	25.0%	14.5%
125430		Other Resident Fees - Additional Service Fee		(606)	0	(799)	(800)	-	0.1%
117080		Care Income - Resident Fees - Other		(28,043)	(37,098)	(23,410)	(23,410)	(36.9%)	(0.0%)
121930		Accommodation Fee - Interest on RAD Bonds		(107,035)	(60,409)	(64,404)	(66,000)	9.3%	2.5%
117130		Other Revenue		(4,814)	0	(1,268)	(1,250)	-	(1.4%)
118530		Donations		(1,619)	0	0	0	-	-
110730		Grants (Operating)		(1,364)	0	0	(40,000)	-	-
171330		Aged Care Services Reimbursed		(141,795)	(139,134)	(144,786)	0	-	-
118430		Transfer from Aged Housing Reserve		(111,422)	0	0	0	-	-
		TOTAL OPERATING INCOME		(3,693,325)	(3,711,381)	(3,399,404)	(3,294,615)	(11.2%)	(3.1%)
		CAPITAL EXPENDITURE							
		New Assets							
116840		Tuia Lodge Furniture & Equipment		11,965	0	0	0	-	-
173840		Buildings - Tuia Lodge		38,174	2,541,270	389,138	96,186	(96.2%)	(75.3%)
		Sub Total - New Assets		50,139	2,541,270	389,138	96,186	(96.2%)	(75.3%)
		Financing							
103940		Loan Principal Repaid (Tuia Lodge Extensions)		0	0	0	27,083	-	-
114240		Principal Repayments - Leased Equipment		0	0	3,075	2,520	-	(18.1%)
		Sub Total - Financing		0	0	3,075	29,603	-	862.6%
		TOTAL CAPITAL EXPENDITURE		50,139	2,541,270	392,213	125,789	(95.1%)	(67.9%)

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 8 - Education and Welfare	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		TUIA LODGE		\$	\$	\$	\$		
		CAPITAL INCOME							
173250		Grants (Capital) - Assets		0	(1,900,000)	0	0	(100.0%)	-
107150		Transfer from Building Reserve		0	(141,270)	(149,118)	(96,186)	(31.9%)	(35.5%)
117750		Transfer from Aged Housing Reserve		(46,792)	0	0	0	-	-
118250		Sale of Plant & Equipment		(2,014)	0	0	0	-	-
104450		Proceeds from Loan - Tuia Lodge Fire Suppression AMP		0	(500,000)	(291,000)	0		
		TOTAL CAPITAL INCOME		(48,806)	(2,541,270)	(440,118)	(96,186)	(96.2%)	(78.1%)

2020-21 DRAFT BUDGET

SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 8 - EDUCATION AND WELFARE	Detail	2020/21 Budget Estimate		
		TUIA LODGE	\$	\$		
		OPERATING EXPENDITURE				
116620		Salaries Direct Salary Cost to employ Tuia Lodge Staff being; Shire Staff Salary Directly Allocated	2,335,914 21,600	2,357,514		
136720		Employee Allowances / Retention Retention Bonus - Covid 19 Aged Care Continuity of Workforce	40,000	40,000		
133120		Uniform Allowance Tuia Lodge Uniform Allowance	26,731	26,731		
116720		Superannuation (Tuia Lodge) Superannuation payable on Tuia Lodge salaries Shire Staff Superannuation Directly Allocated	208,288 2,700	210,988		
109830	B047	Tuia Lodge - Staff Training Staff training provided at Tuia Lodge	18,000	18,000		
136420		Recruitment Medicals / Reports Incl. New Staff Medicals, Police Clearances & Recruitment Fees	3,000	3,000		
116770		Staff Uniforms Incl. Staff Uniforms, Embroidery and Name Badges	6,000	6,000		
136620		Employee Costs Other Incl. Staff Dinner Function, Rec Centre Benefits , Incentives & Other Employee Costs	6,796	6,796		
136670		Contract Labour Hire Incl. Casual Agency Staff, ATC Traineeship & Cleaning Contractors	12,000	12,000		
116670		Workers Compensation Insurance Workers Compensation payable on Tuia Lodge salaries Workers Compensation Payable on Shire Staff Direct Salaries	85,080 864	85,944		
136520		Fringe Benefits Tax Incl. Christmas Party	2,100	2,100		
132420		Transfer to LSL Reserve		0		
137120		Electricity Charges	51,946	51,946		

SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 8 - EDUCATION AND WELFARE	Detail	2020/2021 Budget Estimate		
		TUIA LODGE	\$	\$		
		OPERATING EXPENDITURE				
137420		Water Supply Charges	16,512	16,512		
137520		Sewerage Charges	7,779	7,779		
137620		Telephone / Communication				
	T104	Telephone Charges	14,114			
	T103	Mobile Phone Costs / SMS	3,886			
	T105	Internet Charges	4,386	22,386		
137220		Gas Charges	10,144	10,144		
137820		Resident Catering				
	T100	Milk Supplies	2,150			
	T101	Meals	129,354			
	T102	Groceries, Fruit & Vegetables	64,765	196,269		
137920		Functions / Refreshments				
		Incl. Functions / Activities / Drinks for Residents	6,000	6,000		
114920		Cleaning Services				
	T106	Cleaning Supplies	19,000			
	T107	Cleaning Equipment	2,000	21,000		
111120		Laundering Services				
	T108	Laundry Consumables	12,124			
	T108	External Laundry Services	4,500			
	T109	Laundry Equipment	6,000	22,624		
114970		Kitchen Services				
	T110	Kitchen Consumables	7,000			
	T111	Kitchen Equipment	6,000	13,000		
114870		Waste Disposal Costs				
		Inc. Rubbish, Recycling, Wet Waste Charges & Rubbish Collections Non Shire	5,900	5,900		
115070	T136	Other Refuse Removal				
		Collection of Wet Waste Refuse from Tuia Lodge (W)	9,000	9,000		

2020-21 DRAFT BUDGET

SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 8 - EDUCATION AND WELFARE	Detail	2020/2021 Budget Estimate		
		TUIA LODGE	\$	\$		
		OPERATING EXPENDITURE				
138020		Medical Supplies				
	T112	Pharmaceutical Supplies	13,000			
	T113	Continance Products / Wipes	45,000			
	T114	Wound Care	12,000			
	T115	Oxygen	1,500			
	T116	Supplements	10,890			
	T117	Personal Protective Equipment	11,500			
	T118	Other	4,500	98,390		
138170		Ground Maintenance				
	T124	Gardening Contractors	15,000	15,000		
138120		Building Maintenance				
	T119	Building Contractors	31,000	31,000		
160620		Furniture and Equipment Under Threshold				
		Minor equipment purchased under capitalisation threshold	16,000	16,000		
142720		Advertising & Promotion	15,600	15,600		
138220		Motor Vehicle Expenses				
		Incl. Vehicles DB1145 & DB378	4,000	4,000		
136870		Sundry Expenses	5,000	5,000		
137170		Equipment Maintenance	17,000	17,000		
115100		Interest Expense - Leased Equipment				
		Lease of 9 x Dell Inspiron 15 Laptops	123			
		Lease of Multi Function Printer	3	126		
142820		Freight & Postage	3,250	3,250		
136770		Resident Activities / Excursions				
		Incl. Resident Meetings, Gifts & Xmas Party	1,700	1,700		
137070		Subscriptions	2,000	2,000		

SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 8 - EDUCATION AND WELFARE	Detail	2020/2021 Budget Estimate		
		TUIA LODGE		\$	\$	
		OPERATING EXPENDITURE				
138920		Software Licensing				
		Incl. Icare Health Software	24,700	24,700		
139020		Stationery & Printing Expenses	9,500	9,500		
135920		Tuia Lodge Loan Interest				
		Loan Interest - Fire Suppression System	4,491	4,491		
139370		State Guarantee Fee on Loan	759	759		
136970		Bond Refunds				
		Interest on Bonds refunded to Residents	9,199	9,199		
139170		Contract Services				
		Payroll Services	13,400	13,400		
136820		Property Insurance	12,548	12,548		
137020		Medical Malpractice Insurance	6,240	6,240		
136920		Public Liability Insurance	13,419	13,419		
138320		Medical Services				
	T131	Occupational Therapist	4,230			
	T132	Podiatrist	8,400			
	T133	Physio Expenses	40,000			
	T134	Speech Pathologist	5,000			
	T135	Dietician	3,000	60,630		
138820		Consultancy Services				
	T125	Accreditation				
	T126	Aged Care Standards	1,000			
	T127	Audit	4,000			
	T128	Legal	5,000			
	T129	Benchmarking	5,000			
	T130	EOI \$15,000 and General \$5,000	20,000	35,000		

SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 8 - EDUCATION AND WELFARE	Detail	2020/21 Budget Estimate		
		TUIA LODGE	\$	\$		
		OPERATING EXPENDITURE				
105460		Administration Salaries Allocated	164,417	164,417		
105960		General Administration Costs Reallocated	51,575	51,131		
169220		Management Services Allocated to Other Aged Care Activities				
		Langley Villas	(35,794)			
		Minninup Cottages	(41,748)			
		Preston Retirement Village	(29,094)			
		Donnybrook Cemetery	(8,710)			
		Balingup Cemetery	(2,903)	(118,249)		
		OPERATING INCOME				
116930		Care Income - ACFI Subsidies				
		Basic Government subsidy for Tuia Lodge Personal Care	(2,039,000)	(2,039,000)		
117030		Basic Daily Care Fee				
		Daily Accommodation Payments received in lieu of RAD's	(762,850)	(762,850)		
117060		Accommodation Fee - Daily Accommodation Payment				
		Daily Accommodation Charges levied on Bond Amounts	(185,784)	(185,784)		
117070		Care Income - Resident Fees - Means Tested Care Fee				
		Means Tested Fees applied in addition to other fees	(175,521)	(175,521)		
125430		Other Resident Fees - Additional Service Fee				
		Charges applied for additional telephone services	(800)	(800)		
117080		Care Income - Resident Fees - Other				
		Charges for Respite Services	(23,410)	(23,410)		
121930		Accommodation Fee - Interest on RAD Bonds				
		Interest on Refundable Accommodation Deposits (RAD's)	(66,000)	(66,000)		

2020-21 DRAFT BUDGET

SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 8 - EDUCATION AND WELFARE	Detail	2020/21 Budget Estimate		
		TUIA LODGE	\$	\$		
		OPERATING INCOME				
117130		Other Revenue				
		Other Income for Tuia Lodge	(1,250)	(1,250)		
110730		Grants (Operating)				
		Retention of Staff - Covid 19 (Dept of Health)	(40,000)	(40,000)		
118430		Transfer from Reserve				
		Transfer from Reserve to offset Tuia Lodge Operational Deficit		0		

SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 8 - EDUCATION AND WELFARE	Detail	(762,850) Budget Estimate		
		TUIA LODGE	\$	\$		
		CAPITAL EXPENDITURE				
		New Assets:				
116840		Tuia Lodge Furniture and Equipment		0		
173840		Tuia Lodge Building				
		Install Gutter Guards to Compex	15,606			
		Marri Wing - Refurbishment	61,200			
		Nurses Station / Admin - Refurb Carpets	19,380	96,186		
		Financing:				
103940		Loan Principal Repaid				
		Principal repayment	27,083	27,083		
114240		Principal Repayments - Leased Equipment				
		Lease of 9 x Dell Inspiron 15 Laptops	1,778			
		Lease of Multi Function Printer	742	2,520		
		CAPITAL INCOME				
173250		Grants (Capital) - Assets				
		Tuia Lodge extension (11 room facility)				
		Grants identified - AMP		0		
107150		Transfer from Reserves				
		Transfer from Building Reserve	(96,186)	(96,186)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 8 - Education and Welfare	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		OTHER WELFARE - AGED HOUSING GENERAL OPERATING EXPENDITURE		\$	\$	\$	\$		
		Minninup Cottages U1-4							
117370	Various	Mowing & Ground Mtce		0	0	0	5,000	-	-
117470		Utility Charges		0	0	0	4,650	-	-
117570		Contractors		0	0	0	8,650	-	-
117670		Building Insurance		0	0	0	650	-	-
117870		General Expenses		0	0	0	2,300	-	-
162120		Depreciation		10,332	10,333	11,842	12,918	25.0%	9.1%
117320		Maintenance Costs (U1-4) - Old		19,436	27,116	23,405		(100.0%)	(100.0%)
		Minninup Cottages U5-8							
117970	Various	Mowing & Ground Mtce		0	0	0	5,000	-	-
180070		Utility Charges		0	0	0	4,350	-	-
180170		Contractors		0	0	0	8,650	-	-
180270		Building Insurance		0	0	0	623	-	-
180470		General Expenses		0	0	0	2,300	-	-
162220		Depreciation		9,507	9,507	9,033	9,854	3.6%	9.1%
117340		Maintenance Costs (U5-8) - Old		17,818	32,275	20,805		(100.0%)	(100.0%)
		Minninup Cottages U9-12							
180570	Various	Mowing & Ground Mtce		0	0	0	5,000	-	-
180670		Utility Charges		0	0	0	4,350	-	-
180770		Contractors		0	0	0	8,650	-	-
180870		Building Insurance		0	0	0	712	-	-
190070		General Expenses		0	0	0	2,300	-	-
162320		Depreciation		11,462	6,232	10,683	11,654	87.0%	9.1%
117420		Maintenance costs (U9-12) - Old		16,432	29,265	24,813		(100.0%)	(100.0%)
		Langley Villas U1-6							
190170	Various	Mowing & Ground Mtce		0	0	0	5,000	-	-
190270		Utility Charges		0	0	0	1,860	-	-
190370		Contractors		0	0	0	8,650	-	-
190470		Building Insurance		0	0	0	1,526	-	-
190670		General Expenses		0	0	0	2,300	-	-
162420		Depreciation		24,177	24,178	22,525	24,573	1.6%	9.1%
117220		Maintenance Costs (U1-6) - Old		29,966	39,490	39,006		(100.0%)	(100.0%)

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 8 - Education and Welfare	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		OTHER WELFARE - AGED HOUSING GENERAL		\$	\$	\$	\$		
		Langley Villas U7-9							
190770		Mowing & Ground Mtce		0	0	0	5,000	-	-
190870		Utility Charges		0	0	0	1,860	-	-
190970	Various	Contractors		0	0	0	8,650	-	-
110170		Building Insurance		0	0	0	1,097	-	-
110570		General Expenses		0	0	0	2,300	-	-
162520		Depreciation		17,947	17,947	16,472	17,970	0.1%	9.1%
140220		Maintenance Costs (U7-9) - Old		16,668	24,192	22,296		(100.0%)	(100.0%)
110370	Various	Well Aged Units - Asset Mtce / Refurbishments		0	0	0	54,335	-	-
		Other							
110270		Shire Administration Costs		0	0	0	4,614	-	-
101810		Community Home Care Office		105	0	0	0	-	-
133220		Consultancy Aged Care Services		6,818	0	25,477	0	-	(100.0%)
143220		Aged Care Services Reallocated		87,607	90,628	53,700	77,542		
168120		Bridget St Project		0		1,350	504,469	-	37268.1%
		Sub Total - Operations		268,277	311,163	281,407	819,357	163.3%	191.2%
		TOTAL OPERATING EXPENDITURE		268,277	311,163	281,407	819,357	163.3%	191.2%
		OPERATING INCOME							
		Minninup Cottages							
117430		Fees & Charges - Lease Minninup Cottages U 1-4		(23,320)	(34,707)	(36,355)	(34,284)	(1.2%)	(5.7%)
111730		Fees & Charges - Lease Minninup Cottages U 5-8		(28,418)	(34,341)	(31,852)	(34,206)	(0.4%)	7.4%
117730		Fees & Charges - Lease Minninup Cottages U9-12		(33,524)	(34,153)	(27,920)	(34,258)	0.3%	22.7%
		Langley Villas							
117530		Fees & Charges - Lease Langley Cottages U1-6		(52,765)	(54,100)	(54,185)	(53,987)	(0.2%)	(0.4%)
126030		Fees & Charges - Lease Langley Cottages U7-9		(29,361)	(28,344)	(28,241)	(28,319)	(0.1%)	0.3%
116830		Reimbursements		0	0	(2,304)	0		
		Other							
118430		Transfer from Aged Housing Reserve		(7,033)	0	0	(54,335)	-	-
109030		Grants - Programs		0	0	0	(504,469)	-	-
		TOTAL OPERATING INCOME		(174,420)	(185,645)	(180,857)	(743,858)	300.7%	311.3%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 8 - Education and Welfare	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		OTHER WELFARE - AGED HOUSING GENERAL CAPITAL EXPENDITURE		\$	\$	\$	\$		
180940		Asset Renewal							
		Well Aged Units		75,537	190,536	14,960	144,636	(24.1%)	866.8%
		Sub Total - Asset Renewal		75,537	190,536	14,960	144,636	(24.1%)	866.8%
		Asset Upgrade / Improvements							
		Sub Total - Asset Upgrade / Improvements		0	0	0	0	-	-
		New Assets							
181040		Land - Bridge Street Affordable Housing Project		73,369	250,000	21,682	0	(100.0%)	(100.0%)
181050		Buildings - Bridge Street Affordable Housing Project		0	2,742,870	450	0		
				73,369	2,992,870	22,132	0	(100.0%)	(100.0%)
		Financing							
117020		Transfer to U 5-8 Reserve		2,000	0	0	0	-	-
140020		Transfer to U 9-12 Reserve		2,000	0	0	0	-	-
118220		Transfer to Langley Villas Reserve		4,500	0	0	0	-	-
116920		Surplus - Transfer to Reserves		70,198	0	0	0	-	-
		Sub Total Financing		78,698	0	0	0	-	-
		TOTAL CAPITAL EXPENDITURE		227,605	3,183,406	37,092	144,636	(95.5%)	289.9%
		CAPITAL INCOME							
117750		Transfer from Aged Housing Reserve - Well Aged		(75,537)	(190,536)	(14,960)	0	(100.0%)	(100.0%)
116950		Community Contributions - Bridge Street Affordable Housing Project		0	(875,000)	0	0	(100.0%)	-
173150		Transfer from Reserve		0	(717,870)	0	(144,636)	(79.9%)	-
104150		Government Grants - Affordable Housing Project		(600,000)	(1,400,000)	0	0	(100.0%)	-
173170		Transfer from Unspent Grants Reserve		0	0	(526,631)	0	-	(100.0%)
		TOTAL CAPITAL INCOME		(675,537)	(3,183,406)	(541,591)	(144,636)	(95.5%)	(73.3%)

SUPPORTING NOTES

Account Number	Job/Plant Number	SCHEDULE 8 - EDUCATION AND WELFARE	Detail	2020/21 Budget Estimate		
		OTHER WELFARE - AGED HOUSING GENERAL OPERATING EXPENDITURE	\$	\$		
		<u>Minninup Cottages 1-4 Maintenance</u>				
117370		Mowing & Ground Mtce	5,000	5,000		
117470		Utility Charges				
		Electricity	1,600			
		Water	2,400			
		Sewerage Rates	650	4,650		
117570		Contractors				
	B224	Building Repairs	5,000			
	B225	Plumbing / Septic Maintenance	2,000			
	B226	Pest Control	400			
	B227	Painting Contractors	750			
	B228	Electrical Contractors	500	8,650		
117670		Building Insurance				
		Insurance for Units 1-4	650	650		
117870		General Expenses				
		Rent Direct Deposit Fees	50			
		Freight	250			
		Sundry Expenses	2,000	2,300		
		<u>Minninup Cottages 5 - 8 Maintenance</u>				
117970		Mowing & Ground Mtce	5,000	5,000		
180070		Utility Charges				
		Electricity	1,600			
		Water	2,100			
		Sewerage Rates	650	4,350		

SUPPORTING NOTES

Account Number	Job/Plant Number	SCHEDULE 8 - EDUCATION AND WELFARE	Detail	2020/2021 Budget Estimate		
		OTHER WELFARE - AGED HOUSING GENERAL OPERATING EXPENDITURE	\$	\$		
		<u>Minninup Cottages 5 - 8 Maintenance</u>				
180170		Contractors				
	B243	Building Repairs	5,000			
	B244	Plumbing / Septic Maintenance	2,000			
	B245	Pest Control	400			
	B246	Painting Contractors	750			
	B247	Electrical Contractors	500	8,650		
180270		Building Insurance				
		Insurance for Units 5-8	623	623		
180470		General Expenses				
		Rent Direct Deposit Fees	50			
		Freight	250			
		Sundry Expenses	2,000	2,300		
		<u>Minninup Cottages 9-12 Maintenance</u>				
180570		Mowing & Ground Mtce	5,000	5,000		
180670		Utility Charges				
		Electricity	1,600			
		Water	2,100			
		Sewerage Rates	650	4,350		
180770		Contractors				
	B263	Building Repairs	5,000			
	B264	Plumbing / Septic Maintenance	2,000			
	B265	Pest Control	400			
	B266	Painting Contractors	750			
	B267	Electrical Contractors	500	8,650		
180870		Building Insurance				
		Insurance for Units 9-12	712	712		

SUPPORTING NOTES						
Account	Job/Plant	SCHEDULE 8 - EDUCATION AND WELFARE		2020/21		
Number	Number		Detail	Budget Estimate		
		OTHER WELFARE - AGED HOUSING GENERAL	\$	\$		
		OPERATING EXPENDITURE				
		<u>Minninup Cottages 9-12 Maintenance</u>				
190070		General Expenses				
		Rent Direct Deposit Fees	50			
		Freight	250			
		Sundry Expenses	2,000	2,300		
		<u>Langley Villas Mtce U1-6</u>				
190170		Mowing & Ground Mtce	5,000	5,000		
190270		Utility Charges				
		Electricity	160			
		Water	1,100			
		Sewerage Rates	600	1,860		
190370		Contractors				
	B283	Building Repairs	5,000			
	B284	Plumbing / Septic Maintenance	2,000			
	B285	Pest Control	400			
	B286	Painting Contractors	750			
	B287	Electrical Contractors	500	8,650		
190470		Building Insurance				
		Insurance for Units 1-6	1,526	1,526		
190670		General Expenses				
		Rent Direct Deposit Fees	50			
		Freight	250			
		Sundry Expenses	2,000	2,300		

SUPPORTING NOTES						
Account	Job/Plant	SCHEDULE 8 - EDUCATION AND WELFARE		2020/2021		
Number	Number		Detail	Budget Estimate		
		OPERATING EXPENDITURE				
		Operations:				
		<u>Langley Villas Mtce U7-9</u>				
190770		Mowing & Ground Mtce	5,000	5,000		
		Utility Charges				
190870		Electricity	160			
		Water	1,100			
		Sewerage Rates	600	1,860		
190970		Contractors				
	B293	Building Repairs	5,000			
	B294	Plumbing / Septic Maintenance	2,000			
	B295	Pest Control	400			
	B296	Painting Contractors	750			
	B297	Electrical Contractors	500	8,650		
190470		Building Insurance				
		Insurance for Units 7-9	1,097	1,097		
110570		General Expenses				
		Rent Direct Deposit Fees	50			
		Freight	250			
		Sundry Expenses	2,000	2,300		
110270		Shire Administration Costs - Well Aged Units				
		Administration Salaries Reallocated	3,728			
		General Administration Costs Reallocated	886	4,614		
143220		Aged Care Services Allocated (Management Services)				
		Langley Villas U1-6	17,897			
		Langley Villas U7-9	17,897			
		Minninup Cottages U1-4	13,916			
		Minninup Cottages U5-8	13,916			
		Minninup Cottages U9-12	13,916	77,542		

2020-21 DRAFT BUDGET

SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 8 - EDUCATION AND WELFARE	Detail	2020/21 Budget Estimate		
		OTHER WELFARE - AGED HOUSING GENERAL OPERATING EXPENDITURE	\$	\$		
168120		Bridge St Project	504,469	504,469		
110370		Well Aged Units - Asset Mtc / Refurbishments				
	B181	Langley Villas - Unit 2	5,202			
	B182	Langley Villas - Unit 9	10,200			
	B180	Minninup Cottages - Units 9-10	20,206			
	B180	Minninup Cottages - Units 11-12	18,727			
				54,335		
		OPERATING INCOME				
117430		Fees & Charges - Lease Minninup Cottages 1-4				
		Rent Received - Minninup Cottages Tenants (Units 1 - 4)	(34,284)	(34,284)		
111730		Fees & Charges - Lease Minninup Cottages U5-8				
		Rent Minninup Cottages Tenants (Units 5-8)	(34,206)	(34,206)		
117730		Fees & Charges - Lease Minninup Cottages 9-12				
		Rent - Minninup Cottages Tenants (Units 9 To 12)	(34,258)	(34,258)		
117530		Fees & Charges - Lease Langley Villas U1-6				
		Rent received from Langley Villas tenants	(53,987)	(53,987)		
126030		Fees & Charges - Lease Langley Villas U 7-9				
		Rent received from Langley Villas tenants U 7-9	(28,319)	(28,319)		
118430		Transfer from Buildings Resere				
		Langley Villas - Unit 2	(5,202)			
		Langley Villas - Unit 9	(10,200)			
		Minninup Cottages - Units 9-10	(20,206)			
		Minninup Cottages - Units 11-12	(18,727)			
				(54,335)		
109030		Grants - Programs				
		Bridge St Affordable Housing Project	(504,469)	(504,469)		

SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 8 - EDUCATION AND WELFARE	Detail	2020/21 Budget Estimate		
180940		OTHER WELFARE - AGED HOUSING GENERAL	\$	\$		
		CAPITAL EXPENDITURE				
		Asset Renewal / Refurbishment:				
		Buildings - Well Aged Units				
		Langley Villas - Unit 6	30,600			
		Minninup Cottages Unit 5- 8	93,636			
		Minninup Cottages Unit 9 - 10	20,400			
				144,636		
147140		Asset Upgrade / Improvements:				
		Buildings - Preston Retirement Village				
		Completion of Roofing Works				
	B130	- Address Efflorescence in Units				
	B130	- Exterior Painting of Units				
	B130	- Repair Water Damaged Eaves				
				0		
181040		Land - Affordable Housing Project				
		Siteworks associated with development of Bridge Street Land for Affordable Housing Project (Shire to provide Land nominally valued at \$250,000)				
				0		
173150		CAPITAL INCOME				
		Transfer from Buildings Reserves	(144,636)			
				(144,636)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 8 - Education and Welfare	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		OTHER WELFARE - COMMUNITY AND YOUTH OPERATING EXPENDITURE		\$	\$	\$	\$		
148220	Y001	Salaries Community Development Officer		119,356	118,503	102,700	121,671	2.7%	18.5%
148320		Superannuation - Community Development Officer		10,565	13,562	10,163	14,083	3.8%	38.6%
152020		Office & Other Expenses - Community Development		2,757	1,780	2,498	1,710	(3.9%)	(31.6%)
148420		Insurance - Community Development		4,243	6,305	5,796	5,693	(9.7%)	(1.8%)
146520		Community Development Initiatives		0	5,220	2,443	2,500	(52.1%)	2.3%
147620		Youth Related Programs		2,264	7,550	3,150	3,550	(53.0%)	12.7%
155220		Seniors Week Functions		1,862	1,550	1,648	750	(51.6%)	(54.5%)
177520		Australia Day Event		3,182	3,100	3,636	3,600	16.1%	(1.0%)
148120		Employee Provisions		(13,364)	0	300		-	(100.0%)
104860		Admin Salaries Reallocated		8,410	13,452	7,989	37,852	181.4%	373.8%
104960	Admin Super Reallocated		841	1,481	799	0	(100.0%)	(100.0%)	
105060	Admin Employee Costs Reallocated		3,974	9,859	13,081	0	(100.0%)	(100.0%)	
105160	Computer Costs Reallocated		12,483	16,059	13,803	0	(100.0%)	(100.0%)	
105260	Admin Building Costs Reallocated		3,521	4,663	3,907	0	(100.0%)	(100.0%)	
105360	General Admin Costs Reallocated		5,795	6,598	5,620	9,973	51.2%	77.5%	
		Sub Total - Operations		165,890	209,682	177,533	201,382	(4.0%)	13.4%
		TOTAL OPERATING EXPENDITURE		165,890	209,682	177,533	201,382	(4.0%)	13.4%
		OPERATING INCOME							
159630		Reimbursements - Employees		0	0	(116)		-	(100.0%)
134030		Contributions		0	0	(314)	(200)		
		Old Accounts - Historical Data							
102830		Government Grant - Volunteer Programs		(975)	(2,000)	(4,000)		(100.0%)	(100.0%)
149720		Contributions After School Program		(276)	(600)	(1,046)		(100.0%)	(100.0%)
124230		Transfer from LSL Reserve		(13,195)	0	0		-	-
		TOTAL OPERATING INCOME		(14,446)	(2,600)	(5,476)	(200)	(92.3%)	(96.3%)

SUPPORTING NOTES

Account Number	Job/Plant Number	SCHEDULE 8 - EDUCATION AND WELFARE	Detail	2020/21 Budget Estimate		
		OTHER WELFARE - COMMUNITY AND YOUTH OPERATING EXPENDITURE	\$	\$		
148220		Operations Salaries - Community Development Officer Salaries - Manager Community Development Salaries - Community Development Officer	84,148 37,523	121,671		
148320		Superannuation - Community Development Officer Superannuation - Manager Community Development Superannuation - Community Development Officer	10,518 3,565	14,083		
148420		Insurance - Community Development Workers Compensation Insurance Public Liability / Professional Indemnity Insurance	4,867 826	5,693		
152020		Office & Other Expenses - Community Development Uniform Expenses (2 employees) Miscellaneous Office expenses allocated directly.	710 1,000	1,710		
146520		Community Development Initiatives Asset Based Community Development Initiatives	2,500	2,500		
147620		Youth Related Programs Provision to support various youth related activities including: School Holiday Programs Road Trauma Action Prevention Day at DDHS	3,000 550	3,550		
155220		Seniors Week Function Senior Week Event	750	750		
177520		Australia Day Event Expenses relating to conducting Australia Day events in Donnybrook, Balingup and Kirup	3,600	3,600		

SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 8 - EDUCATION AND WELFARE	Detail	2020/21 Budget Estimate		
		OTHER WELFARE - COMMUNITY AND YOUTH OPERATING EXPENDITURE	\$	\$		
104860		Administration Salaries Allocated	37,852	37,852		
105360		General Administration Costs Reallocated	10,021	9,973		
		OPERATING INCOME				
134030		Contributions				
		Senior Week Reimbursements	(200)	(200)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 8 - Education and Welfare	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		EDUCATION - OTHER		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
110120	B017	Scholarships		300	200	300	300	50.0%	-
110020		Donnybrook Community Telecentre		2,792	3,067	2,910	2,969	(3.2%)	2.0%
110430		Donations - Educational Activities			510		0	(100.0%)	-
109820		Depreciation (Educ)		11,740	12,000	10,775	11,755	(2.0%)	9.1%
		Sub Total - Operations		14,832	15,777	13,985	15,024	(4.8%)	7.4%
		TOTAL OPERATING EXPENDITURE		14,832	15,777	13,985	15,024	(4.8%)	7.4%
		OPERATING INCOME							
110230		Transfer from Reserve Fund		(200)	(200)	(300)	(300)	50.0%	-
110330		Arbuthnott Scholarship Donation		(500)	0		0	-	-
		TOTAL OPERATING INCOME		(700)	(200)	(300)	(300)	50.0%	-
		CAPITAL EXPENDITURE							
		Sub Total - Asset Renewal / Refurbishment		0	0	0	0	-	-
		TOTAL CAPITAL EXPENDITURE		0	0	0	0	-	-
		CAPITAL INCOME							
110150		Government Grants			0		0	-	-
		TOTAL CAPITAL INCOME		0	0	0	0	-	-

SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 8 - EDUCATION AND WELFARE	Detail	2020/21 Budget Estimate		
		EDUCATION - OTHER	\$	\$		
		OPERATING EXPENDITURE				
110120		OPERATING EXPENDITURE				
		Scholarships				
		Arbutnott Scholarship				
		(\$200 allocated to Schedule 4 - Council donations to make \$500)	300	300		
110020		Donnybrook Community Resource Centre				
	B017	Building Maintenance - General	2,300			
	B017	Building Insurance	504			
	B017	Emergency Services Levy	165			
				2,969		
		OPERATING INCOME				
110230		Transfer from Reserve Arbutnott				
		Transfer from Arbutnott Reserve Fund (Last year of Extra \$100 from Chamber)	(300)	(300)		
		CAPITAL EXPENDITURE				
		Asset Renewal / Refurbishment:				
117740		Buildings				
					0	
		CAPITAL INCOME				
110150		Government Grants				
					0	

SCHEDULE 10 - COMMUNITY AMENITIES - PROGRAM SUMMARY

	2018/19	2019/20		2020/2021	Variance	Variance
	Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
OPERATING EXPENDITURE	\$	\$	\$	\$		
Household Refuse - Operations	1,006,416	1,155,268	1,014,034	1,025,204	(11.3%)	1.1%
Other Sanitation - Operations	6,112	4,000	2,229	4,000	-	79.5%
Urban Stormwater Drainage - Operations	4,970	8,000	6,395	11,500	43.8%	79.8%
Protection of the Environment - Operations	42,312	65,669	62,905	27,632	(57.9%)	(56.1%)
Town Planning Reg. Dev. Expenditure - Operations	189,436	235,459	247,606	293,855	24.8%	18.7%
Town Planning Reg. Dev. Expenditure - New Assets	0	1,000	0	1,000	-	-
Other Community Amenities - Operations	311,644	332,332	306,091	346,364	4.2%	13.2%
Other Community Amenities - Asset Renewal	0	0	0	0	-	-
TOTAL OPERATING EXPENDITURE	1,560,889	1,801,728	1,639,261	1,709,555	(5.1%)	4.3%
OPERATING INCOME						
Household Refuse	(1,153,201)	(1,161,227)	(1,097,881)	(1,078,796)	(7.1%)	(1.7%)
Other Sanitation	0	(200)	0	(200)	-	-
Protection of the Environment	(849)	(1,000)	(7,499)	(800)	(20.0%)	(89.3%)
Town Planning Regional Development	(33,674)	(23,140)	(20,464)	(33,751)	45.9%	64.9%
Other Community Amenities	(31,921)	(30,000)	(28,082)	(27,000)	(10.0%)	(3.9%)
TOTAL OPERATING INCOME	(1,219,646)	(1,215,567)	(1,153,926)	(1,140,547)	(6.2%)	(1.2%)
CAPITAL EXPENDITURE						
Household Refuse - New Assets	0	0	0	125,000	-	-
Household Refuse - Asset Renewal / Refurbishment	0	0	0	0	-	-
Town Planning Expenditure - Asset Renewal	40,617	0	0	31,220	-	-
Other Community Amenities - Asset Upgrade	7,090	1,549,254	13,641	185,000	(88.1%)	1256.2%
TOTAL CAPITAL EXPENDITURE	47,708	1,549,254	13,641	341,220	(78.0%)	2401.4%
CAPITAL INCOME						
Household Refuse	0	0	0	(125,000)	-	-
Town Planning Regional Development	(40,617)	0	0	(37,795)	-	-
Other Community Amenities	0	(1,528,254)	(15,741)	(170,000)	(88.9%)	980.0%
TOTAL CAPITAL INCOME	(40,617)	(1,528,254)	(15,741)	(332,795)	(78.2%)	2014.1%
ECONOMIC SERVICES - TOTAL EXPENDITURE	1,608,597	3,350,982	1,652,902	2,050,775	(38.8%)	24.1%
ECONOMIC SERVICES - TOTAL INCOME	(1,260,263)	(2,743,821)	(1,169,667)	(1,473,342)	(46.3%)	26.0%
	348,334	607,161	483,235	577,433	(4.9%)	19.5%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 10 - Community Amenities	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		SANITATION HOUSEHOLD REFUSE		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
122120		Superannuation Waste Management		4,335		4,461		-	(100.0%)
122820		Other Employee Costs		14	0	0	0	-	-
122520		Vehicle Expenses		10,997	9,500	11,437	4,975	(47.6%)	(56.5%)
122620		Waste Management Office Expenses		441	2,000	268	650	(67.5%)	142.6%
122420		Insurance Waste Management		3,422	4,483	3,517	1,632	(63.6%)	(53.6%)
117620	W001	Domestic Refuse Collection		146,540	211,782	154,202	140,560	(33.6%)	(8.8%)
117820		Domestic Recycling Pickup and Processing		94,452	146,364	114,969	145,945	(0.3%)	26.9%
134220	W021	Rural Recycling Service		1,818	0	2,239	2,500	-	11.7%
125520	M017	Refuse Collection - Public Bins		116,589	113,676	111,927	114,000	0.3%	1.9%
117720	Various	Rubbish Sites Maintenance		460,466	465,772	428,182	423,389	(9.1%)	(1.1%)
117920		Other Refuse Removal (Tuia)		8,943	8,868	7,229	0	(100.0%)	(100.0%)
118020	W025	Organics Bins Pickup and Treatment		113,698	126,631	118,835	125,016	(1.3%)	5.2%
118120		Depreciation		53,484	64,192	48,932	53,380	(16.8%)	9.1%
154720		Employee Provisions - Waste		(8,783)	0	4,270		-	(100.0%)
136020		Regional Waste Management		0	2,000	3,567	3,398	69.9%	(4.7%)
193220		Administration Salaries Allocated		0	0	0	6,913	-	-
125620		General Administration Allocated		0	0	0	2,846	-	-
		Sub Total - Operations		1,006,416	1,155,268	1,014,034	1,025,204	(11.3%)	1.1%
		TOTAL OPERATING EXPENDITURE		1,006,416	1,155,268	1,014,034	1,025,204	(11.3%)	1.1%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 10 - Community Amenities	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		SANITATION HOUSEHOLD REFUSE		\$	\$	\$	\$		
		OPERATING INCOME							
118030		Fees & Charges - Kerbside Bin Services		(430,246)	(442,126)	(585,162)	(570,696)	29.1%	(2.5%)
120030		Fees & Charges - Refuse Site Donnybrook		(49,586)	(75,000)	(9,622)	(10,000)	(86.7%)	3.9%
104030		Fees & Charges - Refuse Site Balingup		(1,533)	(2,000)	(441)	(500)	(75.0%)	13.4%
118330		Fees & Charges - Waste Management Levy		(557,303)	(496,921)	(492,822)	(497,000)	0.0%	0.8%
162230		Reimbursements		(4,276)	(500)	(813)	(600)	20.0%	(26.2%)
118130		Fees & Charges - Sundry (Tuia Offset)		(8,500)	(8,868)	(9,021)	0	(100.0%)	(100.0%)
		Old Accounts - Historical Data							
162030		Charges - Recycling		(101,757)	(135,812)	0		(100.0%)	-
		TOTAL OPERATING INCOME		(1,153,201)	(1,161,227)	(1,097,881)	(1,078,796)	(7.1%)	(1.7%)
		CAPITAL EXPENDITURE							
		New Assets							
160140	Various	Donnybrook Landfill Shed and Compound		0		0	125,000	-	-
		Sub Total - New Assets		0	0	0	125,000	-	-
		Asset Renewal / Refurbishment							
160140		Donnybrook Landfill Site		0		0	0	-	-
		Sub Total - Asset Renewal / Refurbishment		0	0	0	0	-	-
		TOTAL CAPITAL EXPENDITURE		0	0	0	125,000	-	-
		CAPITAL INCOME							
118450		Transfer from Reserve		0		0	(125,000)	-	-
		TOTAL CAPITAL INCOME		0	0	0	(125,000)	-	-

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 10 - COMMUNITY AMENITIES	Detail	2020/21 Budget Estimate		
		SANITATION - HOUSEHOLD REFUSE OPERATING EXPENDITURE	\$	\$		
122520		Vehicle Expenses 50% EHO Vehicle Expenses Allocated (Incl. Deprec) Fringe Benefits Tax EHO's Vehicle (50% Allocated)	3,000 1,975	4,975		
122620		Waste Management Office Expenses General Office Supplies - Telephone	650	650		
122420		Insurance Waste Management Public Liability Insurance Workers Compensation Insurance	501 1,131	1,632		
117620		Bin Kerbside Collection - Rubbish				
	W001	Kerbside Bin Pickup	115,757			
	W001	Bins - New/Replacement/Repairs	16,303			
	W001	Tip passes - printing and postage	5,000			
	W001	Kerbside Calendars - Printing and postage	3,500	140,560		
118020	W025	Bin Kerbside Collection - Organics	125,016	125,016		
117820		Waste Processing - Organics Bin Kerbside Collection - Recycling Waste Processing - Recycling	27,087 72,724 46,134	145,945		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 10 - COMMUNITY AMENITIES	Detail	2020/21 Budget Estimate		
		SANITATION - HOUSEHOLD REFUSE OPERATING EXPENDITURE	\$	\$		
		Operations:				
125520	M017	Refuse Collection - Public Bins Refuse collection of public bins Donnybrook, Balingup, Kirup & Mullalyup (W)	114,000	114,000		
117720		Rubbish Sites Maintenance				
		Donnybrook Refuse Site Maintenance				
	W002	Contract Management - Donnybrook Tip	260,000			
	W002	Green waste processing	10,000			
	W002	Building Insurance	462			
	W002	Management Order Costs	1,030			
	W002	DER Licence and DPAW Lease	6,500			
	W002	Signage	500			
	W002	E-waste costs	4,000			
	W002	Transport of Recyclables	3,000			
	W002	Degassing of refrigerants	2,000			
	W002	Household Hazardous Waste Transport	1,000			
	W002	Mattress Disposal	1,000			
	W002	Security Provisions and Fencing	1,000			
	W002	Pest Control	200			
	W018	Drum Muster Expenses	1,000			
		Continued over the page ...				

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 10 - COMMUNITY AMENITIES	Detail	2020/21 Budget Estimate		
		SANITATION - HOUSEHOLD REFUSE OPERATING EXPENDITURE	\$	\$		
117720		Balingup Transfer Station				
	W019	Operational Costs	65,000			
	W019	Transport Costs to Donnybrook Landfill Site	46,000			
	W019	Bulldozing Works	12,000			
	W019	Building Insurance	197			
	W019	Advertising / Signage	1,000			
	W019	Fencing	1,000			
	W019	E-Waste	4,000			
	W019	Weed Control	500			
	W008	Lowden Landfill Site - Rehabilitation	1,000			
	W007	Mumballup Landfill Site - Rehabilitation	1,000			
				423,389		
134220		Rural Recycling - Shire Staff				
	W021	Balingup Community Recycling Service	2,500	2,500		
193220		Administration Salary Directly Allocated	6,913	6,913		
125620		General Administration Costs Reallocated	2,877	2,846		
117920		Other Refuse Removal				
	W004	Collection of refuse from Tuia Lodge (W) - moved to T136 Sch8	0	0		
136020		Regional Waste Management				
		Contribution to Regional Waste Solution SWRWG	3,398	3,398		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 10 - COMMUNITY AMENITIES	Detail	2020/21 Budget Estimate		
		SANITATION - HOUSEHOLD REFUSE OPERATING INCOME	\$	\$		
118030		Fees & Charges - Kerbside Bin Services Collection Services	(570,696)	(570,696)		
120030		Fees & Charges - Refuse Site Donnybrook Refuse charges at Dbk Refuse Site - as per fee schedule	(10,000)	(10,000)		
104030		Fees & Charges - Refuse Site Balingup Refuse charges at Bln Refuse Site - as per fee schedule	(500)	(500)		
118330		Fees & Charges - Waste Management Levy Waste Management Levy	(497,000)	(497,000)		
162230		Reimbursements Drum Muster payment for recycled chemical containers	(600)	(600)		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 10 - COMMUNITY AMENITIES	Detail	2020/21 Budget Estimate		
160140	W028 W029	SANITATION - HOUSEHOLD REFUSE CAPITAL EXPENDITURE	\$	\$		
		New Assets:				
		Infrastructure - Donnybrook Refuse Site Closure Study Rehabilitation / Capping	25,000 100,000	125,000		
118450		Asset Renewal / Refurbishment:				
		CAPITAL INCOME Transfer from Waste Management Reserve	(125,000)	(125,000)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 10 - Community Amenities	Note	#REF!	2018/19		2020/21	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		OTHER SANITATION		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
176200		Salaries - Ranger		1,267		1,180	0	-	(100.0%)
176220		Superannuation - Ranger		279		220	0	-	(100.0%)
119020	R042	Litter Control Other		4,566	4,000	829	4,000	-	382.5%
		Sub Total - Operations		6,112	4,000	2,229	4,000	-	79.5%
		TOTAL OPERATING EXPENDITURE		6,112	4,000	2,229	4,000	-	79.5%
		OPERATING INCOME							
119330		Fees & Charges - Fines		0	(200)	0	(200)	-	-
		TOTAL OPERATING INCOME		0	(200)	0	(200)	-	-

BUDGET SUPPORTING NOTES

Account Number	Job/Plant Number	SCHEDULE 10 - COMMUNITY AMENITIES	Detail	2020/21 Budget Estimate		
		OTHER SANITATION	\$	\$		
		OPERATING EXPENDITURE				
119020	R042	Litter Control Other				
		General Litter control expenses (W) (Including Road sides and Reserves Pickup)	4,000	4,000		
		OPERATING INCOME				
119330		Fees & Charges - Fines				
		Litter Fines & Penalties	(200)	(200)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 10 - Community Amenities	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		URBAN STORMWATER DRAINAGE		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
120120	R014	Balingup Drain		774	3,000	1,097	1,500	(50.0%)	36.7%
120020	R010	Noneycup Creek		4,196	5,000	5,298	6,000	20.0%	13.3%
150470	R141	Blackwood River		0	0	0	2,000	-	-
150570	R142	Preston River		0	0	0	2,000	-	-
		Sub Total - Operations		4,970	8,000	6,395	11,500	43.8%	79.8%
		TOTAL OPERATING EXPENDITURE		4,970	8,000	6,395	11,500	43.8%	79.8%

BUDGET SUPPORTING NOTES

Account Number	Job/Plant Number	SCHEDULE 10 - COMMUNITY AMENITIES	Detail	2020/21 Budget Estimate		
		URBAN STORMWATER DRAINAGE	\$	\$		
		OPERATING EXPENDITURE				
120120	R014	Balingup Drain Maintenance of Balingup Drain (W)	1,500	1,500		
120020	R010	Noneycup Creek Maintenance Maintenance of Noneycup Creek (W)	6,000	6,000		
150470	R141	Blackwood River Maintenance Blackwood River (W)	2,000	2,000		
150570	R142	Preston River Maintenance Preston River (W)	2,000	2,000		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 10 - Community Amenities	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		PROTECTION OF THE ENVIRONMENT		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
156120		Environmental Officer Salaries		5,351	19,373	5,830	5,694	(70.6%)	(2.3%)
156220		Environmental Officer Superannuation		547	1,840	599	541	(70.6%)	(9.7%)
153320		Environmental Officer - Office Expenses		17,825	28,452	27,103	763	(97.3%)	(97.2%)
120720	Various	Landcare Development		5,117	13,504	10,138	14,000	3.7%	38.1%
115220		Noise Management		19,118	0	15,554	0	-	(100.0%)
175020	R091	North Balingup Reserves		553	1,500	2,097	1,500	-	(28.5%)
136120		Abandoned Vehicles		974	1,000	0	500	(50.0%)	-
159020		Environmental Officer - Employee Provisions		(7,173)	0	1,583	0	-	(100.0%)
142070		Administration Salaries Reallocated			0		958	-	-
142170		General Administration Costs Reallocated			0		3,676	-	-
		Sub Total - Operations		42,312	65,669	62,905	27,632	(57.9%)	(56.1%)
		TOTAL OPERATING EXPENDITURE		42,312	65,669	62,905	27,632	(57.9%)	(56.1%)
		OPERATING INCOME							
111410		Fees & Charges - Sundry		0	0	0	(800)	-	-
		Old Accounts - Historical Data							
120930		Contribution & Fees		(849)	(1,000)	(1,499)	0	(100.0%)	(100.0%)
160330		Transfer from Carried Forward Projects Reserve		0	0	(6,000)	0	-	(100.0%)
		TOTAL OPERATING INCOME		(849)	(1,000)	(7,499)	(800)	(20.0%)	(89.3%)

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 10 - COMMUNITY AMENITIES	Detail	2020/21 Budget Estimate		
		PROTECTION OF THE ENVIRONMENT	\$	\$		
		OPERATING EXPENDITURE				
156120		Administration Salaries Allocated Administration Salaries allocated to Program (Environmental Officer)	5,694	5,694		
156220		Administration Superannuation Allocated Administration Superannuation allocated to Program (Environmental Officer)	541	541		
153320		Environmental Officer - Office Expenses Miscellaneous office expenses relating to EO (incl. Uniform) Workers Compensation Insurance Public Liability Insurance	300 228 235	763		
120720		Landcare Development / Environmental Planning				
	E1013	Environmental Initiatives	3,000			
	E1014	Passive Reserves Management (Shire)	11,000			
	E1011	WALGA Env. Management Tool		14,000		
175020	R091	North Balingup Reserve (Racecourse Reserve) (W) General maintenance allocation for weed eradication, rehabilitation and minor works (staff labour, overheads and plant)	1,500	1,500		
136120		Abandoned Vehicles Provision for Towing or Removal of Abandoned Vehicles	500	500		
142070		Administration Salary Reallocated	958	958		
142170		General Administration Costs Reallocated	3,753	3,676		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 10 - COMMUNITY AMENITIES	Detail	2020/21 Budget Estimate		
		PROTECTION OF THE ENVIRONMENT	\$	\$		
		OPERATING INCOME				
113730		Government Grants No grants identified	0	0		
111410		Fees & Charges - Sundry	0	0		
120930		Fees & Charges - Vehicle Impounding Charges for impounded vehicles	(800)	(800)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 10 - Community Amenities	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		TOWN PLANNING AND REGIONAL DEVELOPMENT		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
121220		Salaries		119,783	139,728	160,424	145,866	4.4%	(9.1%)
171020		Superannuation		11,364	13,505	11,353	14,465	7.1%	27.4%
161720		Employee Insurance - Workers Compensation		0	0	0	5,835	-	-
120520		Training / Conferences		750	0	0	2,000	-	-
121620		Vehicle Expenses		15,977	15,000	19,168	16,250	8.3%	(15.2%)
171820		Employee Provisions		(5,350)	0	(7,138)	0	-	(100.0%)
120220		Legal Expenses		851	6,000	12,506	8,000	33.3%	(36.0%)
170220		Planning Scheme Amendment Costs		1,464	0	601	1,000	-	66.3%
149020		Consultancy Fees		2,923	10,000	4,752	9,000	(10.0%)	89.4%
152420		Recruitment Expenses		3,130	5,000	205	1,000	(80.0%)	387.8%
121420		Town Planning Office Expenses		8,391	10,076	4,606	1,694	(83.2%)	(63.2%)
122720		Town Planning Advertising costs		0	2,000	0	2,000	-	-
121720		Land Use Planning		0	5,000	0	9,000	80.0%	-
106060		Admin Salaries Reallocated		9,667	0	9,183	0	-	(100.0%)
106160		Admin Super Reallocated		967	0	918	0	-	(100.0%)
106260		Admin Employee Costs Reallocated		3,974	9,859	13,081	53,778	445.5%	311.1%
106360		Computer Costs Reallocated		6,230	8,030	6,889	0	(100.0%)	(100.0%)
106460		Admin Building Costs Reallocated		3,521	4,663	3,907	0	(100.0%)	(100.0%)
106560		General Admin Costs Reallocated		5,795	6,598	5,620	23,967	263.2%	326.5%
		Sub Total - Operations		189,436	235,459	247,606	293,855	24.8%	18.7%
		New Assets							
160520		Furniture and Equipment under threshold		0	1,000	0	1,000	-	-
		Sub Total - New Assets		0	1,000	0	1,000	-	-
		TOTAL OPERATING EXPENDITURE		189,436	236,459	247,606	294,855	24.7%	19.1%
		OPERATING INCOME							
122230		Fees & Charges - Applications		(37,331)	(20,000)	(16,964)	(27,640)	38.2%	62.9%
122430		Reimbursements		0	(500)	0	(500)	-	-
122220		P/I Sale of Assets		9,157	0	0	(5,611)	-	-
		Old Accounts - Historical Data							
122030		Planning Fees & Charges - Rezoning		(5,500)	(2,640)	(3,500)		(100.0%)	(100.0%)
		TOTAL OPERATING INCOME		(33,674)	(23,140)	(20,464)	(33,751)	45.9%	64.9%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 10 - Community Amenities	Note	2018/19	2019/20		2020/2021	Variance Budget Prior Yr	Variance Actual Prior Yr
				Actual	Budget	Forecast Estimate	Budget Estimate		
		TOWN PLANNING AND REGIONAL DEVELOPMENT		\$	\$	\$	\$		
		CAPITAL EXPENDITURE							
		Asset Renewal							
122740		Purchase of Plant and Equipment		40,617	0	0	31,220	-	-
		Sub Total - Asset Renewal		40,617	0		31,220	-	-
		TOTAL CAPITAL EXPENDITURE		40,617	0	0	31,220	-	-
		CAPITAL INCOME							
123250		Sale of Plant and Equipment		(9,545)	0	0	(37,795)	-	-
123350		Transfer from Plant Reserve		(31,072)	0	0	0	-	-
		TOTAL CAPITAL INCOME		(40,617)	0	0	(37,795)	-	-

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 10 - COMMUNITY AMENITIES	Detail	2020/21 Budget Estimate		
		TOWN PLANNING AND REGIONAL DEVELOPMENT OPERATING EXPENDITURE	\$	\$		
121220		Salaries (Principal Planner / Project Officer) & PA				
		Salary for Principal Planner	113,989			
		Development Services PA	9,733			
		Environmental Officer	1,898			
		Exec. Manager Operations	20,246			
			0	145,866		
171020		Superannuation (Principal Planner / Project Officer) & PA				
		Superannuation Principal Planner	10,829			
		Development Services PA	925			
		Environmental Officer	180			
		Exec. Manager Operations	2,531			
			0	14,465		
161720		Employee Insurance - Workers Compensation				
		Workers compensation insurance on Salaries	5,835	5,835		
120520		Town Planning Conference Expenses				
		Professional Development - Planning	2,000	2,000		
120220		Legal Expenses				
		Professional services for representation	8,000	8,000		
121420		Office Expenses (Town Planning)				
		Public Liability Insurance	894			
		Other	800			
				1,694		
122720		Advertising Costs				
			2,000	2,000		
121620		Motor Vehicle Expenses				
		Vehicle Running Expenses - Principal Planner's Vehicle	8,000			
		Fringe Benefits Taxation - Principal Planner's Vehicle	8,250	16,250		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 10 - COMMUNITY AMENITIES	Detail	2020/21 Budget Estimate		
		TOWN PLANNING AND REGIONAL DEVELOPMENT OPERATING EXPENDITURE	\$	\$		
170220		Scheme Amendment (Advert) Cost of advertising Amendments to Town Planning Scheme	1,000	1,000		
149020		Town Planning Relief Staff	9,000	9,000		
121720		Consultancy Fees - TPS Review	9,000	9,000		
152420		Recruitment Expenses	1,000	1,000		
106260		Administration Employee Costs Reallocated	53,778	53,778		
106560		General Administration Costs Reallocated	24,279	23,967		
		New Assets:				
160520		Furniture and Equipment (Under Threshold) Miscellaneous Furniture & Equipment (under capitalisation threshold)	1,000	1,000		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 10 - COMMUNITY AMENITIES	Detail	2020/21 Budget Estimate		
		TOWN PLANNING AND REGIONAL DEVELOPMENT OPERATING INCOME	\$	\$		
122230		Fees & Charges - Applications				
		Charges for Rezoning / Scheme Amendments	(2,640)			
		Charges for Development Applications & Subdivisional Clearance	(25,000)	(27,640)		
122220		P/L Sale of Assets				
		DB463 Town Planning Vehicle	(5,611)	(5,611)		
122430		Reimbursements				
		Advertising costs recovered	(500)	(500)		
		CAPITAL EXPENDITURE				
		Asset Renewal				
122740		Purchase Plant Equipment				
		Replace DB463	31,220	31,220		
		CAPITAL INCOME				
123250		Sale of Plant & Equipment	(37,795)	(37,795)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 10 - Community Amenities	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		OTHER COMMUNITY AMENITIES		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
123020	R001	Donnybrook Cemetery Maintenance		53,489	63,916	63,183	64,000	0.1%	1.3%
123120	R002	Balingup Cemetery Maintenance		18,212	26,800	19,327	26,200	(2.2%)	35.6%
149320	R034	Upper Preston Cemetery Maintenance		5,124	14,659	4,816	10,018	(31.7%)	108.0%
123220	B012	Public Conveniences		193,007	196,869	203,927	196,788	(0.0%)	(3.5%)
124040	B030	Village Green Toilets		25,543	12,670	1,465	6,208	(51.0%)	323.8%
123420		Tidy Towns		0	510	0	500	(2.0%)	-
123720		Depreciation		13,536	14,908	12,336	13,457	(9.7%)	9.1%
152320		Salaries		0		0	13,500	-	-
158820		Superannuation		0		0	1,688	-	-
161420		Employee Insurance - Workers Compensation		0		0	540	-	-
142270		Administration Salaries Reallocated		0		0	2,072	-	-
142370		General Administration Costs Reallocated		0		0	1,037	-	-
198620		Major Project Management Costs Reallocated		0		0	10,356	-	-
		Sub Total - Operations		311,644	332,332	306,091	346,364	4.2%	13.2%
		Asset Renewal / Refurbishment							
123220		Public Conveniences			0	0	0	-	-
		Sub Total - Asset Renewal / Refurbishment		0	0	0	0	-	-
		TOTAL OPERATING EXPENDITURE		311,644	332,332	306,091	346,364	4.2%	13.2%
		OPERATING INCOME							
123730		Fees & Charges - Cemeteries - Donnybrook		(20,799)	(22,000)	(27,939)	(23,000)	4.5%	(17.7%)
123830		Fees & Charges - Cemeteries - Balingup		(4,945)	(5,000)	(68)	(2,000)	(60.0%)	2833.4%
109430		Fees & Charges - Cemeteries - Upper Preston		(5,655)	(2,500)	(75)	(2,000)	(20.0%)	2565.2%
		Old Accounts - Historical Data							
124130		Charges - Community Bus		(521)	(500)	0		(100.0%)	-
		TOTAL OPERATING INCOME		(31,921)	(30,000)	(28,082)	(27,000)	(10.0%)	(3.9%)

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 10 - Community Amenities	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		OTHER COMMUNITY AMENITIES		\$	\$	\$	\$		
		CAPITAL EXPENDITURE							
		Asset Upgrade							
109640	R085	Cemeteries - Infrastructure		7,090	15,000	2,800	15,000	-	435.7%
109650	Various	Public Toilets		0	28,254	7,254	170,000	501.7%	2243.6%
111240		Apple Fun park Upgrades		0	1,500,000	3,588	0	(100.0%)	(100.0%)
111250	R117	Meldene Park		0	6,000	0	0	(100.0%)	-
		Sub Total - Asset Upgrade		7,090	1,549,254	13,641	185,000	(88.1%)	1256.2%
		TOTAL CAPITAL EXPENDITURE		7,090	1,549,254	13,641	185,000	(88.1%)	1256.2%
		CAPITAL INCOME							
124050		Grants		0	(1,500,000)	(8,488)	(170,000)		
172850		Transfer from Reserve		0	(28,254)	(7,254)	0	(100.0%)	(100.0%)
				0	(1,528,254)	(15,741)	(170,000)	(88.9%)	980.0%

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 10 - COMMUNITY AMENITIES	Detail	2020/21 Budget Estimate		
		OTHER COMMUNITY AMENITIES	\$	\$		
		OPERATING EXPENDITURE				
123020		Donnybrook Cemetery Maintenance (W)				
	R001	General Maintenance of Cemetery Grounds & Grave Digging	55,072			
	R001	Building Insurance	218			
	R001	Aged Care Services Allocated	8,710			
				64,000		
123120		Balingup Cemetery Maintenance (W)				
	R002	General Maintenance of Cemetery Grounds & Grave Digging including pruning of shaped hedges	23,231			
	R002	Building Insurance	66			
	R002	Aged Care Services Allocated	2,903			
				26,200		
149320		Upper Preston Cemetery Maintenance (W)				
	R034	General Maintenance of Cemetery Grounds & Grave Digging	9,997			
	R034	Building Insurance	21			
				10,018		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES				2020/21 Budget Estimate		
Account Number	Job/Plant Number	SCHEDULE 10 - COMMUNITY AMENITIES	Detail			
		OTHER COMMUNITY AMENITIES OPERATING EXPENDITURE	\$	\$		
123220		Public Conveniences (W)				
	B012	Cleaning wages & overheads	138,791			
	B012	Allocation of plant usage	5,488			
	B012	Materials	42,038			
	B012	Contractors	9,012			
	B012	Building insurance	1,459			
				196,788		
124040		Village Green Toilets (W)				
	B030	Miscellaneous Building Maintenance Costs	6,000			
	B030	Building Insurance on Village Green Toilets	208			
				6,208		
123420		Tidy Towns				
		Contribution to Tidy Towns activities	500	500		
152320		Salaries	13,500	13,500		
158820		Superannuation	1,688	1,688		
161420		Employee Insurance - Workers Compensation	540	540		
142270		Administration Salaries Reallocated	2,072	2,072		
142370		General Administration Costs Reallocated	1,050	1,037		
198620		Major Project Management Costs Reallocated	10,356	10,356		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 10 - COMMUNITY AMENITIES	Detail	2020/21 Budget Estimate		
		OTHER COMMUNITY AMENITIES	\$	\$		
		OPERATING INCOME				
123730		Fees & Charges - Cemeteries - Donnybrook Donnybrook Cemetery Fees & Charges	(23,000)	(23,000)		
123830		Fees & Charges - Cemeteries - Balingup Balingup Cemetery Fees & Charges	(2,000)	(2,000)		
109430		Fees & Charges - Cemeteries - Upper Preston Upper Preston Cemetery Fees & Charges	(2,000)	(2,000)		
BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 10 - COMMUNITY AMENITIES	Detail	2020/21 Budget Estimate		
		OTHER COMMUNITY AMENITIES	\$	\$		
		CAPITAL EXPENDITURE				
		Asset Upgrade / Improvements as per Works Schedule				
109640	R085	Donnybrook Cemetery	15,000	15,000		
109650		Public Toilets				
	B300	Main Street - Donnybrook	110,000			
	B301	Kirup	20,000			
	B302	Balingup	40,000	170,000		
		CAPITAL INCOME				
124050		Government Grants				
		Public Toilet Upgrades - Main St, Dbk	(110,000)			
		Public Toilet Upgrades - Kirup	(20,000)			
		Public Toilet Upgrades - Balingup	(40,000)	(170,000)		

SCHEDULE 11 - RECREATION AND CULTURE - PROGRAM SUMMARY

	2018/19	2019/20		2020/2021	Variance	Variance
	Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
OPERATING EXPENDITURE	\$	\$	\$	\$		
Public Halls - Operations	200,654	225,774	215,270	222,748	(1.3%)	3.5%
Public Halls - New Assets	1,279	0	0	0	-	-
Public Halls - Asset Renewal / Refurbishment	34,220	0	0	0	-	-
Other Recreation & Sport - Operations Parks, Gardens	1,898,534	1,916,465	1,679,140	1,993,030	4.0%	18.7%
Other Recreation & Sport - Asset Renewal, Parks, Gardens	0	58,500	0	0	(100.0%)	-
Other Recreation & Sport - Operations, Dbk Rec Centre	609,491	648,263	639,712	726,408	12.1%	13.6%
Libraries - Operations	326,811	518,977	330,001	375,478	(27.7%)	13.8%
Other Culture - Operations	68,564	77,218	53,391	261,163	238.2%	389.2%
TOTAL OPERATING EXPENDITURE	3,139,554	3,445,197	2,917,513	3,578,827	3.9%	22.7%
OPERATING INCOME						
Public Halls	(15,739)	(13,492)	(12,660)	(15,200)	12.7%	20.1%
Other Recreation & Sport - Operations Parks, Gardens	(58,322)	(100,531)	(58,101)	(23,180)	(76.9%)	(60.1%)
Other Recreation & Sport - Operations, Dbk Rec Centre	(173,027)	(189,700)	(206,462)	(219,071)	15.5%	6.1%
Libraries	(9,961)	(34,100)	(4,360)	(20,900)	(38.7%)	379.3%
Other Culture	(14,830)	(13,835)	(14,999)	(67,898)	390.8%	352.7%
TOTAL OPERATING INCOME	(271,878)	(351,658)	(296,582)	(346,249)	(1.5%)	16.7%
CAPITAL EXPENDITURE						
Public Halls - New Assets	216,290	0	5,878	0	-	(100.0%)
Public Halls - Asset Renewal / Refurbishment	0	88,944	50,279	0	(100.0%)	(100.0%)
Other Recreation & Sport - Asset Renewal / Refurbishment	10,381	48,348	41,684	1,440,000	2878.4%	3354.6%
Other Recreation & Sport - Asset Upgrade / Improvements	3,688	150,656	75,734	297,500	97.5%	292.8%
Other Recreation & Sport - New Assets	15,850	43,804	17,559	455,588	940.1%	2494.6%
Other Recreation & Sport - Financing	8,660	8,660	8,899	9,144	5.6%	2.8%
Other Recreation & Sport - Asset Renewal - Dbk Rec Centre	94,457	93,086	36,988	143,530	54.2%	288.0%
Other Recreation & Sport - Asset Upgrade - Dbk Rec Centre	0	0	0	0	-	-
Other Recreation & Sport - New Assets - Dbk Rec Centre	0	13,900	0	5,800	(58.3%)	-
Other Recreation & Sport - Financing, Dbk Rec Centre	0	0	16,032	14,645	-	(8.7%)
Libraries - Asset Upgrade / Improvements	600	5,000	2,459	1,250	(75.0%)	(49.2%)
Other Culture - New Assets	22,374	1,977,728	23,030	1,915,671	(3.1%)	8218.2%
TOTAL CAPITAL EXPENDITURE	372,301	2,430,126	278,541	4,283,128	76.3%	1437.7%
CAPITAL INCOME						
Public Halls	(205,374)	(88,944)	(50,279)	0	(100.0%)	(100.0%)
Donnybrook Recreation Centre	0	0	0	(149,330)	-	-
Other Recreation & Sport	(97,815)	(321,904)	(149,632)	(2,149,144)	567.6%	1336.3%
Libraries		(1,000)	0	0		
Other Culture	(200,000)	(1,977,728)	(177,729)	(1,915,671)		
TOTAL CAPITAL INCOME	(503,188)	(2,389,576)	(377,639)	(4,214,145)	76.4%	1015.9%
RECREATION AND CULTURE - TOTAL EXPENDITURE	3,511,855	5,875,323	3,196,054	7,861,955	33.8%	146.0%
RECREATION AND CULTURE - TOTAL INCOME	(775,066)	(2,741,234)	(674,222)	(4,560,394)	66.4%	576.4%
	2,736,788	3,134,089	2,521,833	3,301,561	5.3%	30.9%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 11 - Recreation and Culture	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		PUBLIC HALLS, CIVIC CENTRES							
		OPERATING EXPENDITURE							
124120	B009	Public Halls - Donnybrook		29,776	33,910	36,706	29,780	(12.2%)	(18.9%)
124220	B010	Public Halls - Balingup		14,813	19,655	19,307	15,216	(22.6%)	(21.2%)
124320	B085	Public Halls - Kirup		405	6,677	5,091	3,903	(41.5%)	(23.3%)
124420		Public Halls - Noggerup		4,269	5,990	5,130	3,411	(43.1%)	(33.5%)
124620		Public Halls - Newlands		978	3,588	1,827	2,488	(30.7%)	36.2%
124720	B088	Public Hall- Brookhampton		3,414	5,462	4,468	3,142	(42.5%)	(29.7%)
124820	B090	Public Hall - Yabberup		2,754	5,492	3,141	3,102	(43.5%)	(1.2%)
124520		Depreciation - Halls		143,898	145,000	139,088	151,733	4.6%	9.1%
124920		Building Insurance (Halls)		348	0	0	0	-	-
125420		Gen Admin Allocated - Halls		0	0	511	0	-	-
143570		Administration Salaries Re-allocated		0	0	0	7,993	-	-
143670		General Administration Costs Re-allocated		0	0	0	1,980	-	-
		Sub Total - Operations		200,654	225,774	215,270	222,748	(1.3%)	3.5%
		New Assets							
124120		Public Halls Donnybrook		1,279	0	0	0	-	-
		Sub Total - New Assets		1,279	0	0	0	-	-
		Asset Renewal / Refurbishment							
124120		Public Halls Donnybrook		29,220	0	0	0	-	-
124320		Public Halls Kirup		5,000	0	0	0	-	-
		Sub Total - Asset Renewal / Refurbishment		34,220	0	0	0	-	-
		TOTAL OPERATING EXPENDITURE		236,153	225,774	215,270	222,748	(1.3%)	3.5%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 11 - Recreation and Culture	Note	2018/19	2019/20		2020/2021 Budget Estimate	Variance Budget Prior Yr	Variance Actual Prior Yr
				Actual	Budget	Forecast Estimate			
		PUBLIC HALLS, CIVIC CENTRES							
		OPERATING INCOME							
124330		Fees & Charges - Donnybrook Hall Hire		(12,474)	(9,492)	(9,535)	(12,000)	(33.3%)	25.3%
124430		Fees & Charges - Balingup Hall Hire		(1,069)	(1,500)	(798)	(1,000)	-	23.0%
170530		Fees & Charges - Property Leases		(2,195)	(2,000)	(1,625)	(2,000)	(60.0%)	-
124530		Fees & Charges - Sundry		0	(500)	0	(200)	-	-
124730		Transfer from Reserve		0	0	(702)	0	-	-
124830		Reimbursements		0	0	0	0	-	-
		TOTAL OPERATING INCOME		(15,739)	(13,492)	(12,660)	(15,200)	12.7%	20.1%
Account Number	Job/Plant Number	Schedule 11 - Recreation and Culture	Note	2018/19 Actual	2019/20 Budget Forecast Estimate		2020/2021 Budget Estimate	Variance Budget Prior Yr	Variance Actual Prior Yr
		PUBLIC HALLS, CIVIC CENTRES							
		CAPITAL EXPENDITURE							
		New Assets							
125840		Balingup Hall		210,866	0	5,878	0	-	(100.0%)
128640		Halls - Other Infrastructure		5,424	0	0	0	-	-
		Sub Total - New Assets		216,290	0	5,878	0	-	(100.0%)
		Asset Renewal / Refurbishment							
110640		Public Halls		0	88,944	50,279	0	(100.0%)	(100.0%)
124220								-	-
		Sub Total - Asset Renewal / Refurbishment		0	88,944	50,279	0	(100.0%)	(100.0%)
		TOTAL CAPITAL EXPENDITURE		216,290	88,944	56,157	0	(100.0%)	(100.0%)
		CAPITAL INCOME							
125750		Transfer from Building Reserve Fund - AMP		(200,000)	(88,944)	(50,279)	0	(100.0%)	(100.0%)
104650		Grants (Capital) - Assets		(5,374)	0	0	0	-	-
		TOTAL CAPITAL INCOME		(205,374)	(88,944)	(50,279)	0	(100.0%)	(100.0%)

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
124120		PUBLIC HALLS, CIVIC CENTRES OPERATING EXPENDITURE				
		Public Halls - Donnybrook				
	B009	Cleaner Wages	4,835			
	B009	Cleaning Superannuation	459			
	B009	Cleaning materials	1,000			
	B009	Electricity	4,500			
	B009	Water & Gas supplies	3,500			
	B009	Sewerage Rates	1,100			
	B009	Equipment Service & Repairs	1,000			
	B009	Sanitary Service	500			
	B009	Public Liability Insurance	36			
	B009	Workers Compensation Insurance (Cleaner)	193			
	B009	Building Insurance	7,657			
	B009	Termite Control Programme	500			
B009	Miscellaneous Building Maintenance	4,500				
				29,780		
124220		Public Halls - Balingup				
		General Maintenance:				
	B010	Cleaner Wages	4,708			
	B010	Cleaner Superannuation	447			
	B010	Cleaning materials	1,000			
	B010	Sanitary Service	200			
	B010	Electricity & Water supplies	1,650			
	B010	Water	570			
	B010	Fire Extinguisher servicing	200			
	B010	Termite inspection and treatment	500			
	B010	Workers Comp	188			
	B011	Public Liability	42			
	B010	Building Insurance	2,211			
	B010	Miscellaneous Building Maintenance	3,500			
				15,216		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES							
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate			
124320	B085	PUBLIC HALLS, CIVIC CENTRES					
		OPERATING EXPENDITURE					
		Public Halls - Kirup					
		General Maintenance Allocation	500				
		Contribution	1,530				
		Building Insurance	773				
		Annual termite inspection arranged by Shire and ESL Charges	300				
124420	B085	Public Halls - Noggerup					
		General Maintenance allocation	500				
		Contribution	1,530				
		Building Insurance	781				
		Annual termite inspection arranged by Shire and ESL Charges	300				
		Fire equipment servicing	300				
		Annual stump inspection	500				
124620	B085	Public Halls - Newlands					
		Building Insurance	358				
		Annual termite inspection arranged by Shire and ESL Charges	300				
		Fire equipment servicing	300				
		Contribution	1,530				

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
124720	B088	PUBLIC HALLS, CIVIC CENTRES OPERATING EXPENDITURE				
		Public Hall- Brookhampton				
		General Maintenance Allocation	500			
		Building Insurance	512			
		Annual termite inspection	300			
		Contribution	1,530			
		Fire equipment servicing	300			
				3,142		
124820	B090	Public Hall - Yabberup				
		General Maintenance Allocation	500			
		Building Insurance	472			
		Annual termite inspection arranged by Shire and ESL Charges	300			
		Contribution	1,530			
		Fire equipment servicing	300			
				3,102		
143570		Administration Salaries Reallocated	7,993	7,993		
143670		General Administration Costs Reallocated	1,995	1,980		
BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
124330		PUBLIC HALLS, CIVIC CENTRES OPERATING INCOME				
		Fees & Charges - Donnybrook Hall Hire				
		Donnybrook Hall Hire Charges	(12,000)	(12,000)		
		Fees & Charges - Balingup Hall Hire				
		Balingup Hall Hire Charges	(1,000)	(1,000)		
170530		Fees & Charges - Property Leases				
		Rental received from Balingup physiotherapy room	(2,000)	(2,000)		
124530		Fees & Charges - Sundry				
		Miscellaneous Hall Equipment hire charges	(200)	(200)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 11 - Recreation and Culture	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		OTHER RECREATION AND SPORT		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
		Parks and Reserves							
126420	Various	Parks & Reserves General		642,736	646,724	570,813	642,718	(0.6%)	12.6%
127120	Various	Balingup Parks & Reserves		262,695	202,384	217,575	223,930	10.6%	2.9%
177120	Various	Kirup Parks & Reserves		35,840	35,772	32,023	36,521	2.1%	14.0%
157220	B073	Horseman's Club - Beelerup		300	200	172	200	-	16.2%
177220	R019	Noggerup Park		3,244	6,336	4,156	6,336	-	52.5%
126620	Various	Egan Park		80,834	82,451	59,378	84,323	2.3%	42.0%
126720	Various	Mitchell Park		68,356	72,367	90,830	68,717	(5.0%)	(24.3%)
126920	R007	Mitchell Park - Tennis Club		686	315	650	1,289	309.2%	98.4%
126520	B015	Balingup Recreation Centre		3,136	2,468	6,001	5,668	129.7%	(5.5%)
127020		Depreciation		788,780	862,558	710,578	775,176	(10.1%)	9.1%
154820		Donations - Recreational Activities		76	0	0	0	-	-
156420		Donations - Recreational Facilities		3,238	0	0	0	-	-
128120		Interest on Loans		2,134	1,941	1,569	1,695	(12.7%)	8.0%
157920		Bank Charges on Loans		283	449	749	468	4.2%	(37.5%)
156520	R051	Donnybrook Walk Trails		1,882	2,500	130	2,500	-	1823.1%
126120		Employee Provisions - Rec		4,313	0	(16,164)	0	-	(100.0%)
127820		Gen Admin Allocated - Other Rec		0	0	681	0	-	(100.0%)
142470		Administration Salaries Re-Allocated		0	0	0	10,364	-	-
142570		General Administration Costs Re-allocated		0	0	0	4,287	-	-
198920		Major Project Management Costs Reallocated		0	0	0	128,838	-	-
		Sub Total - Operations, Parks and Reserves		1,898,534	1,916,465	1,679,140	1,993,030	4.0%	18.7%
		Asset Renewal / Refurbishment							
126620		Various Ovals, Mitchell Park, Egan Park & Balingup			7,500	0	0	(100.0%)	-
126720		Mitchell Park Asset Renewal			51,000	0	0		
		Sub Total - Asset Renewal / Refurbishment		0	58,500	0	0	(100.0%)	-

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 11 - Recreation and Culture	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		OTHER RECREATION AND SPORT OPERATING INCOME		\$	\$	\$	\$		
		Parks and Reserves							
113310		Grants - Programs		0	0	(20,000)	0	-	(100.0%)
127330		Fees & Charges - Property Leases (Egan Park)		(1,706)	(2,128)	(1,219)	(2,128)	-	74.5%
127630		Fees & Charges - Property Leases (Mitchell Park)		(11,332)	(13,228)	(6,540)	(13,228)	(0.0%)	102.3%
127730		Fees & Charges - Property Leases (Mitchell Park Tennis)		(1,425)	(1,425)	(1,453)	(1,425)	-	(1.9%)
130430		Fees & Charges - Property Leases (Balingup Recreation Centre)		(1,000)	(1,000)	(500)	(1,000)	0.0%	100.0%
128030		Fees & Charges - Reserve Hire		(1,510)	(1,756)	(100)	(1,756)	-	1656.0%
123230		Donations - Fun park		(1,802)	0	(1,127)	(1,000)	-	(11.2%)
115830		Grants - Programs		(35,950)	(77,500)	0	0	(100.0%)	-
128530		Reimbursements		(1,417)	(803)	(792)	(480)	(40.2%)	(39.4%)
130130		Transfer from Carried Forward Projects Reserve		0	0	(24,429)	0	-	(100.0%)
127230		Reimbursements - SS Loan Interest		(2,180)	(2,691)	(1,941)	(2,163)	(19.6%)	11.5%
		TOTAL OPERATING INCOME		(58,322)	(100,531)	(58,101)	(23,180)	(76.9%)	(60.1%)
		CAPITAL EXPENDITURE							
		Asset Renewal / Refurbishment							
178240		Mitchell Park Buildings		0	48,348	41,684	0		
101940	R119	Apple Funpark Renewal		4,900	0	0	1,420,000		
109840	Various	Other Infrastructure - Donnybrook		0	0	0	10,000	-	-
107140	Various	Other Infrastructure - Balingup		5,481	0	0	10,000		
		Sub Total - Asset Renewal / Refurbishment		10,381	48,348	41,684	1,440,000	2878.4%	3354.6%
		Asset Upgrade / Improvements							
126820	R032	Park Equipment		0	140,656	75,734	15,000	(89.3%)	(80.2%)
107240		Buildings Balingup Oval		0	0	0	0	-	-
106940	R040	Reserve Street Fun park Development		3,688	10,000	0	7,500	(25.0%)	-
180240		Infrastructure Egan Park		0	0	0	0	-	-
189140	Various	Infrastructure - Pathways		0	0	0	80,000	-	-
189240	Various	Infrastructure Other - Kirup		0	0	0	60,000	-	-
189340	R137	Infrastructure - Bridges		0	0	0	135,000	-	-
		Sub Total - Asset Upgrade / Improvements		3,688	150,656	75,734	297,500	97.5%	292.8%
		New Assets							
102840	B082	Balingup Recreation Centre - Buildings		0	30,804	8,336	0	(100.0%)	(100.0%)
182140	R112	Parks and Gardens Infrastructure		5,000	5,000	0	0	(100.0%)	-
111840	Various	Other Infrastructure - Donnybrook		10,850	8,000	9,224	305,588	3719.9%	3213.1%
112140		Other Infrastructure - Balingup		0	0	0	150,000	-	-
		Sub Total - New Assets		15,850	43,804	17,559	455,588	940.1%	2494.6%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 11 - Recreation and Culture	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		OTHER RECREATION AND SPORT CAPITAL EXPENDITURE		\$	\$	\$	\$		
		Financing							
173040		Payment of Proceeds Self Supporting Loan		0		0	0	-	-
178740		Loan Principal Repayment		8,660	8,660	8,899	9,144	5.6%	2.8%
		Sub Total - Financing		8,660	8,660	8,899	9,144	5.6%	2.8%
		TOTAL CAPITAL EXPENDITURE		38,579	251,468	143,876	2,202,232	775.8%	1430.7%
		CAPITAL INCOME							
171050		Grants (Capital) - Assets		0	(29,448)	(29,448)	(2,115,000)	7082.2%	7082.2%
170850		Contributions(Capital) - Assets		0	0	0	0	-	-
104750		Government Grants - Community Facilities Grant		(5,000)	(5,000)	0	0	(100.0%)	-
103850		Reimbursements - SS Loan		(8,660)	(8,660)	(8,899)	(9,144)	5.6%	2.8%
106850		Transfer from Reserve		(84,155)	(278,796)	(111,285)	0	(100.0%)	(100.0%)
106750		Transfer from C/Forward Projects Reserve		0	0	0	(25,000)	-	-
		TOTAL CAPITAL INCOME		(97,815)	(321,904)	(149,632)	(2,149,144)	567.6%	1336.3%

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		OTHER RECREATION AND SPORT OPERATING EXPENDITURE	\$	\$		
		Operations:				
126420	R006	Parks & Reserves General (W)	465,000			
	R006	Parks & Reserves General - Insurance	7,994			
	R092	Parks & Reserves General (W)	1,530			
	R095	Dbk - MRD Verge (Parks) (W)	42,740			
	R130	Arboretum Maintenance (W)	14,000			
	R041	Apple Fun Park Maintenance (W)	93,800			
	R041	Building Insurance	2,654			
	R061	Playground Equipment Maintenance (W)	15,000	642,718		
127120		Balingup Parks & Reserves				
	R008	Balingup Parks & Reserves (W)	174,436			
	R008	Insurance on Parks & Reserves	1,582			
	R008	Bowling Club - Building Insurance	612			
	R098	Avenue of Honour Oak Tree (W)	5,000			
	R094	BLN - MRD Verge (Parks) (W)	17,700			
	R033	Balingup Oval (W)	23,624			
	R033	Balingup Oval Insurance	976	223,930		
177120		Kirup Parks & Reserves				
	R009	Kirup Parks & Reserves (W)	30,400			
	R009	Kirup Parks & Reserves - Building Insurance	959			
	R076	Jim McDonald Oval (W)	1,500			
	R076	Jim McDonald Oval - Building Insurance	182			
	R096	Kirup - MRD Verge (Parks) (W)	3,480	36,521		
157220		Horseman's Club (Beelerup)				
	B073	Annual Termite and Fire Extinguisher Services	200	200		
177220		Noggerup Park				
	R019	Noggerup Park Maintenance (W)	6,336	6,336		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		OTHER RECREATION AND SPORT OPERATING EXPENDITURE	\$	\$		
126620		Operations:				
		Egan Park				
	R003	Egan Park - Gen. Maintenance (W)	70,640			
	R003	Egan Park - Insurance	2,977			
	R077	DBK Skate Park (Gen Maintenance) (W)	10,100			
	R077	DBK Skate Park - Ins.	606			
				84,323		
126720		VC Mitchell Park				
	R004	VC Mitchell Park - Gen. Maintenance (W)	60,000			
	R004	VC Mitchell Park - Insurance	3,717			
	R104	Top Dressing Ovals (W)	5,000			
				68,717		
126920		Mitchell Park - Tennis Club				
	R007	Misc. Building Maintenance	0			
	R007	Building Insurance	1,289		1,289	
126520		Balingup Recreation Centre				
	B015	Balingup Rec Centre - Gen. Maintenance	3,000			
	B015	Building Insurance	2,168			
	B015	Termite Inspection	500		5,668	

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		OTHER RECREATION AND SPORT OPERATING EXPENDITURE	\$	\$		
128120		Operations: Interest on Loans Interest on new self supporting loan 90 raised on behalf of the Donnybrook Country Club (10 years 2016 to 2026)	1,695	1,695		
157920		Bank Charges on Loans Treasury Guarantee Fee @ 0.7% on proposed loan for Donnybrook Country Club	468	468		
156520	R051	Walk Trails (W) Donnybrook	2,500	2,500		
142470		Administration Salaries Reallocated	10,364	10,364		
142570		General Administration Costs Reallocated	4,339	4,287		
198920		Major Project Management Costs Reallocated	128,838	128,838		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		OTHER RECREATION AND SPORT OPERATING INCOME	\$	\$		
127330		Fees & Charges - Property Leases (Egan Park) (To be sourced from COVID19 Reserve) <i>Egan Park Ground Rentals (Gst Inclusive)</i> Apple Festival (as determined by Council) Dbk/Capel Cricket Association (\$971 incl. GST) Netball Association (\$562 incl. GST) Donnybrook RSL (\$345 incl. GST) Egan Park - Full Day (\$231 incl. GST) - Half Day (\$115 incl. GST)	(883) (511) (314) (420)	(2,128)		
127630		Fees & Charges - Property Leases (Mitchell Park) (To be sourced from COVID19 Reserve) <i>Mitchell Park Ground Rentals (GST Inclusive)</i> Donnybrook Football Club, Ground Rental (\$2,647 incl. GST) Donnybrook Football Club, Club Rooms (\$1,054 incl. GST) Donnybrook Football Club, Electricity (\$9,000 incl. GST) South West Football League (\$1388 incl. GST) Mitchell Park - Full Day (\$231 incl. GST) - Half Day (\$115 incl. GST)	(2,406) (958) (8,182) (1,262) (420)	(13,228)		
127730		Fees & Charges - Property Leases (Mitchell Park) (To be sourced from COVID19 Reserve) Donnybrook Tennis Club Reserve Rental (\$1,567 incl. GST)	(1,425)	(1,425)		
128030		Fees & Charges - Reserve Hire (To be sourced from COVID19 Reserve) Includes the following: Small Farm Field Day (\$231 plus 100% actual costs incurred) Balingup Carnival (\$231 plus 100% actual costs incurred) SW Show Horse Association & Donnybrook Horseman's Club - Jim McDonald Oval (\$606) Balingup Soccer Club (\$506 incl. GST - plus electricity at cost) Balingup Cricket Club (\$253 incl. GST) Lease of portion of Reserve 10459 (Dawson)	(210) (210) (551) (455) (230) (100)	(1,756)		
130430		Fees & Charges - Property Leases (Balingup Recreation Centre) Balingup & Districts Sports Association - Annual Lease (\$1,100 GST Inc)	(1,000)	(1,000)		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		OTHER RECREATION AND SPORT OPERATING INCOME	\$	\$		
123230		Donations - Fun park Donations to Money Spinner at Apple Fun park	(1,000)	(1,000)		
115830		Grants - Programs				
128530		Reimbursements Reimbursement of Electricity costs from Balingup United Soccer Club (Estimate) Reimbursement of Insurance costs from Balingup Bowling Club	(180) (300)	(480)		
127230		Reimbursements - SS Loan Interest Repayment of Interest & Guarantee Fee, Country Club Self Supporting Loan #90	(2,163)	(2,163)		
111810		Fees & Charges - Sundry Sundry Fees	0	0		
		CAPITAL EXPENDITURE				
		Asset Renewal / Refurbishment:				
178240		Buildings - Mitchell Park				

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		OTHER RECREATION AND SPORT CAPITAL EXPENDITURE	\$	\$		
		Asset Upgrade / Improvements:				
126820	R032	Park Equipment Installation of Playground equipment at various locations within the Shire	15,000	15,000		
106940	R040	Apple Fun park Development (Reserve Street) Repairs for play equipment	7,500	7,500		
101940	R119	New Assets: Funpark Redevelopment Costs Funpark renewal costs	1,420,000	1,420,000		
107140	R139	Other Infrastructure - Balingup Install new Public Drinking Fountain	10,000	10,000		
109840	R138	Other Infrastructure - Donnybrook Install new Public Drinking Fountain	10,000	10,000		
111840	R129	Other Infrastructure - Donnybrook Ayers Garden - New Shade/Seating	15,000			
	R129	Ayers Garden - Upgrade Shade/Seating	10,000			
	R099	Street Lights Donnybrook	8,000			
	R131	Donnybrook Arboretum - Safety Fencing & Furniture	22,588			
	R134	VC Mitchell Park - New Bore	250,000	305,588		
112140	R143	Other Infrastructure - Balingup Balingup Oval - New Bore	150,000	150,000		
189140	R135	Infrastructure - Pathways Golden Valley Tree Park - Pathway Upgrade	80,000	80,000		
189240	R136	Infrastructure Other - Kirup Kirup Mill Park Upgrade	50,000			
	R140	Install new Public Drinking Fountain	10,000	60,000		
189340	R137	Infrastructure - Bridges Donnybrook Weir Upgrade	135,000	135,000		
178740		Financing: Loan Principal Repayment Principal repayments on new self supporting loan 90 raised on behalf of the Donnybrook Country Club	9,144	9,144		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		OTHER RECREATION AND SPORT CAPITAL INCOME	\$	\$		
171050		Grants (Capital) - Assets				
		Drought Grant Funding - VC Mitchell Park (New Bores)	(250,000)			
		Drought Grant Funding - Balingup Oval (New Bores)	(150,000)			
		Drought Grant Funding - GVTP Pathway Upgrade	(80,000)			
		Drought Grant Funding - Kirup Mill Park Upgrade	(50,000)			
		Drought Grant Funding - Donnybrook Weir Upgrade	(135,000)			
		Drought Grant Funding - Drinking Fountain Donnybrook	(10,000)			
		Drought Grant Funding - Drinking Fountain Balingup	(10,000)			
		Drought Grant Funding - Drinking Fountain Kirup	(10,000)			
		Apple Funpark Renewal	(1,420,000)	(2,115,000)		
103850		Reimbursements - SS Loan Principal				
		2 x Repayments of Principal, Country Club Self Supporting Loan (Bowling Greens)	(9,144)	(9,144)		
106870		Transfer from Carried Forward Projects Reserve				
		Ayers Garden - New Shade/Seating	(15,000)			
		Ayers Garden - Upgrade Shade/Seating	(10,000)			
				(25,000)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 11 - Recreation and Culture	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		OTHER RECREATION AND SPORT		\$	\$	\$	\$		
		DONNYBROOK RECREATION CENTRE							
		OPERATING EXPENDITURE							
127420		Salaries - Recreation Centre		301,967	261,729	315,286	290,472	11.0%	(7.9%)
127320		Superannuation - Recreation Centre		27,439	25,913	26,686	28,732	10.9%	7.7%
128020		Conference & Training Recreation Centre		2,637	2,500	4,138	5,000	100.0%	20.8%
127520		Recruitment Expenses		13,629	24,147	14,747	4,500	(81.4%)	(69.5%)
127370		Employee Insurance - Workers Compensation		0	0	0	12,099	-	-
127070		Other Staff Costs		0	0	0	1,500	-	-
127170		Staff Uniform		0	0	0	2,200	-	-
		Admin / General							
127270		Insurance		0		0	15,962	-	-
127470		Communications		0		0	3,200	-	-
127570		Cleaners Wages		0		0	11,972	-	-
127670		Cleaners Superannuation		0		0	1,137	-	-
127770		Cleaning Materials		0		0	3,000	-	-
127870		General Building Maintenance		0		0	7,000	-	-
127220	B029	Gardens / Landscaping		8,156	11,856	9,736	5,928	(50.0%)	(39.1%)
127970		Printing / Stationery		0		0	2,500	-	-
128070		Advertising / Promotional Costs		0		0	5,500	-	-
128170		Equipment Under Threshold		0		0	18,100	-	-
128270		Sundry Expenses		0		0	7,000	-	-
130770		Admin Salaries Reallocated		0	35,846	0	89,379	149.3%	-
130870		Admin Super Reallocated		0	3,947	0	0	(100.0%)	-
130970		Admin Employee Costs Reallocated		0	9,859	0	0	(100.0%)	-
131070		Computer Costs Reallocated		0	8,531	0	0	(100.0%)	-
131170		Admin Building Costs Reallocated		0	5,165	0	0	(100.0%)	-
131270		General Admin Costs Reallocated		0	6,598	0	31,808	382.1%	-
		Pool							
128370		Water		0		0	15,000	-	-
128470		Pool Chemicals		0		0	15,000	-	-
128570		Personal Protective Equipment		0		0	1,800	-	-
128670		Electricity		0		0	48,000	-	-
128770		Pool Plant Maintenance		0		0	3,000	-	-
128870		Pool and Surround Maintenance		0		0	10,000	-	-
128970		Pool Program Costs		0		0	3,000	-	-
129070		Subscriptions and Memberships		0		0	800	-	-
129170		Sundry Expenses		0		0	1,800	-	-
		Kiosk							
129270		Stock Purchases - Food		0		0	10,000	-	-
129370		Stock Purchases - Non Food		0		0	5,000	-	-
129470		Kiosk Maintenance		0		0	500	-	-
134420		Stock Write Off		99		791	100	-	(87.4%)

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 11 - Recreation and Culture	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		OTHER RECREATION AND SPORT		\$	\$	\$	\$		
		DONNYBROOK RECREATION CENTRE							
		OPERATING EXPENDITURE							
		Squash Centre							
129570		Hire Equipment		0		0	100	-	-
129670		Squash Court Maintenance		0		0	2,000	-	-
		Function							
129770		Program Costs		0		0	500	-	-
129870		Function Area Maintenance		0		0	500	-	-
		Gymnasium							
129970		Gym Building Maintenance		0		0	500	-	-
130070		Equipment Maintenance		0		0	2,500	-	-
127600		Interest Expense - Leased Equipment		0	0	646	310	-	(52.0%)
130170		Training Programs		0		0	1,000	-	-
130270		Program Costs		0		0	17,000	-	-
		Stadium							
130370		Stadium General Maintenance		0		0	3,000	-	-
130470		Umpire Fees		0		0	0	-	-
130570		Program Costs		0		0	2,000	-	-
130670		Creche / Kindy Gym Equipment		0		0	600	-	-
127550		Open Day Recreation Centre		0	0	870	1,500	-	72.5%
198820		Major Project Management Costs Reallocated		0	0	0	10,188	-	-
		Asset Maintenance / Refurbishments							
150370	Various	Dbk Rec - Asset Mtc / Refurb		0	0	0	23,721	-	-
		Old Accounts - Historical Data							
127220		Recreation Centre Maintenance- no longer used 20/21		255,456	252,172	266,696	0	(100.0%)	(100.0%)
128820		Marathon Committee - No longer used 20/21		110	0	115		-	(100.0%)
		Sub Total - Operations, Donnybrook Rec Centre		609,491	648,263	639,712	726,408	12.1%	13.6%
		TOTAL OPERATING EXPENDITURE		609,491	648,263	639,712	726,408	12.1%	13.6%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 11 - Recreation and Culture Note	2018/19	2019/20		2020/2021	Variance	Variance
			Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		OTHER RECREATION AND SPORT DONNYBROOK RECREATION CENTRE	\$	\$	\$	\$		
		OPERATING INCOME						
111210		Fees & Charges - Shop/Kiosk (GST Free)	0	0	0	(2,000)	-	-
125530		Fees & Charges - Shop/Kiosk (Taxable)	0	0	0	(18,000)	-	-
125630		Fees & Charges - Pool	0	0	0	(70,000)	-	-
111510		Fees & Charges - Squash Centre	0	0	0	(200)	-	-
112010		Fees & Charges - Gymnasium/Memberships	0	0	0	(70,000)	-	-
112110		Fees & Charges - Function Lounge	0	0	0	(4,000)	-	-
112210		Fees & Charges - Stadium	0	0	0	(22,000)	-	-
126430		Fees & Charges - Creche	0	0	0	(1,000)	-	-
112310		Fees & Charges - Sundry Income	0	0	0	(50)	-	-
110750		Transfer from Reserve	0	0	(50,963)	(31,821)	-	(37.6%)
		Old Accounts - Historical Data						
128830		Marathon Committee Income	(361)	0	0		-	-
128730		Reimbursements Insurance	(1,715)	0	0		-	-
115130		Miscellaneous Income	(2,000)	0	0		-	-
130730		Transfer from Long Service Leave Reserve	(330)	0	(13,115)		-	(100.0%)
128130		Donnybrook Recreation Centre - Charges	(168,621)	(189,700)	(142,383)		(100.0%)	(100.0%)
		TOTAL OPERATING INCOME	(173,027)	(189,700)	(206,462)	(219,071)	15.5%	6.1%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 11 - Recreation and Culture Note	2018/19	2019/20		2020/2021	Variance	Variance
			Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		OTHER RECREATION AND SPORT CAPITAL EXPENDITURE	\$	\$	\$	\$		
172940	Various	Asset Renewal / Refurbishment						
		Buildings - Donnybrook Recreation Centre	94,457	93,086	36,988	143,530	54.2%	288.0%
		Sub Total - Asset Renewal / Refurbishment	94,457	93,086	36,988	143,530	54.2%	288.0%
		Asset Upgrade / Improvements						
		Sub Total - Asset Upgrade / Improvements	0	0	0	0	-	-
189040		New Assets						
		Furniture and Equipment - Donnybrook Recreation Centre	0	13,900	0	5,800	(58.3%)	-
		Sub Total - New Assets	0	13,900	0	5,800	(58.3%)	-
114840		Financing						
		Principal Repayments - Leased Equipment	0	0	16,032	14,645	-	(8.7%)
		Sub Total - Financing	0	0	16,032	14,645	-	(8.7%)
		TOTAL CAPITAL EXPENDITURE	94,457	106,986	53,020	163,975	53.3%	209.3%
128650		CAPITAL INCOME						
		Transfer from Reserves	0	0	0	(149,330)	-	-
		TOTAL CAPITAL INCOME	0	0	0	(149,330)	-	-

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		OTHER RECREATION AND SPORT OPERATING EXPENDITURE	\$	\$		
		DONNYBROOK RECREATION CENTRE				
		Operations:				
127420		Salaries - Donnybrook Recreation Centre Recreation Centre Salaries Incl. permanent & casual staff	290,472 0	290,472		
127320		Superannuation - Donnybrook Recreation Centre Superannuation Contributions (General)	28,732	28,732		
128020		Conference / Training Cost for Staff conference and training	5,000	5,000		
127520		Recruitment Expenses Specialist Training Staff Recruitment costs	3,500 1,000 0	4,500		
127370		Employee Insurance Workers Compensation Insurance (General) Workers Compensation Insurance (Cleaner)	11,620 479	12,099		
127070		Other Staff Costs	1,500	1,500		
127170		Staff Uniform Start-up Pack for 2 new employees @ \$560 Each Annual Uniform allowance - 3 staff @\$360 ea	1,120 1,080 0	2,200		
		Admin / General Expenditure				
127270		Insurance Building Insurance Public Liability Insurance	13,910 2,052	15,962		
127470		Communications Telephone / Internet Charges	3,200	3,200		
127570		Cleaners Wages Wages	11,972	11,972		
127670		Cleaners Superannuation Superannuation for Cleaning	1,137	1,137		
127770		Cleaning Materials Cleaning Supplies Inc. Sanitary Disposal Services	3,000	3,000		
127870		General Building Maintenance General Mtce of Facility	7,000	7,000		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		OTHER RECREATION AND SPORT OPERATING EXPENDITURE	\$	\$		
		DONNYBROOK RECREATION CENTRE				
		Operations:				
127220	B029	Gardening / Landscaping				
		Gardening/landscaping (W)	5,928	5,928		
127970		Printing / Stationery	2,500	2,500		
128070		Advertising / Promotion Costs	5,500	5,500		
128170		Equipment Under Threshold				
		Chemical Body Sprayer	2,400			
		Gym Equipment	5,000			
		POS Equipment	700			
		Minor equipment purchases under threshold	10,000	18,100		
128270		Sundry Expenses				
		Other sundry expenses ie postage, security, bank fees etc	7,000	7,000		
130770		Administration Salaries Reallocated	89,379	89,379		
131270		General Administration Costs Reallocated	31,987	31,808		
		Pool				
128370		Water				
		Water consumption for pool	15,000	15,000		
128470		Pool Chemicals				
		Pool Chemicals and freight	15,000	15,000		
128570		Personal Protective Equipment	1,800	1,800		
128670		Electricity Charges	48,000	48,000		
128770		Pool Plant Maintenance				
		Maintenance costs for pool plant equipment	3,000	3,000		
128870		Pool and Surround Maintenance				
		Maintenance costs for general pool and surround mtce costs	10,000	10,000		
128970		Pool Program Costs	3,000	3,000		
129070		Subscriptions and Memberships	800	800		
129170		Sundry Expenses				
		Other sundry expenses	1,800	1,800		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		OTHER RECREATION AND SPORT OPERATING EXPENDITURE	\$	\$		
		DONNYBROOK RECREATION CENTRE				
		Operations:				
		<u>Kiosk</u>				
129270		Stock Purchases - Food Costs food and drinks for kiosk	10,000	10,000		
129370		Stock Purchases - Non Food Costs goggles, caps and bathers for kiosk	5,000	5,000		
129470		Kiosk Maintenance Minor maintenance of kiosk	500	500		
134420		Stock Write Off Write off Kiosk Stock	100	100		
		<u>Squash Centre</u>				
129570		Hire Equipment Replacement minor equipment	100	100		
129670		Squash Courts Maintenance Maintenance costs for squash courts	2,000	2,000		
		<u>Function</u>				
129770		Program Costs	500	500		
129870		Function Area Maintenance Maintenance costs for function area	500	500		
		<u>Gymnasium</u>				
129970		Gym Building Maintenance Maintenance costs for gymnasium	500	500		
130070		Equipment Maintenance Maintenance costs for gym equipment	2,500	2,500		
127600		Interest Expense - Leased Equipment Lease of 2xUpright & 1xRecumbent Bik Lease of 8 x Supreme Spin Bikes Lease of Precor Cario Equipment	2 91 217	310		
130170		Training Programs Costs for training programs (in-house)	1,000	1,000		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		OTHER RECREATION AND SPORT OPERATING EXPENDITURE	\$	\$		
		DONNYBROOK RECREATION CENTRE				
		Operations:				
130270		Program Costs				
		Costs for training programs (external)	17,000	17,000		
		Stadium				
130370		Stadium General Maintenance				
		Maintenance costs for stadium	3,000	3,000		
130470		Umpire Fees	0	0		
130570		Program Costs				
		Costs for stadium programs (external)	2,000	2,000		
130670		Creche / Kindy Gym Equipment	600	600		
127550		Open Day Event				
		Centre - Open Day for Term 4	1,500	1,500		
198820		Major Project Management Costs Reallocated	10,188	10,188		
150370		Asset Mtc / Refurbishment				
	B305	Stadium - Renew Netball Posts	1,665			
	B305	Stadium - Renew Storage Roller Door	3,121			
	B305	Stadium - Court Floor Reseal	5,202			
	B306	Pool - Renew Filters x 2	1,040			
	B306	Pool - Repaint Tiered seating & concrete (non slip)	3,121			
	B306	Pool Plant - Renew Pool Plant Fencing	4,162			
	B307	Kitchen - Renew Appliances - Oven / Fridge / Freezer	5,410			
				23,721		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		OTHER RECREATION AND SPORT OPERATING INCOME	\$	\$		
		DONNYBROOK RECREATION CENTRE Operations:				
111210		Fees & Charges - Shop/Kiosk (GST Free) GST Free Sales at Shop/Kiosk	(2,000)	(2,000)		
125530		Fees & Charges Shop/Kiosk (Taxable) Taxable Sales at Shop/Kiosk	(18,000)	(18,000)		
125630		Fees & Charge spool Pool entry fees	(70,000)	(70,000)		
111510		Fees & Charges Squash Squash entry and equipment hire	(200)	(200)		
112010		Fees & Charges Gymnasium Entry and Membership charges for Gym	(70,000)	(70,000)		
112110		Fees & Charges Function Lounge Hire charges for Function Lounge	(4,000)	(4,000)		
112210		Fees & Charges Stadium Charges to hire Stadium	(22,000)	(22,000)		
126430		Fees & Charges Crèche Charges for Creche	(1,000)	(1,000)		
112310		Fees & Charges Sundry Other Sundry Income	(50)	(50)		
110750		Transfer from Reserves				
		Buildings Reserve - Stadium - Asset Mtc / Refurb	(9,988)			
		Buildings Reserve - Pool - Asset Mtc / Refurb	(8,323)			
		Buildings Reserve - Kitchen - Asset Mtc / Refurb	(5,410)			
		C/Forward Projects Reserve - Chemical Body Sprayer	(2,400)			
		C/Forward Projects Reserve - Gym Equipment	(5,000)			
		C/Forward Projects Reserve - POS Equipment	(700)	(31,821)		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		OTHER RECREATION AND SPORT CAPITAL EXPENDITURE	\$	\$		
189040		Rec Centre Capital Furn & Equipment				
		Floor Scrubber	5,800	5,800		
172940		Asset Renewal / Refurbishment:				
		Buildings - Donnybrook Recreation Centre				
	B078	Refurbish Disabled Toilets	8,323			
	B114	Pool Relined	81,600			
	B114	Pool - Renew Nonslip Floor Product	15,606			
	B304	Pool Plant - Renew Water Treatment Plant Electrical Control Unit	17,167			
	B304	Pool Plant - Renew Sand Filter	20,834			
				143,530		
		Financing:				
114840		Principal Repayments - Leased Equipment				
		Lease of 2xUpright & 1xRecumbent Bik	573			
		Lease of 8 x Supreme Spin Bikes	4,171			
		Lease of Precor Cario Equipment	9,901			
				14,645		
106850		CAPITAL INCOME				
		Transfer from Reserve				
		Transfer from Carried Forward Projects Reserve - Dbk Rec Centre	(5,800)			
		Transfer from Building Reserve - Donnybrook Recreation Centre	(143,530)			
				(149,330)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 11 - Recreation and Culture	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		LIBRARIES		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
		Donnybrook Library							
129020		Salaries & Wages		115,412	218,265	126,437	108,215	(50.4%)	(14.4%)
129120		Superannuation		10,734	23,510	11,561	11,376	(51.6%)	(1.6%)
129420		Allowance - Travelling		294	0	0	0	-	-
129220		Lost / Damaged Books		0	1,020	150	500	(51.0%)	233.3%
129620		Office Expenses		97,236	134,594	114,091	48,243	(64.2%)	(57.7%)
130320		Utilities		19,291	27,278	15,488	20,230	(25.8%)	30.6%
156620		Building Maintenance		1,051	25,000	9,297	10,000	(60.0%)	7.6%
130520		Depreciation - Dbk Lib		14,568	16,000	12,926	14,101	(11.9%)	9.1%
101800		Community Library Garden Maintenance		835	0	0	0	-	-
129400		Interest Expense - Leased Equipment		0	0	54	7	-	(86.1%)
132220		Computer Lease Expenses		2,771	5,435	1,189	1,182	(78.3%)	(0.6%)
		Balingup Library							
130120	A004	Salaries & Wages		26,542	27,010	20,556	23,033	(14.7%)	12.1%
130220		Superannuation		2,292	2,566	1,921	2,188	(14.7%)	13.9%
129320		Lost / Damaged Books		0	408	0	200	(51.0%)	-
129720		Office Expenses Inc. Utilities		28,971	37,891	33,167	12,826	(66.2%)	(61.3%)
129820		Employee Provisions		6,815	0	(17,006)	0	-	(100.0%)
194220		Administration Salaries Allocated		0	0	0	69,559	-	-
130020		General Administration Allocated		0	0	170	53,818	-	31507.4%
		Sub Total - Operations		326,811	518,977	330,001	375,478	(27.7%)	13.8%
		TOTAL OPERATING EXPENDITURE		326,811	518,977	330,001	375,478	(27.7%)	13.8%
		OPERATING INCOME							
		Fees & Charges							
129830		Reimbursements - Lost / Damaged Books (Donnybrook)		(135)	(250)	(73)	(250)	-	243.0%
129730		Reimbursements - Lost / Damaged Books (Balingup)		(17)	(100)	0	(150)	50.0%	-
129630		Reimbursements		(416)	(12,500)	(276)	(500)	(96.0%)	81.1%
178930		Grants - Programs		0	0	0	(20,000)	-	-
130030		Contributions Dbk Library		(520)	0	0	0	-	-
129530		Transfer from Employee Leave Reserve		(8,873)	(8,750)	(3,661)	0	(100.0%)	(100.0%)
129840		Transfer from Carried Forward Projects Reserve		0	(12,500)	0	0	(100.0%)	-
110550		Transfer from Reserve		0	0	(350)	0	-	(100.0%)
		TOTAL OPERATING INCOME		(9,961)	(34,100)	(4,360)	(20,900)	(38.7%)	379.3%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 11 - Recreation and Culture	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		LIBRARIES		\$	\$	\$	\$		
		CAPITAL EXPENDITURE							
		Upgrade / Improvements							
130440		Buildings - Donnybrook Community Library		0	3,000	0	0	(100.0%)	-
110840		Buildings - Balingup Library		600	2,000	0	0	(100.0%)	-
		Sub Total - Upgrade / Improvements		600	5,000	0	0	(100.0%)	-
		Financing							
114740		Principal Repayments - Leased Equipment		0	0	2,459	1,250	-	(49.2%)
		Sub Total - Upgrade / Improvements		0	0	2,459	1,250	-	(49.2%)
		TOTAL CAPITAL EXPENDITURE		600	5,000	2,459	1,250	(75.0%)	(49.2%)
		CAPITAL INCOME							
131350		Grants (Capital) - Assets		0	0	0	0	-	-
109350		Contributions and Donations		0	(1,000)	0	0	(100.0%)	-
		TOTAL CAPITAL INCOME		0	(1,000)	0	0	(100.0%)	-

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		LIBRARIES				
		OPERATING EXPENDITURE				
129020		Salaries Donnybrook Community Library Cost to employ full-time Library Officer & P/time Relief Officers	\$ 108,215 0	\$ 108,215		
129120		Superannuation Donnybrook Community Library Council contribution to superannuation for Library staff	11,376 0	11,376		
129220		Donnybrook Lost/damaged books Provision to reimburse State Library for lost or damaged books	500	500		
129620		Office Expenses Donnybrook Community Library Staff training Printed Library Materials (Books, Mags, Journals and Covering) Non Printed Materials (Audio Visual, Toys and Puzzles etc) Digital Library Materials (e-resources and online subscriptions) Other Subscriptions Office Supplies Minor Equipment Freight and Transport Postage Library Programs (Grant Funded) Equipment Maintenance General Supplies Staff Costs (Uniforms, Medicals & Police Clearances) Library Partnership Agreement Library Management System (Sirsi-Dynix) Fees Cleaning Expenses (Education Staff) 35% Wages - Shire Cleaner Superannuation - Shire Cleaner Workers Compensation Insurance - Shire Cleaner	2,000 3,000 500 500 500 2,000 1,500 1,500 250 16,000 2,500 9,800 1,000 2,000 1,600 2,965 553 53 22	48,243		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		LIBRARIES				
		OPERATING EXPENDITURE				
130320		Utilities - Donnybrook Community Library				
		Telephone Rental & Call Charges (50%)	3,500			
		Electricity Consumption (50%)	8,000			
		Water Consumption (50%)	1,500			
		Gas Rental & Consumption (50%)	1,530			
		Public Liability Insurance	978			
		Workers Compensation Insurance	4,329			
		Insurance on Bld and Library Stock	393	20,230		
129400		Interest Expense - Leased Equipment				
		Lease of 7 Dell Optiplex Desktop Computers	7	7		
132220		Computer Lease Expenses				
		Fuji Xerox APC2275 Colour Copier	1,182	1,182		
156620		Donnybrook Community Library - Building Maintenance				
		Costs to be shared 50/50 with Education Department	10,000	10,000		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		LIBRARIES				
		OPERATING EXPENDITURE				
130120	A004	Salaries - Balingup Library				
		Salary for Balingup Library Officer & Relief staff	23,033	23,033		
130220		Superannuation - Balingup Library				
		Superannuation -Balingup Library Officer	2,188	2,188		
129720		General Expenses - Balingup Library				
		Staff training	500			
		Printed Library Materials (Books, Mags, Journals and Covering)	750			
		Non Printed Materials (Audio Visual, Toys and Puzzles etc)	200			
		Digital Library Materials (e-resources and online subscriptions)	200			
		Other Subscriptions	500			
		General Supplies	300			
		Office Supplies	500			
		Staff Uniforms	333			
		Telephone	2,000			
		Office Equipment Maintenance	1,500			
		Freight and transport	750			
		Library programs (Grant Funded)	4,000			
		Postage	100			
		Workers Compensation Insurance	921			
		Insurance - Library Stock	66			
		Public Liability Insurance	206			
				12,826		
129320		Lost/Damaged Books - Balingup Library				
		Provision For Lost/Damaged Books	200	200		
		Administration Salaries Reallocated	69,559	69,559		
		Administration General Reallocated	54,637	53,818		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		LIBRARIES OPERATING INCOME	\$	\$		
129630		Reimbursements Reimbursements from Education Department for 50% of building maintenance items identified	(500)	(500)		
129830		Reimbursements - Lost / Damaged Books (Donnybrook) Reimbursements for Lost/Damaged Books - Donnybrook Community Library	(250)	(250)		
129730		Reimbursements - Lost / Damaged Books (Balingup) Reimbursements for Lost/Damaged Books - Balingup	(150)	(150)		
178930		Grants - Programs Tier One Grant for Innovation	(20,000)	(20,000)		
BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		LIBRARIES CAPITAL EXPENDITURE	\$	\$		
		Asset Upgrade / Improvements:				
130440		Buildings - Donnybrook Community library				
110840		Buildings - Balingup Library				
		Financing:				
114240		Principal Repayments - Leased Equipment Lease of 7 Dell Optiplex Desktop Computers	1,250	1,250		
		CAPITAL INCOME				
131350		Grants (Capital) - Assets				
109350		Contributions and Donations				

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 11 - Recreation and Culture	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		OTHER CULTURE		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
139520	Various	Railway Station		1,745	1,800	2,979	23,308	1194.9%	682.5%
130720	B298	Community Resource Centre Building		0	0	0	28,091	-	-
130820		Museum Subsidy		239	161	243	164	1.9%	(32.6%)
175720		Bunbury Entertainment Centre		4,000	0	0	0	-	-
175920		Depreciation (OCUL)		29,673	32,000	27,234	29,710	(7.2%)	9.1%
113820		Art Acquisition Prize		0	500	0	500	-	-
152720		Promotion of Community Events		27,963	42,757	22,791	52,670	23.2%	131.1%
152820		Arts & Crafts		2,862	0	42	0	-	(100.0%)
157320		Balingup Community Resource Centre		0	0	102	0	-	(100.0%)
155620		Donations - Music, Arts & Cultural Activities		2,000	0	0	0	-	-
149120		Balingup Town Hall Cultural and Community Centre		82	0	0	0	-	-
		General Administration Costs Re-allocated		0	0	0	7,046	-	-
198720		Major Project Management Costs Reallocated		0	0	0	119,674	-	-
		Sub Total - Operations		68,564	77,218	53,391	261,163	238.2%	389.2%
		TOTAL OPERATING EXPENDITURE		68,564	77,218	53,391	261,163	238.2%	389.2%
		OPERATING INCOME							
140630		Grants - Programs		0	0	0	(11,500)		
175730		Reimbursements		0	(200)	0	0	(100.0%)	-
104930		Fees & Charges - Property Leases		(3,503)	(3,499)	(3,499)	(3,499)	-	-
176030		Fees & Charges - Sundry		(1,500)	0	0	0	-	-
140530		Transfer from Reserves		0	0	0	(52,899)	-	-
		Old Accounts - Historical Data							
103630		Government Grants		(9,500)	(9,500)	(11,500)		(100.0%)	(100.0%)
121430		Charges Lease/Rental (Dbk Arts & Crafts)		(327)	(636)	0		(100.0%)	-
140230		Railway Station Building Contract Retention		0	0	0		-	-
		TOTAL OPERATING INCOME		(14,830)	(13,835)	(14,999)	(67,898)	390.8%	352.7%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 11 - Recreation and Culture Note	2018/19	2019/20		2020/2021	Variance	Variance
			Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		OTHER CULTURE CAPITAL EXPENDITURE	\$	\$	\$	\$		
		New Assets						
110940	R068	Heritage Precinct - Donnybrook	22,374	1,977,728	23,030	1,915,671	(3.1%)	8218.2%
		Sub Total - New Assets	22,374	1,977,728	23,030	1,915,671	(3.1%)	8218.2%
		TOTAL CAPITAL EXPENDITURE	22,374	1,977,728	23,030	1,915,671	(3.1%)	8218.2%
		CAPITAL INCOME						
131650		Government Grants	(200,000)	(1,950,000)	0	(1,915,671)	(1.8%)	-
131850		Transfer from Trust Fund	0	(27,728)	0	0	(100.0%)	-
106900		Transfer from Unspent Grants Reserves	0	0	(177,729)	0	-	(100.0%)
		TOTAL CAPITAL INCOME	(200,000)	(1,977,728)	(177,729)	(1,915,671)	(3.1%)	977.9%

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		OTHER CULTURE		\$	\$	
		OPERATING EXPENDITURE				
		Operations:				
130720		Community Resource Centre				
		Asset Mtc / Refurbishment		28,091	28,091	
130820		Museum				
		Insurance on Museum building		164	164	
139520		Visitor Information Centre (old Railway Station) (B032)				
	B032	General Maintenance of building including:		1,000		
	B032	Water & Sewerage rates		1,500		
	B199	Asset Mtc / Refurb - Painting		20,808	23,308	
113820		Arts Awards and Art Acquisition				
		Arts Award Prize - Annual Allocation Donnybrook \$250 & Balingup \$250		500		
				0	500	
152720		Promotion of Community Events				
		Donnybrook Amphitheatre Events - Community		3,000		
		Family Concert in Donnybrook Amphitheatre		13,260		
		Movie nights in the Donnybrook Amphitheatre ' (Donnybrook x 3 - Balingup x 1)		10,710		
		Opening Event for Town Centre project (DTCRP)		1,500		
		Community Development Tourism/Economic/Trails Development Strategy		10,000		
		Community Development Conferences		2,000		
		Conversation Café Series		1,200		
		Community Grants Scheme:				
		Donnybrook Arts and Craft Group		2,000		
		Donnybrook Food and Wine Festival		2,000		
		Minor Event Sponsorship		3,000		
		Yabberup Community Association Minor Event Sponsorship (C/Over 19-20)		2,000		
		Donnybrook Apple Festival (C/Over 19-20)		2,000	52,670	

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		OTHER CULTURE	\$	\$		
		OPERATING EXPENDITURE				
152820		Arts & Crafts				
155620		Donations - Music, Arts & Cultural Activities				
149120		Balingup Town Hall Cultural and Community Centre	0	0		
142670		General Administration Costs Reallocated	7,194	7,046		
198720		Major Project Management Costs Reallocated	119,674	119,674		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 11 - RECREATION AND CULTURE	Detail	2020/21 Budget Estimate		
		OTHER CULTURE OPERATING INCOME	\$	\$		
104930		Fees & Charges - Property Leases Charges levied to Dkb. Tourist Committee for contribution to operating & maintenance costs Visitor Information Centre	(3,499)	(3,499)		
140530		Transfer in from Carried Forward Reserve Tfr from Carried Forward Projects Reserve Tfr from Buildings Reserve - Dbk Railway Station Tfr from Buildings Reserve - CRC Building	(4,000) (20,808) (28,091)	(52,899)		
175730		Reimbursements Minor contributions and/or reimbursements	0	0		
140630		Grants - Programs Proposed grants from Lotterywest for Family Concert & Season of Movie Nights	(11,500)	(11,500)		
		OTHER CULTURE CAPITAL EXPENDITURE				
110940	R068	Heritage Precinct Donnybrook Constructions	1,915,671	1,915,671		
		CAPITAL INCOME				
131650		Grants & Subsidies DPIRD Grant Local Roads & Community Infrastructure Grant	(1,800,000) (115,671)	(1,915,671)		

SCHEDULE 12 - TRANSPORT - PROGRAM SUMMARY

	2018/19	2019/20		2020/2021	Variance	Variance
	Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
OPERATING EXPENDITURE	\$	\$	\$	\$		
Streets, Roads, Bridges, Depot - Construction	2,271,045	2,380,000	2,120,243	2,312,993	(2.8%)	9.1%
Streets, Roads, Bridges, Maintenance - Operations	2,649,087	2,723,465	2,531,768	2,506,604	(8.0%)	(1.0%)
Streets, Roads, Bridges, Maintenance - New Assets	13,159		11,361	24,113	-	112.2%
Traffic Control - Operations	75,715	3,777	4,609		(100.0%)	(100.0%)
Private Works - Operations	4,878	5,000	0	0	(100.0%)	-
TOTAL OPERATING EXPENDITURE	5,013,884	5,112,242	4,667,982	4,843,710	(5.3%)	3.8%
OPERATING INCOME						
Streets, Roads, Bridges - Maintenance	(174,850)	(1,250)	(9,704)	(228,559)	18184.7%	2255.4%
Traffic Control	(75,885)	(3,000)	(3,192)	0	(100.0%)	(100.0%)
Private Works - Operations	(4,100)	(5,000)	(695)	0	(100.0%)	(100.0%)
TOTAL OPERATING INCOME	(254,834)	(9,250)	(13,591)	(228,559)	2370.9%	1581.7%
CAPITAL EXPENDITURE						
Streets, Roads, Bridges - Asset Upgrade	2,477,404	1,894,000	1,884,398	5,274,418	178.5%	179.9%
Streets, Roads, Bridges - New Assets		0	0	0	-	-
Road Plant Purchases - Asset Renewal	387,644	634,716	640,464	269,316	(57.6%)	(57.9%)
Road Plant Purchases - Transfer to Reserves					-	-
TOTAL CAPITAL EXPENDITURE	2,865,047	2,528,716	2,524,862	5,543,734	119.2%	119.6%
CAPITAL INCOME						
Streets, Roads, Bridges - Construction	(2,389,726)	(1,563,109)	(1,854,350)	(4,611,491)	195.0%	148.7%
Road Plant - Vehicles Reserve	(387,644)	(604,513)	(622,751)	(269,316)	(55.4%)	(56.8%)
TOTAL CAPITAL INCOME	(2,777,370)	(2,167,622)	(2,477,100)	(4,880,807)	125.2%	97.0%
TRANSPORT - TOTAL EXPENDITURE	7,878,931	7,640,958	7,192,844	10,387,444	35.9%	44.4%
TRANSPORT - TOTAL INCOME	(3,032,204)	(2,176,872)	(2,490,692)	(5,109,366)	134.7%	105.1%
	4,846,727	5,464,086	4,702,152	5,278,078	(3.4%)	12.2%

Account Number	Job/Plant Number	Schedule 12 - Transport	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		CONSTRUCTION, STREETS, ROADS, BRIDGES, DEPOTS		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
132300		Depreciation - Streets, Roads, Bridges & Depot		2,271,045	2,380,000	2,120,243	2,312,993	(2.8%)	9.1%
		TOTAL OPERATING EXPENDITURE		2,271,045	2,380,000	2,120,243	2,312,993	(2.8%)	9.1%
		CAPITAL EXPENDITURE							
		Asset Upgrade / Improvements							
132100	Various	Roadworks Construction		546,776	970,000	970,775	387,230	(60.1%)	(60.1%)
132600	Various	Roadworks Regional Road group		717,599	0	0	1,075,188	-	-
132000	Various	Bridgeworks - Special Grants		266,347	30,000	23,979	2,502,000	8240.0%	10333.9%
133000	Various	Roads to Recovery Construction		704,693	425,000	422,165	425,000	-	0.7%
133300	Various	Blackspot Projects		152,218	285,000	277,327	680,000	138.6%	145.2%
133400		Commodity Route Projects		0	0	0	0	-	-
132400	Various	Footpath Construction Program		89,770	184,000	190,151	205,000	11.4%	7.8%
168800		Depot Construction		0	0	0	0	-	-
		Sub Total - Asset Upgrade / Improvements		2,477,404	1,894,000	1,884,398	5,274,418	178.5%	179.9%
		New Assets							
		Sub Total - New Assets		0	0	0	0	-	-
		TOTAL CAPITAL EXPENDITURE		2,477,404	1,894,000	1,884,398	5,274,418	178.5%	179.9%

Account Number	Job/Plant Number	Schedule 12 - Transport	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		CONSTRUCTION, STREETS, ROADS, BRIDGES, DEPOTS		\$	\$	\$	\$		
		CAPITAL INCOME							
		Government Grants							
132810		MRD Direct Grant (Now included as operating revenue)		0	(161,140)	(161,140)	0	(100.0%)	(100.0%)
103250		Grants - Black Spots		(40,000)	(190,000)	(176,000)	(453,334)	138.6%	157.6%
132510		Grants - LGGC Special Projects (Bridges)		(869,768)	0	0	(2,502,000)	-	-
133310		Grants - Roads to Recovery		(606,259)	(425,000)	(423,436)	(425,000)	-	0.4%
132910		Grants - Regional Road Group		(420,000)	(380,000)	(380,000)	(790,125)	107.9%	107.9%
133410		Grants - Pathway Program		(10,938)	(106,000)	(91,623)	(102,500)	(3.3%)	11.9%
132610		Grants -LRCI		0	0	0	(322,500)	-	-
		Contribution to Works							
131910		Contribution to Assets (Infrastructure / Future Works)		(9,773)	0	(12,000)	(16,032)	-	33.6%
135310		Contributions from Developers		(136,304)	0	0	0	-	-
		Fund Transfers							
133510		Transfer from Reserve (Construction)		(233,401)	(300,969)	(328,888)		(100.0%)	(100.0%)
133550		Transfer from Carried Forward Projects Reserve		(63,284)	0	0	0	-	-
103450		Transfer from Reserve (Construction)		0	0	(281,263)	0	-	(100.0%)
		TOTAL CAPITAL INCOME		(2,389,726)	(1,563,109)	(1,854,350)	(4,611,491)	195.0%	148.7%

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 12 - TRANSPORT	Detail	2020/21 Budget Estimate		
		CONSTRUCTION, STREETS, ROADS, BRIDGES, DEPOTS	\$	\$		
		Asset Upgrade / Improvements:				
		Bridgeworks				
132000	B3655	Lyons Road Bridge (W)	741,000			
	B3634	Sandhills Road Bridge (W)	915,000			
	3639	Bendall Road Bridge (W)	189,000			
	B3297	Airstrip Road Bridge (W)	270,000			
	3616	Irishstown Road Bridge (W)	387,000	2,502,000		
132100		Roadworks General - Summary (refer to Projects and Works sheet)				
		Expansion, Upgrade & Renewal				
	C2001	Hunter St, Donnybrook	12,000			
	C2002	Newlands Rd	220,000			
	C2003	King Spring Rd	5,000			
	C2004	Townsite Kerbing and Path Renewals	20,000			
	C2024	Victory Lane	95,230			
	C2005	Preliminary Surveys	20,000			
	C2006	Sundry Construction	15,000			
				387,230		
132600		Regional Road Group Projects				
	C2007	Upper Capel Rd	525,000			
	C2008	Brookhampton Road	120,000			
	C2009	Southampton Rd	220,000			
	C2010	Collins St	210,188			
				1,075,188		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 12 - TRANSPORT	Detail	2020/21 Budget Estimate		
133000		CONSTRUCTION, STREETS, ROADS, BRIDGES, DEPOTS CAPITAL EXPENDITURE	\$	\$		
		Asset Upgrade / Improvements:				
		Roads to Recovery Federal Funding Program				
		Roadworks (Upgrade & Renewal)				
		C2013 Westlington Rd	35,000			
		C2014 Cracknell Place	185,000			
		C2015 Nash Place	20,000			
		C2016 Hickman Place	8,000			
		C2017 Palmer St	10,000			
		C2018 Grimwade Rd	40,000			
		C2019 Wildmere Rd	22,000			
	C2020 Lyons Rd	35,000				
	C2021 Carmichael Rd	35,000				
	C2022 Glanardon Rd	35,000		425,000		
133300		Blackspot Projects				
	C2011	Jayes Rd	460,000			
	C2012	Sandhills Rd	220,000	680,000		
132400		Footpath Construction Program				
	C2023	Meldene Estate - SW Hwy and Bentley Rd Path	205,000	205,000		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 12 - TRANSPORT	Detail	2020/21 Budget Estimate		
		CONSTRUCTION, STREETS, ROADS, BRIDGES, DEPOTS	\$	\$		
		CAPITAL INCOME				
133310		Grants - Roads to Recovery				
		Roads to Recovery Grant - Amount allocated to construction				
		Westlington Rd	(35,000)			
		Cracknell Place	(185,000)			
		Nash Place	(20,000)			
		Hickman Place	(8,000)			
		Palmer St	(10,000)			
		Grimwade Rd	(40,000)			
		Wildmere Rd	(22,000)			
		Lyons Rd	(35,000)			
		Carmichael Rd	(35,000)			
		Glanardon Rd	(35,000)	(425,000)		
132910		Grants - Regional Road Group				
		Upper Capel Road	(350,000)			
		Brookhmpton Road	(80,000)			
		Southampton Road	(220,000)			
		Collins St	(140,125)	(790,125)		
132510		Grants - LGGC Special Projects (Bridges)				
		Lyons Road Bridge (W)	(741,000)			
		Sandhills Road Bridge (W)	(915,000)			
		Bendall Road Bridge (W)	(189,000)			
		Airstrip Road Bridge (W)	(270,000)			
		Irishtown Road Bridge (W)	(387,000)	(2,502,000)		
132610		Local Roads & Community Infrastructure Program				
		Meldene Estate, Pathway Dbk	(102,500)			
		Newlands Rd	(220,000)	(322,500)		
132810		Direct Grant MRWA				
		Direct Grant From Main Roads WA allocated to maintenance works (refer account number 109330 - Road Maintenance Program)		0		
103250		Grants - Black Spot				
		Grants under Federal & State Blackspot programs				
		Jayes Rd	(306,667)			
		Sandhills Rd	(146,667)	(453,334)		
133410		Grants - Pathways Program				
		Meldene Estate, Dbk	(102,500)	(102,500)		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 12 - TRANSPORT	Detail	2020/21 Budget Estimate		
131910		CONSTRUCTION, STREETS, ROADS, BRIDGES, DEPOTS	\$	\$		
		CAPITAL INCOME				
		Contribution to Assets (Infrastructure / Future Works)				
		Hunter St, Donnybrook	(6,028)			
		Jayes Rd	(10,004)	(16,032)		

Account Number	Job/Plant Number	Schedule 12 - Transport	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		MAINTENANCE, STREETS, ROADS, BRIDGES, DEPOTS		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
1341M0	Various	General Road Maintenance		1,082,809	982,081	993,537	996,472	1.5%	0.3%
114420		General Road Maintenance - Relief Staff		0	0	0	0	-	-
133500		Depreciation		945,325	1,081,964	857,106	935,024	(13.6%)	9.1%
133700	M008	Street Trees & Pruning		25,997	83,580	39,196	63,580	(23.9%)	62.2%
133800	M009	Crossovers		1,415	2,040	1,350	2,040	-	51.1%
134500	Various	Bridge Maintenance		247,266	258,875	239,184	176,979	(31.6%)	(26.0%)
134200		Street Lighting		76,728	88,517	77,330	82,000	(7.4%)	6.0%
134300	M007	Street Cleaning		83,757	90,000	56,253	84,000	(6.7%)	49.3%
134600	M010	Traffic Signs & Control		9,988	18,000	16,588	18,000	-	8.5%
101500	T008	Donnybrook Town Centre Development		19,063	18,500	7,208	5,000	(73.0%)	(30.6%)
170820	T004	Balingup Town Centre Development		37,847	18,500	18,500	5,000	(73.0%)	(73.0%)
101600	T009	Kirup Town Centre Development		5,864	8,000	759	2,000	(75.0%)	163.5%
134700	B011	Donnybrook - Depot Maintenance		24,114	26,400	25,499	26,400	-	3.5%
134800	B016	Balingup - Depot Maintenance		5,761	7,200	3,785	7,200	-	90.2%
135500	M030	Road Asset Management System Mtce		13,585	35,000	18,522	55,000	57.1%	196.9%
134820		Engineering Recruitment Expense		659	0	331	0	-	(100.0%)
114020	A012	Rural Property Numbering Scheme		1,918	4,808	3,870	3,308	(31.2%)	(14.5%)
167020		Stock Variance - Diesel		1,654	0	(382)	0	-	(100.0%)
169020		Stock Variance - Oil		174	0	(115)	0	-	(100.0%)
169610		P/L Sale of Assets		65,162	0	29,547	24,956	-	(15.5%)
198420		Unallocated Public Works Overheads		0	0	73,587	0	-	(100.0%)
198520		Unallocated Plant Allocations		0	0	70,112	0	-	(100.0%)
199020		Major Project Management Costs Reallocated		0	0	0	19,645	-	-
		Sub Total - Operations		2,649,087	2,723,465	2,531,768	2,506,604	(8.0%)	(1.0%)
		New Assets							
159920		Sundry Plant Purchases Below Threshold		13,159	0	11,361	24,113		
		Sub Total - New Assets		13,159	0	11,361	24,113	-	112.2%
		TOTAL OPERATING EXPENDITURE		2,662,246	2,723,465	2,543,129	2,530,717	(7.1%)	(0.5%)

Account Number	Job/Plant Number	Schedule 12 - Transport	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		MAINTENANCE, STREETS, ROADS, BRIDGES, DEPOTS		\$	\$	\$	\$		
		OPERATING INCOME							
109330		Grants - MRWA Direct Grants		(149,739)	0	0	(162,310)	-	-
135110		MRWA Reimbursements		(18,812)	0	(5,478)	(35,500)	-	548.0%
106830		Fees & Charges - Sundry		(796)	(750)	(643)	(500)	(33.3%)	(22.2%)
179130		P/L Sale of Assets		0	0	0	(3,636)	-	-
		Old Accounts - Historical Data							
135410		Contribution to Works - Other		(5,503)	0	0	0		
136110		Charges - Heavy Haulage Permits		0	(200)	0	0	(100.0%)	-
160530		Reimbursements - Leased Property		0	0	(3,583)	0	-	(100.0%)
135430		Transfer in From Reserves		0	(300)	0	(26,613)	8771.0%	-
		TOTAL OPERATING INCOME		(174,850)	(1,250)	(9,704)	(228,559)	18184.7%	2255.4%

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 12 - TRANSPORT	Detail	2020/21 Budget Estimate		
		MAINTENANCE, STREETS, ROADS, BRIDGES, DEPOTS	\$	\$		
		OPERATING EXPENDITURE				
134100		General Road Maintenance				
	MG001	Gravel Road Maintenance (Rural) (W)	499,000			
	MG000	Gravel Road Maintenance (Urban) (W)	21,300			
	MS000	Sealed Road Maintenance (Rural) (W)	361,172			
	MS999	Sealed Road Maintenance (Urban) (W)	115,000	996,472		
134500		Bridge Maintenance				
	M001	Bridge Maintenance Various (W)	100,000			
	M002	Bridge Insurance (Not R2R)	76,979			
				176,979		
133500		Depreciation				
		Depreciation on Bridges and Buildings	935,024	935,024		
133700		Street Trees & Pruning				
	M008	General Tree Pruning (W)	63,580	63,580		
133800		Crossovers				
	M009	Council Contribution to Crossovers (As Per Policy) (W)	2,040	2,040		
134200		Lighting of Streets				
		Provision to cater for Synergy consumption charges	80,000			
		Additional Lights - As Required	2,000	82,000		
134300		Street Cleaning				
	M007	Contract Street Sweeping (W)	84,000	84,000		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 12 - TRANSPORT	Detail	2020/21 Budget Estimate		
		MAINTENANCE, STREETS, ROADS, BRIDGES, DEPOTS OPERATING EXPENDITURE	\$	\$		
101500	T008	Donnybrook Town Centre Development	5,000	5,000		
170820	T004	Balingup Town Centre Development	5,000	5,000		
114020		Rural Property Numbering Scheme				
	A012	Provision for outside staff to assist with installation of number plates as required (W)	2,808			
	A012	Purchase of new rural number plates	500	3,308		
101600		Kirup/Mullalyup Town Centre Works				
	T009	Provision for various Kirup/Mullalyup Townscape activities	2,000	2,000		
134600		Traffic Signs & Control				
	M010	Provision for Traffic Signs & Control (W)	18,000	18,000		
134700		Donnybrook Depot Maintenance (W)				
	B011	General Maintenance of Donnybrook Depot (W)	21,621			
		Cleaner Wages	2,533			
		Cleaning Superannuation	241			
		Workers Compensation Insurance (Cleaner)	101			
		Building Insurance	1,904			
			0	26,400		
135500		Road Asset Management & Security				
	M030	Review of Service Delivery Model	25,000			
	M030	Traffic Count, Roman Data, Infrastructure	30,000	55,000		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 12 - TRANSPORT	Detail	2020/21 Budget Estimate		
		MAINTENANCE, STREETS, ROADS, BRIDGES, DEPOTS	\$	\$		
		OPERATING EXPENDITURE				
134800	B016	Balingup Depot Maintenance (W)				
		General Maintenance of Balingup Depot	5,704			
		Cleaner Wages	1,171			
		Cleaning Superannuation	111			
		Building Insurance	167			
		Workers Compensation Insurance (Cleaner)	47	7,200		
159920		Sundry Plant Purchases Below Threadshold				
		Sundry 15k Two Ways \$6 Trailer \$3.1k	24,113	24,113		
169610		P/L Sale of Assets				
		DB4550 Tip Truck	14,020			
		DB606 Ride on Mower	5,397			
		DB102 Ute Balingup	5,539	24,956		
199020		Major Project Management Costs Reallocated				
			19,645	19,645		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 12 - TRANSPORT	Detail	2020/21 Budget Estimate		
		MAINTENANCE, STREETS, ROADS, BRIDGES, DEPOTS	\$	\$		
		OPERATING INCOME				
109330		Government Grants - MRWA Direct Grant				
		MRWA Direct Grant allocated to maintenance projects	(162,310)	(162,310)		
135110		Reimbursements				
		Reimbursement from Main Roads WA of 50% cost of <i>Electricity used in Donnybrook Main Street parking area</i>	(5,500)			
		<i>Reimburse private signs purchases & installed by Council</i>				
		Storm Damage Clean-up DFES	(30,000)	(35,500)		
136510		Transfer from Reserve				
		Transfer from Vehicle Reserve (Trailer under asset threshold)	(3,113)			
		Transfer from Carried Over Projects Reserve	(23,500)	(26,613)		
106830		Fees & Charges - Sundry				
		Charges levied for the supply and installation of rural road number plates	(500)			
		Charges for assessment of heavy haulage permits	0	(500)		
179130		P/L Sale of Assets				
		DB112 Ute (WS)	(2,760)			
		DB117 Ute (P&G)	(698)			
		DB898 Mower	(178)	(3,636)		

Account Number	Job/Plant Number	Schedule 12 - Transport	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		ROAD PLANT PURCHASES		\$	\$	\$	\$		
		CAPITAL EXPENDITURE							
		Asset Renewal / Refurbishment							
135540		Major Plant Purchase		387,644	634,716	640,464	269,316	(57.6%)	(57.9%)
		Sub Total - Asset Renewal / Refurbishment		387,644	634,716	640,464	269,316	(57.6%)	(57.9%)
		TOTAL CAPITAL EXPENDITURE		387,644	634,716	640,464	269,316	(57.6%)	(57.9%)
		CAPITAL INCOME							
135650		Reserve Fund Transfer - Vehicles		(261,048)	(473,344)	(406,296)	(188,697)	(60.1%)	(53.6%)
135750		Sale of Plant & Equipment		(126,595)	(131,169)	(216,455)	(80,619)	(38.5%)	(62.8%)
		TOTAL CAPITAL INCOME		(387,644)	(604,513)	(622,751)	(269,316)	(55.4%)	(56.8%)

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 12 - TRANSPORT	Detail	2020/21 Budget Estimate		
135540		ROAD PLANT PURCHASES	\$	\$		
		CAPITAL EXPENDITURE				
		Asset Renewal / Refurbishment:				
		Purchase Plant & Equipment				
		As per Council's 10 Year Plant Replacement Schedule:				

		Replace DB 4550 Tip Truck	98,607			
Replace DB 112 Ute (WS)	41,519					
Replace DB 117 Ute (P&G)	25,949					
Replace DB 606 Ride-on Mower	50,625					
Replace DB 898 Ride-on Mower	26,987					
Replace P&G Ute DB 102 (Balingup)	25,629					
				269,316		
135650		CAPITAL INCOME				
		Reserve Fund Transfer				
		Transfer from Plant Reserve	(188,697)	(188,697)		
135750		Sale of Plant & Equipment				
		Provision for Trade-In or sale of the following:				

		Replace DB 4550 Tip Truck	(19,721)			
		Replace DB 112 Ute (WS)	(20,760)			
		Replace DB 117 Ute (P&G)	(13,493)			
		Replace DB 606 Ride-on Mower	(10,379)			
Replace DB 898 Ride-on Mower	(7,266)					
Replace P&G Ute DB 102 (Balingup)	(9,000)					
				(80,619)		

Account Number	Job/Plant Number	Schedule 12 - Transport	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		TRAFFIC CONTROL		\$	\$		\$		
		OPERATING EXPENDITURE							
		Operations							
160720		Administration Salaries Directly Allocated		68,345	2,967	0	0	(100.0%)	-
160820		Administration Superannuation Directly Allocated		5,342	510	4,574	0	(100.0%)	(100.0%)
146920		Licensing Computer Access		1,215	300	35	0	(100.0%)	(100.0%)
147120		Licensing Training Expense		813	0	0	0	-	-
		Sub Total - Operations		75,715	3,777	4,609	0	(100.0%)	(100.0%)
		TOTAL OPERATING EXPENDITURE		75,715	3,777	4,609	0	(100.0%)	(100.0%)
		OPERATING INCOME							
135430		Fees & Charges - Fines		0	0	0	0	-	-
		Old Accounts - Historical Data							
142430		Dept Transport Commission		(74,812)	(3,000)	(3,192)	0	(100.0%)	(100.0%)
143530		Reimbursements Transport Licensing		(1,073)	0	0	0	-	-
		TOTAL OPERATING INCOME		(75,885)	(3,000)	(3,192)	0	(100.0%)	(100.0%)

Account Number	Job/Plant Number	Schedule 12 - Transport	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		PRIVATE WORKS		\$	\$		\$		
		OPERATING EXPENDITURE							
		Operations							
142920		Private Works - Various		4,878	5,000	0	0	(100.0%)	-
		Sub Total - Operations		4,878	5,000	0	0	(100.0%)	-
		TOTAL OPERATING EXPENDITURE		4,878	5,000	0	0	(100.0%)	-
		OPERATING INCOME							
143230		Fees & Charges - Private Works		(4,100)	(5,000)	(695)	0	(100.0%)	(100.0%)
		TOTAL OPERATING INCOME		(4,100)	(5,000)	(695)	0	(100.0%)	(100.0%)

SCHEDULE 13 - ECONOMIC SERVICES - PROGRAM SUMMARY						
	2018/19	2019/20		2020/2021	Variance	Variance
	Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
OPERATING EXPENDITURE	\$	\$	\$	\$		
Rural Services - Operations	25,027	32,500	19,400	355,076	992.5%	1730.3%
Tourism & Area Promotion - Operations	163,550	206,782	172,015	220,274	6.5%	28.1%
Building Control - Operations	210,145	314,297	279,350	224,792	(28.5%)	(19.5%)
Other Economic Services - Operations	49,309	97,193	121,142	54,639	(43.8%)	(54.9%)
TOTAL OPERATING EXPENDITURE	448,032	650,772	591,906	854,781	31.3%	44.4%
OPERATING INCOME						
Rural Services	0	0	(6,000)	(315,266)	-	5154.4%
Tourism & Area Promotion	(41,620)	(40,050)	(44,786)	(40,050)	-	(10.6%)
Building Control	(119,175)	(40,225)	(48,239)	(45,650)	13.5%	(5.4%)
Other Economic Services	(80,351)	(82,778)	(78,286)	(79,815)	(3.6%)	2.0%
TOTAL OPERATING INCOME	(241,146)	(163,053)	(177,311)	(480,781)	194.9%	171.2%
CAPITAL EXPENDITURE						
Rural Services - New Assets	0	0	0	120,000	-	-
Tourism & Area Promotion - New Assets	0	20,000	10,386	0	(100.0%)	(100.0%)
Tourism & Area Promotion - Financing	0	0	0	0	-	-
Building Control - Asset Renewal / Refurbishment	0	87,437	55,617	34,000	(61.1%)	(38.9%)
Building Control - New Assets	0	0	0	0	-	-
Other Economic Services - New Assets	11,994	0	0	0	-	-
Other Economic Services - Financing	11,712	92,513	12,513	13,370	(85.5%)	6.8%
TOTAL CAPITAL EXPENDITURE	23,706	199,950	78,516	167,370	(16.3%)	113.2%

SCHEDULE 13 - ECONOMIC SERVICES - PROGRAM SUMMARY						
	2018/19	2019/20		2020/2021	Variance	Variance
	Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
CAPITAL INCOME	\$	\$	\$	\$		
Rural Services - New Assets	0	0	0	(120,000)	-	-
Tourism & Area Promotion	0		(9,632)	0	-	(100.0%)
Building Control	0	(92,570)	(55,617)	(34,000)	(63.3%)	(38.9%)
Other Economic Services	0	(80,000)	(354,546)	0	(100.0%)	(100.0%)
TOTAL CAPITAL INCOME	0	(172,570)	(419,795)	(154,000)	(10.8%)	(63.3%)
ECONOMIC SERVICES - TOTAL EXPENDITURE	471,738	850,722	670,423	1,022,151	20.2%	52.5%
ECONOMIC SERVICES - TOTAL INCOME	(241,146)	(335,623)	(597,106)	(634,781)	89.1%	6.3%
	230,592	515,099	73,317	387,370	(24.8%)	428.3%

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 13 - Economic Services	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		RURAL SERVICES		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
138520	Various	Vermin Control		0	500	0	500	-	-
138420		Noxious Weeds/Pest Plants		25,027	32,000	19,400	347,266	985.2%	1690.0%
138620		General Administration Allocated		0		0		-	-
199120		Major Project Management Costs Reallocated		0		0	7,310	-	-
		Sub Total Operations		25,027	32,500	19,400	355,076	992.5%	1730.3%
		TOTAL OPERATING EXPENDITURE		25,027	32,500	19,400	355,076	992.5%	1730.3%
		OPERATING INCOME							
160430	Various	Transfer from Reserve		0	0	(6,000)	0	-	(100.0%)
134130		Grant - Communities Combating Pest & Weeds		0	0	0	(315,266)	-	-
		TOTAL OPERATING INCOME		0	0	(6,000)	(315,266)	-	5154.4%
		CAPITAL EXPENDITURE							
182340	Various	Infrastructure Other		0	0	0	120,000	-	-
		TOTAL CAPITAL EXPENDITURE		0	0	0	120,000	-	-
		CAPITAL INCOME							
109750	Various	Infrastructure Other		0	0	0	(120,000)	-	-
		TOTAL CAPITAL INCOME		0	0	0	(120,000)	-	-

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 13 - ECONOMIC SERVICES	Detail	2020/21 Budget Estimate		
		RURAL SERVICES				
		OPERATING EXPENDITURE				
138520		Vermin Control				
		Allowance - Control of foxes & rabbits	500	500		
138420		Noxious Weeds/Pest Plants (W)				
	M064	Communities Combatting Pest and Weeds Program	315,266			
	M015	Cost to employ contractor for the control of noxious weeds and pest plants on Shire Reserves	32,000	347,266		
199120		Major Project Management Costs Reallocated	7,310	7,310		
134130		OPERATING INCOME				
		Communities Combatting Pest and Weeds Program	(315,266)	(315,266)		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 13 - ECONOMIC SERVICES	Detail	Estimate Budget Estimate		
182340	R132 R133	RURAL SERVICES CAPITAL EXPENDITURE Infrastructure Other Donnybrook Commercial Standpipe Balingup Commercial Standpipe	\$	\$		
			60,000 60,000	120,000		
109750		CAPITAL INCOME Grant (Capital) - Assets Drought Community Funding Donnybrook Commercial Standpipe Balingup Commercial Standpipe	(60,000) (60,000)	(120,000)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 13 - Economic Services	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		TOURISM AND AREA PROMOTION		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
139120		Area Promotion		67,298	74,986	74,022	75,000	0.0%	1.3%
128620	M034	Festivals & Community Events		4,572	6,084	905	4,500	(26.0%)	397.0%
139620		Railway Station Insurance		727	0	711	-	-	(100.0%)
171520	B037	Balingup Transit Park Operations		31,803	43,494	33,652	35,200	(19.1%)	4.6%
121920	R046	Donnybrook Transit Park Operations		48,760	67,218	53,381	54,200	(19.4%)	1.5%
139220		Depreciation - Tourism		10,390	15,000	9,343	10,193	(32.0%)	9.1%
139820		Bank Charges - Loans		0	0	0	1,298	-	-
158320		Salaries - Tourism and Area Promotion		0	0	0	32,443	-	-
158920		Superannuation - Tourism		0	0	0	3,363	-	-
161520		Employee Insurance - Workers Compensation		0	0	0	1,298	-	-
142770		Administration Employee Costs Reallocated		0	0	0	2,007	-	-
142870		General Administration Costs Reallocated		0	0	0	772	-	-
		Sub Total - Operations		163,550	206,782	172,015	220,274	6.5%	28.1%
		TOTAL OPERATING EXPENDITURE		163,550	206,782	172,015	220,274	6.5%	28.1%
		OPERATING INCOME							
139930		Fees & Charges - Balingup Transit Park		(10,085)	(7,000)	(11,736)	(7,000)	-	(40.4%)
103830		Fees & Charges - Donnybrook Transit Park		(30,934)	(32,850)	(27,862)	(32,850)	-	17.9%
113130		Fees & Charges - Caravan Park Licences		(600)	(200)	0	(200)	-	-
110850		Transfer from Reserve		0	0	(5,188)	0	-	(100.0%)
		TOTAL OPERATING INCOME		(41,620)	(40,050)	(44,786)	(40,050)	-	(10.6%)

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 13 - Economic Services	Note	2018/19	2019/20		2019/20	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		TOURISM AND AREA PROMOTION		\$	\$	\$	\$		
		CAPITAL EXPENDITURE							
		New Assets							
102940		Transit Park - Donnybrook		0	0	10,386	0		
173120		Tourism Infrastructure		0	20,000	0	0		
		Sub Total - New Assets		0	20,000	10,386	0	(100.0%)	(100.0%)
		Financing							
103040		Loan Principal Repayment		0	0	0	0	-	-
		Sub Total - Financing		0	0	0	0	-	-
		TOTAL CAPITAL EXPENDITURE		0	20,000	10,386	0	(100.0%)	(100.0%)
		CAPITAL INCOME							
104950		Transfer from Reserves		0	(20,000)	(9,632)	0	(100.0%)	(100.0%)
		TOTAL CAPITAL INCOME		0	(20,000)	(9,632)	0	(100.0%)	(100.0%)

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 13 - ECONOMIC SERVICES	Detail	2020/21 Budget Estimate		
139120		TOURISM AND AREA PROMOTION		\$	\$	
		OPERATING EXPENDITURE				
		Area Promotion Donnybrook Regional Tourism Association Inc. (Community Grants Program) Balingup Visitor Information Centre (Community Grants Program) Preston Press (Community Grants Program)	35,000 35,000 5,000	75,000		
128620	M034	Festivals & Community Events (W) Provision for staff labour associated with providing assistance to community groups e.g. Road closures, traffic management etc (including support for Anzac Day, Traffic Man Plan etc)	4,500	4,500		
171520	B037 B037 B037 B037 B037 B037	Balingup Transit Park Operations (W)				
		Wages Parks Crew	15,000			
		Plant Operation Costs	1,200			
		Building Insurance	187			
		Contractors	5,000			
		Electricity	3,000			
General Supplies	10,813	35,200				

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 13 - ECONOMIC SERVICES	Detail	2020/21 Budget Estimate		
		TOURISM AND AREA PROMOTION				
		OPERATING EXPENDITURE				
121920		Donnybrook Transit Park Operations (W)				
	R046	Wages Parks Crew	5,000			
	R046	Plant Operation Costs	1,200			
	R046	Building Insurance	742			
	R046	Water	210			
	R046	Sewerage	245			
	R046	Electricity	4,500			
	R046	Garden Supplies	13,803			
	R046	Contractors	28,500			
				54,200		
158320		Salaries - Tourism				
		Salaries - Administration Staff Directly Allocated	18,925			
		Salaries - Manager Community Development	9,350			
		Salaries - Community Development Officer	4,168	32,443		
158920		Superannuation - Tourism				
		Superannuation - Administration Staff Directly Allocated	1,798			
		Superannuation - Manager Community Development	1,169			
		Superannuation - Community Development Officer	396	3,363		
161520		Employee Insurance				
		Workers Compensation Insurance	1,298	1,298		
142770		Administration Employee Costs Reallocated	2,007	2,007		
142870		General Administration Costs Reallocated	778	772		
		OPERATING INCOME				
139930		Fees & Charges - Balingup Transit Park				
		Charges Balingup Transit Park (net) (Utilise COVID19 Res if impacted in 20-21)	(7,000)	(7,000)		
103830		Fees & Charges - Donnybrook Transit				
		Charges Donnybrook Transit Park (Utilise COVID19 Res if impacted in 20-21)	(32,850)	(32,850)		
113130		Fees & Charges - Caravan Park Licence Fees				
		Caravan Park Licence Fees	(200)	(200)		

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 13 - ECONOMIC SERVICES	Detail	2020/21 Budget Estimate		
		TOURISM AND AREA PROMOTION		\$	\$	
		CAPITAL EXPENDITURE				
102940		Transit Park - Donnybrook		0	0	
173120		Tourism Infrastructure				
171640		Transit Park Balingup		0	0	
		CAPITAL INCOME				
104950		Transfer from Reserve				

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 13 - Economic Services	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		BUILDING CONTROL		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
140620		Salaries		126,554	210,362	191,055	99,741	(52.6%)	(47.8%)
140720		Superannuation		7,857	25,378	13,620	12,185	(52.0%)	(10.5%)
161620		Employee Insurance - Workers Compensation		0	0	0	3,990	-	-
140820		Relief Staff - Contract		0	15,450	5,023	15,000	(2.9%)	198.6%
141120		Vehicle Expenses		26,042	24,000	23,802	14,250	(40.6%)	(40.1%)
141520		Conference & Training		2,024	1,800	1,692	2,000	11.1%	18.2%
141220		Legal Expenses		225	1,000	0	2,000	100.0%	-
141320		Sundry Building Expenses		9,354	13,429	10,191	5,770	(57.0%)	(43.4%)
141820		Furniture & Equipment (under threshold)		3,185	1,000	0	1,000	-	-
141420		Employee Provisions		1,505	0	1,505	0	-	(100.0%)
169710		P/L Sale of Assets		4,084	0	(2,859)	7,514	-	(362.9%)
141620		General Admin allocated		0	0	511		-	(100.0%)
106660		Admin Salaries Reallocated		13,727	0	13,040	41,847	-	220.9%
106760		Admin Super Reallocated		1,374	105	1,305	0	(100.0%)	(100.0%)
106860		Admin Employee Costs Reallocated		2,384	5,915	7,849	0	(100.0%)	(100.0%)
106960		Computer Costs Reallocated		6,230	8,228	6,889	0	(100.0%)	(100.0%)
107060		Admin Building Costs Reallocated		2,113	3,661	2,344	0	(100.0%)	(100.0%)
107160		General Admin Costs Reallocated		3,488	3,969	3,383	19,495	391.2%	476.3%
		Sub Total - Operations		210,145	314,297	279,350	224,792	(28.5%)	(19.5%)
		TOTAL OPERATING EXPENDITURE		210,145	314,297	279,350	224,792	(28.5%)	(19.5%)
		OPERATING INCOME							
141830		Fees & Charges - Fines		0	(100)	0	(100)	-	-
141530		Fees & Charges - Building Licenses		(113,995)	(35,000)	(42,473)	(40,000)	14.3%	(5.8%)
150030		Fees & Charges - Swimming Pool Inspections		(2,341)	(2,100)	(2,441)	(2,400)	14.3%	(1.7%)
141630		Fees & Charges - Commission BCITF		(420)	(400)	(474)	(425)	6.3%	(10.4%)
142130		Fees & Charges - Commission BRB		(845)	(875)	(870)	(875)	-	0.6%
141930		Reimbursements		(1,483)	(1,500)	(1,981)	(1,750)	16.7%	(11.7%)
141730		Fees & Charges - Sundry		(91)	(250)	0	(100)	(60.0%)	-
		TOTAL OPERATING INCOME		(119,175)	(40,225)	(48,239)	(45,650)	13.5%	(5.4%)

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 13 - Economic Services	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		BUILDING CONTROL		\$	\$	\$	\$		
		CAPITAL EXPENDITURE							
		Asset Renewal / Refurbishment							
141950		Building		0	3,060	170	0		
141940		Plant & Equipment		0	17,748	42,070	34,000	91.6%	(19.2%)
141960		Asset Refurbishment		0	66,629	13,377	0	(100.0%)	(100.0%)
142040		Furniture and Equipment		0	0	0	0	-	-
		Sub Total - Asset Renewal / Refurbishment		0	87,437	55,617	34,000		
		New Assets							
142040		Furniture and Equipment		0	0	0	0		
				0	0	0	0		
		TOTAL CAPITAL EXPENDITURE		0	87,437	55,617	34,000	(61.1%)	(38.9%)
		CAPITAL INCOME							
142250		Sale of Plant & Equipment		0	(33,831)	(19,091)	(12,000)	(64.5%)	(37.1%)
142150		Transfer from Vehicle Reserve		0	(58,739)	(22,979)	(22,000)	(62.5%)	(4.3%)
142160		From Buildings Reserve		0	0	(13,547)	0	-	(100.0%)
		TOTAL CAPITAL INCOME		0	(92,570)	(55,617)	(34,000)	(63.3%)	(38.9%)

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 13 - ECONOMIC SERVICES	Detail	2020/21 Budget Estimate		
		BUILDING CONTROL OPERATING EXPENDITURE	\$	\$		
140620		Salaries Salary Exec. Manager Operations Salary Full-time Building Surveyor Admin Support Development Services Administration Salaries Allocated	6,749 83,545 9,447 0	99,741		
140720		Superannuation - Building Superannuation Exec. Manager Operations Superannuation Full-time Building Surveyor PA for Development Services Administration Superannuation Allocated	844 10,443 898 0	12,185		
161620		Employee Insurance Workers Compensation Insurance	3,990	3,990		
140820		Contract Labour & Relief Swimming Pool Inspections by Contractor (approx. 30 pools) Provision to employ relief Building Surveyor (15 days)	6,000 9,000	15,000		
141520		Conference & Training Conference and Training Expenses	2,000	2,000		
141220		Legal Expenses Legal expenses in respect to prosecutions etc.	2,000	2,000		
141120		Vehicle Running Expenses Vehicle Running Expenses - Building Surveyor (Incl. Deprec) FBT on Building Surveyor's Vehicle	9,000 5,250	14,250		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 13 - ECONOMIC SERVICES	Detail	2020/21 Budget Estimate		
		BUILDING CONTROL	\$	\$		
		OPERATING EXPENDITURE				
		Operations:				
141320		Sundry Building Expenses				
		Public Liability Insurance	1,065			
		Fringe Benefits Tax - Minor Benefits	0			
		Protective Clothing \$300 & Uniform Allowance \$355 x 1	655			
		Mobile Phone Allowance (B/Surveyor)	550			
		BCA & Standards Disks / Subscription	2,500			
		Miscellaneous office supplies or equipment	1,000			
				5,770		
141820		Furniture and Equipment (under capitalisation threshold)				
		Miscellaneous F&E	1,000	1,000		
169710		P/L Sale of Assets				
		DB631 Building Vehicle	7,514	7,514		
106660		Administration Salaries Reallocated	41,847	41,847		
107160		General Administration Costs Reallocated	19,724	19,495		
		OPERATING INCOME				
141530		Fees & Charges - Building Licenses				
		Building Fees are set by legislation - see Fees and Charges schedule (Minimum permit fee of \$97.70 applies to all buildings)	(40,000)	(40,000)		
141630		Fees & Charges - Commission BCITF				
		Building and Construction Industry Training Fund - (0.20% > \$20,000) The Shire's levy collection agent fee to cover administration costs. (\$7.50 received for every levy form transacted)	(425)	(425)		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 13 - ECONOMIC SERVICES	Detail	2020/21 Budget Estimate		
		BUILDING CONTROL OPERATING INCOME	\$	\$		
142130		Fees & Charges - Commission BRB Commission payable on Builders Registration Board Levy	(875)	(875)		
141830		Fees & Charges - Fines Building Control Fines & Penalties	(100)	(100)		
141730		Charges & Fees - Sundry Other Building Fees & Charges (Demolition Permits etc.)	(100)	(100)		
141930		Reimbursements Contribution from employee for private use of vehicle & salary sacrifice of professional membership subscriptions	(1,750)	(1,750)		
150030		Fees & Charges - Swimming Pool Inspections Swimming Pool Inspection Fees (Charges in accordance with Building Regulations 1989, Part 10 r. 38F) (25% of 4 Yearly Inspection Fee Charged Annually)	(2,400)	(2,400)		
		CAPITAL EXPENDITURE				
141940		Plant & Equipment As per Council's 10 Year Plant Replacement Schedule: Replace DB 631 Building Officer Ute	34,000	34,000		
		CAPITAL INCOME				
142250		Trade-in Motor Vehicle Building Officer Vehicle - DB631	(12,000)	(12,000)		
142150		Transfer from Plant Reserve	(22,000)	(22,000)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 13 - Economic Services	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		OTHER ECONOMIC SERVICES		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
147420		Economic Development		5,700	19,432	0	0	(100.0%)	-
147720	B040	Building - 70 SW Hwy Dbk		11,245	14,852	10,844	11,607	(21.8%)	7.0%
112120		Land Disposal Costs		325	4,000	26,999	10,000	150.0%	(63.0%)
112020	B043	Vacant land - 44 Emerald St		328	200	0	350	75.0%	-
142520		Depreciation - OES		21,481	21,482	19,294	21,048	(2.0%)	9.1%
152920	R056	Lease Preparation Costs		4,400	21,000	2,400	0	(100.0%)	(100.0%)
147020		Industrial Land Infrastructure		0	10,000	0	0	(100.0%)	-
154020		Interest on Loans - Collins St		3,995	3,523	1,885	2,667	(24.3%)	41.5%
157820		Bank Charges - Loans		233	300	583	352	17.3%	(39.7%)
142420		White Sand Pit		36	0	0	0	-	-
158120		RAC Charging Station Expenses		1,566	2,404	1,595	1,800	(25.1%)	12.9%
143020		General Administration Allocated		0	0	851	6,815	-	700.5%
		Sub Total - Operations		49,309	97,193	121,142	54,639	(43.8%)	(54.9%)
		TOTAL OPERATING EXPENDITURE		49,309	97,193	121,142	54,639	(43.8%)	(54.9%)

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 13 - Economic Services	Note	2018/19	2019/20		2020/2021	Variance Budget	Variance Actual
				Actual	Budget	Forecast Estimate	Budget Estimate	Prior Yr	Prior Yr
		OTHER ECONOMIC SERVICES		\$	\$	\$	\$		
		OPERATING INCOME							
143630		Fees & Charges - Property Leases		(34,432)	(37,978)	(34,994)	(35,025)	(7.8%)	0.1%
147930		Reimbursements		(11,250)	(13,780)	(11,061)	(12,450)	(9.7%)	12.6%
142530		Fees & Charges - Extractive Industry License		(9,584)	(6,000)	(6,100)	(6,100)	1.7%	-
142730		Fees & Charges - Royalties		(24,920)	(24,920)	(26,131)	(26,240)	5.3%	0.4%
		Old Accounts - Historical Data							
142830		Other Royalties-Timber etc		0	(100)	0	0	(100.0%)	-
148030		Reimbursements RAC Charging Station		(165)	0	0		-	-
		TOTAL OPERATING INCOME		(80,351)	(82,778)	(78,286)	(79,815)	(3.6%)	2.0%
		CAPITAL EXPENDITURE							
		New Assets							
143140		Land		11,994	0	0	0	-	-
		Sub Total - New Assets		11,994	0	0	0	-	-
		Financing							
106440		Principal Repayment - Lot 605 Collins St		11,712	12,513	12,513	13,370	6.8%	6.8%
144040		Transfer to Land Development Reserve		0	80,000	0	0	(100.0%)	-
		Sub Total - Financing		11,712	92,513	12,513	13,370	(85.5%)	6.8%
		TOTAL CAPITAL EXPENDITURE		23,706	92,513	12,513	13,370	(85.5%)	6.8%
		CAPITAL INCOME							
102750		Proceeds of Loan - Mead Street Subdivision		0	(80,000)	(190,909)	0	(100.0%)	(100.0%)
108650		Proceeds of Loan - Steere Street		0		(163,637)	0	-	(100.0%)
		TOTAL CAPITAL INCOME		0	(80,000)	(354,546)	0	(100.0%)	(100.0%)

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES							
Account Number	Job/Plant Number	SCHEDULE 13 - ECONOMIC SERVICES	Detail	2020/21 Budget Estimate			
		OTHER ECONOMIC SERVICES		\$	\$		
		OPERATING EXPENDITURE					
147420		Economic Development					
		RAC Charging Station Expenses		1,800			
		Provision for unspecified projects		0			
		Strategic Building Projects and Assets		0			
				0	1,800		
147720		Community Bank Building					
	B040	Electricity		5,850			
	B040	Water		165			
	B040	Sewerage		3,000			
	B040	Contractors		1,500			
	B040	Building Insurance (Shire cost)		1,092			
	B040	Building Maintenance Works AMP		0	11,607		
112020	B043	Vacant Land - 44 Emerald Street & 6 Spencer St Balingup					
		Water rates on vacant land		350	350		
152920	R056	Land Development Costs (R056)		10,000	10,000		
112120		Land Disposal Costs					
		Land Disposal Costs		11,000	11,000		
154020		Interest on Loans - Storage Units Collins St					
		Interest on Loan 80 Collins St Storage Units		2,667	2,667		
157820		Bank Charges - Loans					
		Treasury Guarantee Fee @ 0.7% on loan 80 for Collins St		352	352		
New		Allocations Allocations					
143020		Administration Salaries Reallocated		5,070			
		General Administration Costs Reallocated		1,745	6,815		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 13 - ECONOMIC SERVICES	Detail	2020/21 Budget Estimate		
		OTHER ECONOMIC SERVICES	\$	\$		
		OPERATING INCOME				
143630		Fees & Charges - Property Leases				
		Bendigo Bank Building	(35,025)	(35,025)		
147930		Reimbursements				
		Reimbursement of charges for RAC Charging Station	(150)			
		Reimbursement of utility costs by Bendigo Bank	(12,300)	(12,450)		
142530		Fees & Charges - Extractive Industry License				
		Extractive Industry Licences - Annual renewal fees	(6,100)	(6,100)		
142730		Fees & Charges - Royalties				
		Lease Reserve 37474 (5 year lease from 14/8/14 to 13/8/19)	(26,240)	(26,240)		
		CAPITAL EXPENDITURE				
143140		Land				
				0		
106440		Loan Principal Repaid				
		Principal Repayment Loan 80 Collins St Storage Units	13,370	13,370		

SCHEDULE 14 - OTHER PROPERTY AND SERVICES - PROGRAM SUMMARY

	2018/19	2019/20		2020/2021	Variance	Variance
	Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
OPERATING EXPENDITURE	\$	\$	\$	\$		
Public Works Overheads - Operations	1,373,593	1,459,806	1,501,018	1,498,372	2.6%	(0.2%)
Less: Public Works Overheads Allocated to Works	(1,272,252)	(1,363,514)	(1,372,744)	(1,410,372)	3.4%	2.7%
Plant Operation Costs - Operations	943,623	900,258	765,496	845,129	(6.1%)	10.4%
Less: Plant Operation Costs Allocated to Works	(914,503)	(869,758)	(725,223)	(814,929)	(6.3%)	12.4%
Materials - Operations	254,967	260,000	275,183	175,000	(32.7%)	(36.4%)
Less Materials Allocated to Works	(254,967)	(160,000)	(161,553)	(175,000)	9.4%	8.3%
Less Closing Stock (Materials) Transferred to B/Sheet	0	0	0	0	-	-
Wages and Salaries - Operations	6,616,958	6,526,229	6,819,865	6,769,355	3.7%	(0.7%)
Less: Wages and Salaries Allocated	(6,616,958)	(6,526,229)	(6,819,865)	(6,769,355)	3.7%	(0.7%)
Major Projects - Project Management	0	0	0	296,011	-	-
Less: Project Works Overheads Allocated to Jobs	0	0	0	(296,011)	-	-
TOTAL OPERATING EXPENDITURE	130,461	226,792	282,177	118,200	(47.9%)	(58.1%)
OPERATING INCOME						
Public Works Overheads	(101,194)	(96,292)	(128,273)	(88,000)	(8.6%)	(31.4%)
Plant Operation Costs	(29,120)	(30,500)	(40,273)	(30,200)	(1.0%)	(25.0%)
TOTAL OPERATING INCOME	(130,314)	(126,792)	(168,546)	(118,200)	(6.8%)	(29.9%)
OTHER PROPERTY AND SERVICES - TOTAL EXPENDITURE	130,461	226,792	282,177	118,200	(47.9%)	(58.1%)
OTHER PROPERTY AND SERVICES - TOTAL INCOME	(130,314)	(126,792)	(168,546)	(118,200)	(6.8%)	(29.9%)
	147	100,000	113,630	0	(100.0%)	(100.0%)

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 14 - Other Property and Services	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		PUBLIC WORKS OVERHEADS		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
		<i>Engineering Staff</i>							
176820		Salaries & Wages		461,395	482,910	502,916	510,219	5.7%	1.5%
143520		Superannuation		7,896	54,798	8,708	59,401	8.4%	582.1%
143920		Vehicle Expenses		38,587	39,500	25,465	41,150	4.2%	61.6%
144520		Uniform		1,521	1,440	1,440	1,775	23.3%	23.3%
		<i>Works Staff</i>							
167820		Holiday - Annual Leave Pay		94,418	103,799	96,492	98,000	(5.6%)	1.6%
167920		Holiday Pay - Public Holidays		54,230	37,816	50,593	47,651	26.0%	(5.8%)
144020		Sick Leave		34,349	12,605	43,214	40,000	217.3%	(7.4%)
143620		Superannuation		163,265	131,707	164,529	124,062	(5.8%)	(24.6%)
144220		Long Service Leave		33,329	7,500	14,297	7,500	-	(47.5%)
144620	T001	Conference and Training Expenses		23,270	12,000	12,440	27,000	125.0%	117.1%
144520		Protective Clothing & Equipment		14,483	16,800	17,838	18,000	7.1%	0.9%
144320		Insurance on Works		67,164	80,697	81,525	52,545	(34.9%)	(35.5%)
146120		Workers Compensation Allocated		67,838	80,000	113,903	80,000	-	(29.8%)
167620		Time in Lieu		419	0	0	0	-	-
176720		Other Overheads		35,914	50,500	33,893	39,517	(21.7%)	16.6%
156920		Adverse Working Conditions Allowance		67	0	(33)	0	-	(100.0%)
146020		Gratuity Payments		300	0	0	300	-	-
176920	Various	Occupational Health and Safety		9,547	12,000	15,349	13,000	8.3%	(15.3%)
144120		Employee Provisions		30,580	0	81,946	0	-	(100.0%)
177020		Furniture and Equipment (under Threshold)		4,933	7,000	1,866	4,000	(42.9%)	114.3%
195720		Administration Salaries Allocated		605	0	833	0	-	(100.0%)
167720		General Administration Allocated		342	0	4,377	0	-	(100.0%)
107260		Admin Salaries Reallocated		158,101	226,798	150,186	217,524	(4.1%)	44.8%
107360		Admin Super Reallocated		15,856	24,975	15,054	0	(100.0%)	(100.0%)
107460		Admin Employee Costs Reallocated		1,589	3,941	5,232	0	(100.0%)	(100.0%)
107560		Computer Costs Reallocated		49,887	65,731	55,163	0	(100.0%)	(100.0%)
107660		Admin Building Costs Reallocated		1,402	4,660	1,555	0	(100.0%)	(100.0%)
107760		General Admin Costs Reallocated		2,306	2,629	2,237	116,728	4340.0%	5118.9%
		Sub Total - Operations		1,373,593	1,459,806	1,501,018	1,498,372	2.6%	(0.2%)
		TOTAL OPERATING EXPENDITURE		1,373,593	1,459,806	1,501,018	1,498,372	2.6%	(0.2%)

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 14 - Other Property and Services	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		PUBLIC WORKS OVERHEADS		\$	\$	\$	\$		
		OPERATING INCOME							
146130		Reimbursements		(62,008)	(79,992)	(106,815)	(80,000)	0.0%	(25.1%)
104730		Reimbursements - Employees		0	0	(2,500)	0	-	(100.0%)
123530		Contributions		0	(7,500)	(4,436)	(500)	(93.3%)	(88.7%)
144230		From LSL Reserve		(39,186)	(7,500)	(14,297)	(7,500)	-	(47.5%)
110650		Transfer from Reserve		0	0	(225)	0	-	(100.0%)
		Old Accounts - Historical Data							
114930		Reimbursements - Uniform Purchase		0	0	0	0	-	-
159730		Contributions & Reimbursements		0	(1,300)	0	0	(100.0%)	-
144330		Reimbursements - Engineering Services		0	0	0	0	-	-
		TOTAL OPERATING INCOME		(101,194)	(96,292)	(128,273)	(88,000)	(8.6%)	(31.4%)
174220		LESS ALLOCATED TO WORKS & SERVICES		(1,272,252)	(1,363,514)	(1,372,744)	(1,410,372)	3.4%	2.7%
		PUBLIC WORKS OVERHEADS - UNALLOCATED		147	0	0	0	-	-

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 14 - OTHER PROPERTY AND SERVICES	Detail	2020/21 Budget Estimate		
		PUBLIC WORKS OVERHEADS		\$	\$	
		OPERATING EXPENDITURE				
176820		Salaries - Engineering Staff				
		Salaries Engineering staff	510,219		510,219	
		Administration Salaries Allocated				
143620		Superannuation Engineering Staff				
		Superannuation Engineering staff	59,401		59,401	
		Administration Superannuation Allocated				
144520		Uniform Allowance Engineering Staff				
		Uniform allowance 5 @ \$355pa	1,775		1,775	
143920		Vehicle Expenses				
		Manager WS Vehicle expenses (incl. Fixed Asset Deprec)	11,000			
		EMO Vehicle expenses (Proportion)	3,150			
		Senior Technical Officer Vehicle expenses (including Deprec.)	8,500			
		W/Supervisor's Vehicle expenses (including Deprec.)	18,500		41,150	
143620		Superannuation Time sheeted Works				
		Superannuation Outside Staff:	124,062		124,062	
144020		Sick Leave				
		Estimated sick leave for Works staff	40,000		40,000	
146120		Compensation Payments Allocated				
		Provision for Workers compensation				
		(Covered by Insurance Policy Refunds)	80,000		80,000	
144220		Long Service Leave				
		LSL Payments to employees	7,500		7,500	
144320		Insurance on Works				
		Workers Compensation Insurance Workforce	20,409			
		Marine Cargo	0			
		Engineering Insurance:	3,397			
		Workers Compensation Insurance Supervisors	20,409			
		Public Liability Insurance on Works	8,330			
					52,545	

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 14 - OTHER PROPERTY AND SERVICES	Detail	2020/21 Budget Estimate		
		PUBLIC WORKS OVERHEADS OPERATING EXPENDITURE	\$	\$		
		Operations:				
144520		Protective Clothing/Equip Protective Clothing For Outside Staff	18,000	18,000		
144620	T001	Conference & Training Expenses Outside Staff and Supervisors (Office staff in Admin) Wages While Attending Training (W)	21,000 6,000	27,000		
167820		Holiday Pay Annual Leave Provision for Outside staff annual leave	98,000	98,000		
167920		Holiday Pay Public Holidays Provision for Outside staff Public Holidays	47,651	47,651		
146020		Gratuity Payments Employee service recognition program	300	300		
176920	S001	Occupational Safety & Health / Staff Toolbox Meetings (W) Staff attendance at OSH Meetings	4,000			
	S002	Staff attendance at Toolbox & other meetings	6,600			
	S003	Safety & Health Initiatives (direct costs)	2,400	13,000		
176720		Other Overheads General Office Expenses General Subscriptions Aust. Standards & Tech Manuals Lease of Xerox DCC4471 Multi Function Printer (Photocopier) Telephone Expenses Replace / Upgrade Mobile Phones Employee Costs, medical, police clearances Software Subscription (Civil) Fringe Benefits Tax (Vehicles, Telephone etc) Upgrade to high band radios Staff networking (CEO discretion) Rec Centre Fees (as per Council policy)	2,000 1,407 1,000 1,243 3,000 2,000 1,000 1,000 19,517 6,000 500 850	39,517		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES							
Account Number	Job/Plant Number	SCHEDULE 14 - OTHER PROPERTY AND SERVICES	Detail	2020/21 Budget Estimate			
		PUBLIC WORKS OVERHEADS		\$	\$		
		OPERATING EXPENDITURE					
177020		Furniture and Equipment					
		Purchase of miscellaneous Furniture and Equipment under the Capitalisation Threshold		4,000	4,000		
107260		Administration Salaries Reallocated		217,524	217,524		
107760		General Administration Costs Reallocated		118,044	116,728		
		OPERATING INCOME					
146130		Reimbursements					
		Works Compensation & Engineering Services					
		Reimbursements from Municipal Workfare		(80,000)	(80,000)		
123530		Contributions					
		Miscellaneous contributions including negotiated staff contributions for private use of Council vehicle		(500)	(500)		
144230		Transfer from Long Service Leave Reserve					
		Transfer from Reserve, LSL		(7,500)	(7,500)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 14 - Other Property and Services	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		PLANT OPERATION COSTS		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
145220		Fuel & Oil		204,646	176,000	179,374	175,000	(0.6%)	(2.4%)
144820		Tyres, Tubes		27,159	30,000	25,803	30,000	-	16.3%
144720		Repair Wages and Allowances		69,546	45,900	63,580	68,000	48.1%	7.0%
168020		Parts & Repairs		147,629	148,992	136,709	140,000	(6.0%)	2.4%
146220		Wages - Mechanic		2,516	0	2,549	2,700	-	5.9%
160920		Superannuation		8,015	0	8,216	8,504		
144370		Employee Insurance - Workers Compensation		0	0	0	2,721		
144920		Licenses & Insurance		96,625	101,856	90,972	109,361	7.4%	20.2%
149920		Workshop Consumables		3,266	3,492	4,522	4,500	28.9%	(0.5%)
151020		Plant Depreciation		384,222	394,018	253,772	298,000	(24.4%)	17.4%
142970		Administration Allocation		0	0		4,516	-	-
143070		General Administration Costs Reallocated		0	0		1,827	-	-
		Sub Total - Operations		943,623	900,258	765,496	845,129	(6.1%)	10.4%
		TOTAL OPERATING EXPENDITURE		943,623	900,258	765,496	845,129	(6.1%)	10.4%
		OPERATING INCOME							
135030		Reimbursements		0	(300)	0	(100)	(66.7%)	-
178230		Fees & Charges - Sundry		0	(200)	0	(100)	(50.0%)	-
178530		Fees & Charges - Sundry		0	0	(2,787)	0	-	(100.0%)
178430		Reimbursement - Diesel Fuel Rebate		(29,120)	(30,000)	(37,486)	(30,000)	-	(20.0%)
		TOTAL OPERATING INCOME		(29,120)	(30,500)	(40,273)	(30,200)	(1.0%)	(25.0%)
145120		LESS ALLOCATED TO WORKS & SERVICES		(914,503)	(869,758)	(725,223)	(814,929)	(6.3%)	12.4%
		PLANT OPERATION COSTS UNALLOCATED		0	0	0	0	-	-

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 14 - OTHER PROPERTY AND SERVICES	Detail	2020/21 Budget Estimate		
		PLANT OPERATION COSTS	\$	\$		
		OPERATING EXPENDITURE				
144720		Plant Repairs - Mechanic & Others (W)				
		Salaries Only	68,000	68,000		
146220		Mechanics Tools Allowance				
		Mechanic Wage Inc. Tool Allowance	2,700	2,700		
160920		Superannuation				
		Superannuation Payable on Mechanic Wage	8,504	8,504		
144370		Employee Insurance Workers Compensation				
		Workers Compensation Insurance payable on Mechanic Wage	2,721	2,721		
144820		Tyres & Batteries				
		Tyre replacement requirements	30,000	30,000		
144920		Insurance & Licenses				
		Insurance on Motor Vehicles and Plant Including Fire Equipment	95,361			
		Vehicle Registrations	14,000	109,361		
145220		Fuels & Oils Used				
		Fuels & Oils used by plant	175,000	175,000		
149920		Workshop Consumables (W)				
		General workshop consumables	4,500	4,500		
168020		Parts and Repairs				
		Plant spare parts & repairs				
		(Includes some provision for major plant repair)	140,000	140,000		
151020		Depreciation on Plant				
		Fixed Asset Depreciation charged to Plant	298,000	298,000		
142970		Administration Salaries Reallocated	4,516	4,516		
143070		General Administration Costs Reallocated	1,833	1,827		

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 14 - OTHER PROPERTY AND SERVICES	Detail	2020/21 Budget Estimate		
		PLANT OPERATION COSTS	\$	\$		
		OPERATING INCOME				
178430		Reimbursements - Diesel Fuel Rebate Income Income from Govt. Diesel Fuel Rebate Scheme	(30,000)	(30,000)		
178230		Fees & Charges Sundry Sale of Scrap or minor surplus items	(100)	(100)		
135030		Reimbursements Minor Reimbursements	(100)	(100)		
145120		Less POC allocated to Works & Services - Estimated Plant Operation Costs are to be allocated directly to projects & works based on utilisation and internal charge rates through timesheets		(814,929)		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 14 - Other Property and Services	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		MATERIALS		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
		Operations							
145300		Stock On Hand (Opening 1 July)		62,891	0	16,313	0	-	(100.0%)
145200		Stock Adjustment		1,654		0		-	-
145400		Plus Materials Purchased (e.g. Gravel)		0	100,000	96,143	0	(100.0%)	(100.0%)
145820		Fuel and Oil - Distillate		188,727	155,000	158,119	170,000	9.7%	7.5%
145920		Fuel and Oil - Oil		1,695	5,000	4,608	5,000	-	8.5%
		Sub Total - Operations		254,967	260,000	275,183	175,000	(32.7%)	(36.4%)
		<i>Less Materials Allocated To Works & Services</i>		(254,967)	(160,000)	(161,553)	(175,000)		
145600		Stock On Hand (Closing 30 June)		0	100,000	113,630	(175,000)	(275.0%)	(254.0%)
		Transfer Closing Stock to Balance Sheet		0	0	0	0	-	-
				0	100,000	113,630	(175,000)	(275.0%)	(254.0%)
		SALARIES & WAGES							
		OPERATING EXPENDITURE							
		Operations							
		Gross Salaries & Wages for full year		6,616,958	6,526,229	6,819,865	6,769,355	3.7%	(0.7%)
		<i>Less Salaries & Wages Allocated</i>		(6,616,958)	(6,526,229)	(6,819,865)	(6,769,355)	3.7%	(0.7%)
		TOTAL SALARIES & WAGES UNALLOCATED		0	0	0	0	-	-

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES						
Account Number	Job/Plant Number	SCHEDULE 14 - OTHER PROPERTY AND SERVICES	Detail	2020/21 Budget Estimate		
		MATERIALS	\$	\$		
		OPERATING EXPENDITURE				
		Operations:				
145300		Stock On Hand July 1st.	0	0		
145400		Plus Gravel / Materials Purchased		0		
145820		Fuel and Oil - Distillate	170,000	170,000		
145920		Fuel and Oil - Oil	5,000	5,000		
		Sub Total Operations		175,000		
		Less Materials Allocated to Works and Services	(175,000)	(175,000)		
		Stock On Hand as at 30 June		0		
		SALARIES & WAGES				
		OPERATING EXPENDITURE				
		Operations				
4570/4580		Gross Salaries & Wages for full year		6,769,355		
4590/4600		Less Salaries & Wages Allocated		(6,769,355)		
		TOTAL SALARIES & WAGES UNALLOCATED		0		

2020-21 DRAFT BUDGET

Account Number	Job/Plant Number	Schedule 14 - Other Property and Services	Note	2018/19	2019/20		2020/2021	Variance	Variance
				Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
		PROJECTS		\$	\$	\$	\$		
		OPERATING EXPENDITURE							
		Operations							
141070		Salaries		0	0	0	224,392	-	-
141170		Superannuation		0	0	0	26,019	-	-
141270		Workers Compensation		0	0	0	8,976	-	-
141370		Fringe Benefits Tax		0	0	0	8,800	-	-
141470		Other Expenses		0	0	0	520	-	-
141570		Vehicle Expenses		0	0	0	8,000	-	-
141870		Furniture & Equipment Under Threshold		0	0	0	3,000	-	-
143170		Administration Salaries Reallocated		0	0	0	13,387	-	-
143270		General Administration Costs Reallocated		0	0	0	2,917	-	-
		Sub Total - Operations		0	0	0	296,011	-	-
141970		<i>Less Costs Allocated To Projects</i>		0	0	0	(296,011)		
		PROJECT COSTS - UNALLOCATED		0	0	0	0	-	-

2020-21 DRAFT BUDGET

BUDGET SUPPORTING NOTES							
Account Number	Job/Plant Number	SCHEDULE 14 - OTHER PROPERTY AND SERVICES	Detail	2020/21 Budget Estimate			
		PROJECTS		\$	\$		
		OPERATING EXPENDITURE					
141070		Salaries - Project Staff					
		Salaries Staff Undertaking Project Work		224,392			
				0	224,392		
141170		Superannuation					
		Superannuation Project staff		26,019			
				0	26,019		
141270		Workers Compensation Insurance					
		Project Staff		8,976	8,976		
141370		Fringe Benefits Tax					
		FBT on Motor Vehicle		8,800	8,800		
141470		Other Expenditure					
		Uniform Allowance ¹ @ \$520 pa first year		520	520		
141570		Vehicle Expenses					
		Project Officer Vehicle Expenses (incl. Asset Deprec)		8,000	8,000		
141870		Furniture & Equipment Under Threshold					
		Provision for minor equipment under threshold		3,000	3,000		
143170		Administration Salaries Reallocated					
				13,387	13,387		
143270		General Administration Costs Reallocated					
				2,917	2,917		
		Sub Total Operations			296,011		
141970		Less Costs Allocated to Projects (to be allocated to other areas once Projects are finalised)		(296,011)	(296,011)		
					0		

SCHEDULE 15 - FUND TRANSFERS - PROGRAM SUMMARY						
	2018/19	2019/20		2020/2021	Variance	Variance
	Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
CAPITAL EXPENDITURE	\$	\$	\$	\$		
Transfer to other Funds - Financing	0	821,149	1,193,921	320,000	(61.0%)	(73.2%)
TOTAL CAPITAL EXPENDITURE	0	821,149	1,193,921	320,000	(61.0%)	(73.2%)
CAPITAL INCOME						
Transfer from other Funds	0	(181,626)	(181,626)	0		
TOTAL EXPENDITURE	0	821,149	1,193,921	320,000	(61.0%)	(73.2%)
CAPITAL INCOME	0	(181,626)	(181,626)	0	(100.0%)	(100.0%)
	0	639,523	1,012,295	320,000	(50.0%)	(68.4%)

2020-21 DRAFT BUDGET

Account Number	Schedule 15 - Fund Transfers	Note	2018/19	2019/20		2020/2021	Variance	Variance
			Actual	Budget	Forecast Estimate	Budget Estimate	Budget Prior Yr	Actual Prior Yr
	TRANSFER TO OTHER FUNDS		\$	\$	\$	\$		
	CAPITAL EXPENDITURE							
	Financing							
147200	Transfer to Waste Management Reserve		0	31,149	66,746	0	(100.0%)	(100.0%)
147300	Transfer to Employee Entitlements Reserve		0	10,000	10,000	0	(100.0%)	(100.0%)
148300	Transfer to Land Development Reserve		0	0	200,271	0	-	(100.0%)
147600	Transfer to Vehicle Reserve		0	320,000	320,000	320,000	-	-
147700	Transfer to Aged Housing Reserve		0	0	42,108	0	-	(100.0%)
147400	Transfer to Roadworks Reserve		0	0	0	0	-	-
149500	Transfer to Contribution to Works Reserve		0	0	0	0	-	-
148200	Transfer to CBD Development Reserve		0	0	0	0	-	-
147900	Transfer to Buildings Reserve		0	270,000	270,000	0	(100.0%)	(100.0%)
148600	Transfer to Building Maintenance Reserve		0	0	0	0	-	-
148000	Transfer to Information Technology Reserve		0	0	0	0	-	-
147800	Transfer to Arbuthnot Reserves		0	0	0	0	-	-
148400	Transfer to Apple Funpark Reserve		0	0	0	0	-	-
148700	Transfer to Parks & Reserves Reserve		0	150,000	150,000	0	-	-
146600	Transfer to Unspent Grants Reserve		0	0	0	0	-	-
146700	Transfer to Carried Forward Projects Reserve		0	0	94,796	0	-	-
148100	Transfer to Revaluation Reserve		0	40,000	40,000	0	-	-
	Sub Total - Financing			821,149	1,193,921	320,000	(61.0%)	(73.2%)
	TOTAL CAPITAL EXPENDITURE			821,149	1,193,921	320,000	(61.0%)	(73.2%)
	CAPITAL INCOME							
	Transfer from Reserves							
106180	Transfer from Carried Forward Project Reserve		0	(181,626)	(181,626)	0		
			0	(181,626)	(181,626)	0		

Item	GL	Job	Project Description	Location	Internal Resource	Asset Class	Category	Project Cost (AMP)	Project Cost (Held Over)	Cash Reserves	Reserve Name	Funding Source										Funding Total	Net Cost
												Grants	Provider	Income GL	Contrib.	Contributor	Borrowings	Borrowings Type	Other				
80	132100	C2007	Upper Capel Road		Works	Infrastructure - Roads	Capital Expense	(525,000)				350,000	MRWA RRG	132910							350,000	(175,000)	
81	132100	C2008	Brookhampton Road		Works	Infrastructure - Roads	Capital Expense	(120,000)				80,000	MRWA RRG	132910							80,000	(40,000)	
82	132100	C2009	Southampton Road		Works	Infrastructure - Roads	Capital Expense	(220,000)				220,000	MRWA RRG	132910							220,000	0	
83	132100	C2010	Collins Street		Works	Infrastructure - Roads	Capital Expense	(210,188)				140,125	MRWA RRG	132910							140,125	(70,063)	
84	133300	C2011	Jayes Road		Works	Infrastructure - Roads	Capital Expense	(460,000)				306,667	Blackspot	103250	10.004	CTW0033, CTW0039					316,671	(143,329)	
85	133300	C2012	Sandhills Road		Works	Infrastructure - Roads	Capital Expense	(220,000)				146,667	Blackspot	103250							146,667	(73,333)	
86	133000	C2013	Wellington Road R2R		Works	Infrastructure - Roads	Capital Expense	(35,000)				35,000	R2R	133310							35,000	0	
87	133000	C2014	Cracknell Place R2R		Works	Infrastructure - Roads	Capital Expense	(185,000)				185,000	R2R	133310							185,000	0	
88	133000	C2015	Nash Place R2R		Works	Infrastructure - Roads	Capital Expense	(20,000)				20,000	R2R	133310							20,000	0	
89	133000	C2016	Hickman Place R2R		Works	Infrastructure - Roads	Capital Expense	(8,000)				8,000	R2R	133310							8,000	0	
90	133000	C2017	Palmer Street R2R		Works	Infrastructure - Roads	Capital Expense	(10,000)				10,000	R2R	133310							10,000	0	
91	133000	C2018	Grimwade Road R2R		Works	Infrastructure - Roads	Capital Expense	(40,000)				40,000	R2R	133310							40,000	0	
92	133000	C2019	Wildmere Road R2R		Works	Infrastructure - Roads	Capital Expense	(22,000)				22,000	R2R	133310							22,000	0	
93	133000	C2020	Lyons Road R2R		Works	Infrastructure - Roads	Capital Expense	(35,000)				35,000	R2R	133310							35,000	0	
94	133000	C2021	Carmichael Road R2R		Works	Infrastructure - Roads	Capital Expense	(35,000)				35,000	R2R	133310							35,000	0	
95	133000	C2022	Glenardon Road R2R		Works	Infrastructure - Roads	Capital Expense	(35,000)				35,000	R2R	133310							35,000	0	
96	132400	C2023	Pathways Meldene Estate		Works	Infrastructure - Footpaths	Capital Expense	(205,000)				205,000	WABN/LRCI	32610 & 133410							205,000	0	
97	106940	R040	Apple Fun Park Renewal of Equipment		Works	Infrastructure - Other	Capital Expense	(7,500)													0	(7,500)	
98	111840	R131	Donnybrook Arboretum Safety Fencing and Furn		Works	Infrastructure - Other	Capital Expense	(22,588)													0	(22,588)	
99	126820	R032	Playground Equipment		Works	Infrastructure - Other	Capital Expense	(15,000)													0	(15,000)	
100	126720	R104	Top Dressing Ovals		Works	Parks Mtce.	Operating Expense	(5,000)													0	(5,000)	
101	127120	R098	Avenue of Honour Oak Tree Works	Balingup	Works	Parks Mtce.	Operating Expense	(5,000)													0	(5,000)	
102	111840	R099	Street Lighting Replacement Energy Efficiency		Works	Infrastructure - Other	Capital Expense	(8,000)													0	(8,000)	
103	101500	T008	Townscape Works	Donnybrook	Works	Infrastructure - Other	Operating Expense	(5,000)													0	(5,000)	
104	170820	T004	Townscape Works	Balingup	Works	Infrastructure - Other	Operating Expense	(5,000)													0	(5,000)	
105	101600	T009	Townscape Works	Kirup	Works	Infrastructure - Other	Operating Expense	(2,000)													0	(2,000)	
106	109640	R085	Donnybrook Cemetery Upgrade	Donnybrook	Works	Infrastructure - Other	Capital Expense	(15,000)													0	(15,000)	
107	182340	R132	Standpipes - Commercial - Drought	Donnybrook	Works	Infrastructure - Other	Capital Expense	(60,000)				60,000	DC	109750							60,000	0	
108	182340	R133	Standpipes - Commercial - Drought	Balingup	Works	Infrastructure - Other	Capital Expense	(60,000)				60,000	DC	109750							60,000	0	
109	111840	R134	Bores and Pumps - Drought	Donnybrook	EMO	Infrastructure - Other	Capital Expense	(250,000)				250,000	DC	171050							250,000	0	
110	112140		Bores and Pumps - Drought	Balingup	EMO	Infrastructure - Other	Capital Expense	(150,000)				150,000	DC	171050							150,000	0	
111	184520		Adverse Event Plan - Drought		EMO	Planning	Operating Expense	(15,000)				15,000	DC	113030							15,000	0	
112	189140	R135	Golden Valley Tree Park - Paths - Drought	Balingup	EMO	Infrastructure - Footpaths	Capital Expense	(80,000)				80,000	DC	171050							80,000	0	
113	189240	R136	Kirup Mill Park Upgrade - Drought	Kirup	EMO	Infrastructure - Other	Capital Expense	(50,000)				50,000	DC	171050							50,000	0	
114	189340	R137	Concrete Wings -Suspension Bridge - Drought	Donnybrook	Works	Infrastructure - Bridges	Capital Expense	(135,000)				135,000	DC	171050							135,000	0	
115	109840	R138	Public Drinking Fountains - Drought	Donnybrook	Works	Infrastructure - Other	Capital Expense	(10,000)				10,000	DC	171050							10,000	0	
116	107140	R139	Public Drinking Fountains - Drought	Balingup	Works	Infrastructure - Other	Capital Expense	(10,000)				10,000	DC	171050							10,000	0	
117	189240	R140	Public Drinking Fountains - Drought	Kirup	Works	Infrastructure - Other	Capital Expense	(10,000)				10,000	DC	171050							10,000	0	
118	102000		Gravel Roads Maintenance Rural	Various	Works	Road Mtce.	Operating Expense	(499,000)				162,310	MRWA Direct								162,310	(336,690)	
119	102200		Gravel Roads Maintenance Urban	Various	Works	Road Mtce.	Operating Expense	(21,300)													0	(21,300)	
120	101900		Sealed Road Maintenance Rural	Various	Works	Road Mtce.	Operating Expense	(361,172)													0	(361,172)	
121	102100		Sealed Road Maintenance Urban	Various	Works	Road Mtce.	Operating Expense	(115,000)													0	(115,000)	
122		M030	Asset Maintenance Systems Traffic Counts Etc	Various	Works	Road Mtce.	Operating Expense	(30,000)													0	(30,000)	
123		M001	Bridge Maintenance Various		Works	Bridge Mtce.	Operating Expense	(100,000)		23,500	Carried Forward										23,500	(76,500)	
124		M009	Crossovers		Works	Road Mtce.	Operating Expense	(2,040)													0	(2,040)	
125		M008	Street Trees		Works	Road Mtce.	Operating Expense	(63,580)													0	(63,580)	
126		M007	Street Cleaning		Works	Road Mtce.	Operating Expense	(84,000)													0	(84,000)	
127		M010	Traffic Signs		Works	Road Mtce.	Operating Expense	(18,000)													0	(18,000)	
128		B011	Depot Maintenance Donnybrook		Works	Road Mtce.	Operating Expense	(26,400)													0	(26,400)	
129		B016	Depot Maintenance Balingup		Works	Road Mtce.	Operating Expense	(7,200)													0	(7,200)	
130		R001	Donnybrook Cemetery	Donnybrook	Works	Cemetery Mtce.	Operating Expense	(64,000)													0	(64,000)	
131		R002	Balingup Cemetery	Balingup	Works	Cemetery Mtce.	Operating Expense	(26,200)													0	(26,200)	
132		R034	Upper Preston Cemetery	Upper Preston	Works	Cemetery Mtce.	Operating Expense	(9,997)													0	(9,997)	
133		B012	Public Toilets Cleaning	Various	Works	Public Toilets	Operating Expense	(196,788)													0	(196,788)	
134		B030	Maintenance of Village Green Toilets		Works	Public Toilets	Operating Expense	(6,000)													0	(6,000)	
135		R014	Balingup Drain	Balingup	Works	Parks Mtce.	Operating Expense	(1,500)													0	(1,500)	
136		R010	Noneycup Creek		Works	Parks Mtce.	Operating Expense	(6,000)													0	(6,000)	
137	150470	R141	Blackwood River		Works	Parks Mtce.	Operating Expense	(2,000)													0	(2,000)	
138	150570	R142	Preston River		Works	Parks Mtce.	Operating Expense	(2,000)													0	(2,000)	
139		B029	Donnybrook Rec Centre Gardens	Donnybrook	Works	Parks Mtce.	Operating Expense	(5,928)													0	(5,928)	
140		R006	Parks and Reserves Maintenance	Donnybrook	Works	Parks Mtce.	Operating Expense	(465,000)													0	(465,000)	
141		R092	Parks and Reserves Training	Donnybrook	Works	Parks Mtce.	Operating Expense	(1,530)													0	(1,530)	
142		R095	Donnybrook MRD Verges Maintenance	Donnybrook	Works	Parks Mtce.	Operating Expense	(42,740)													0	(42,740)	
143		R061	Playground Equipment Maintenance	Donnybrook	Works	Parks Mtce.	Operating Expense	(15,000)													0	(15,000)	
144		R041	Apple Fun Park	Donnybrook	Works	Parks Mtce.	Operating Expense	(93,800)													0	(93,800)	
145		R003	Eagan Park Maintenance	Donnybrook	Works	Parks Mtce.	Operating Expense	(70,640)													0	(70,640)	
146		R077	Skatepark Maintenance	Donnybrook	Works	Parks Mtce.	Operating Expense	(10,100)													0	(10,100)	
147		R004	Mitchell Park Maintenance	Donnybrook	Works	Parks Mtce.	Operating Expense	(60,000)													0	(60,000)	
148		R009	Kirup Parks and Reserves	Kirup	Works	Parks Mtce.	Operating Expense	(3															

Item	GL	Job	Project Description	Location	Internal Resource	Asset Class	Category	Project Cost (AMP)	Project Cost (Held Over)	Funding Source										Funding Total	Net Cost					
										Cash Reserves	Reserve Name	Grants	Provider	Income GL	Contrib.	Contributor	Borrowings	Borrowings Type	Other							
157		B072	Medical Centre Gardens	Donnybrook	Works	Parks Mtce.	Operating Expense	(5,196)													0	(5,196)				
158		B005	Dental Surgery Gardens	Donnybrook	Works	Parks Mtce.	Operating Expense	(2,214)														0	(2,214)			
159		B002	Community Centre Gardens	Donnybrook	Works	Parks Mtce.	Operating Expense	(5,196)														0	(5,196)			
160		B037	Balingup Transit Park	Balingup	Works	Parks Mtce.	Operating Expense	(35,200)														0	(35,200)			
161		M017	Refuse Collection Public Bins	Various	Works	Parks Mtce.	Operating Expense	(114,000)														0	(114,000)			
162	111840	R130	Arboretum Maintenance	Donnybrook	Works	Parks Mtce.	Operating Expense	(14,000)														0	(14,000)			
163		W004	Refuse Collection (West Waste) Tuia	Donnybrook	Works	Parks Mtce.	Operating Expense	(9,000)														0	(9,000)			
164		R046	Donnybrook Transit Park	Donnybrook	Works	Parks Mtce.	Operating Expense	(54,200)														0	(54,200)			
165		R042	Litter Control	Various	Works	Parks Mtce.	Operating Expense	(4,000)														0	(4,000)			
166		R091	North Balingup Reserve	Balingup	Works	Parks Mtce.	Operating Expense	(1,500)														0	(1,500)			
167		M015	Noxious Weeds		Works	Parks Mtce.	Operating Expense	(32,000)														0	(32,000)			
168		M034	Festivals and Community Events		Works	Traffic Control	Operating Expense	(4,500)														0	(4,500)			
169		A001	Fire Control		Works	Fire Control	Operating Expense	(7,020)														0	(7,020)			
170		M032	Emergency Response		Works	Emergency	Operating Expense	(5,160)														0	(5,160)			
171	153920		CCTV		Works	Parks Mtce.	Operating Expense	(5,000)														0	(5,000)			
172		A012	Rural Road Numbering		Works	Road Mtce.	Operating Expense	(2,808)														0	(2,808)			
173		S001	Occ Safety and Training - Meetings		Works	PWOH	Operating Expense	(4,000)														0	(4,000)			
174		S002	Toolbox/EBA		Works	PWOH	Operating Expense	(6,600)														0	(6,600)			
175		S003	Safety and Health		Works	PWOH	Operating Expense	(2,400)														0	(2,400)			
176			Training		Works	PWOH	Operating Expense	(6,000)														0	(6,000)			
177	149920		Depot Consumables		Works	POC	Operating Expense	(4,500)														0	(4,500)			
178		PXXX	Plant Maintenance		Works	POC	Operating Expense	(68,000)														0	(68,000)			
179	138420	M064	Communities Combatting Pests and Weeds Program		Works	Parks Mtce.	Operating Expense	(315,266)						134130	315,266	CCPWIDD						315,266	0			
								(15,204,474)	(456,803)	1,132,837			9,155,681									0	0	0	11,567,494	(3,637,000)

SHIRE OF DONNYBROOK BALINGUP
FEES AND CHARGES
FOR THE YEAR ENDING 30 JUNE 2021

Reference	Description	2019/20 GST Incl	2020/21			GST Inc	
			GST Ex	GST			
3 GENERAL PURPOSE FUNDING							
3.1	Rates & Debtors						
3.1.1	Instalment Administration Fee - Per Instalment	\$11.00	\$11.00	N/A		\$11.00	
3.1.2	Instalment Interest	5.50%	5.50%	N/A		5.50%	
3.1.3	Rates Penalty Interest	11.00%	8.00%	N/A		8.00%	
3.1.4	Special Arrangement / Direct Debit Plan Annual Fee	\$55.00	\$55.00	N/A		\$55.00	
3.1.5	Rate Notice Reprint	\$11.00	\$11.00	N/A		\$11.00	
3.2	Rates & Property Information Search Fees						
3.2.1	Settlement Agent Rating Account Enquiry - General	\$85.00	\$85.00	N/A		\$85.00	
3.2.2	Settlement Agent Rating Account Enquiry - Orders & Requisitions	\$165.00	\$165.00	N/A		\$165.00	
3.2.3	Complex Rating Enquiry (per hour)	\$85.00	\$85.00	N/A		\$85.00	
3.2.4	Property Listing - NOT FOR SALE	N/A	N/A	N/A		N/A	
4 GOVERNANCE							
4.1	Sale of Electoral Rolls						
4.1.1	NOT FOR SALE - OBTAIN VIA WA ELECTORAL COMMISSION ONLY	N/A	N/A	N/A		N/A	
4.2	Printing and Photocopying						
4.2.1	<u>B&W - Single Sided</u>						
	A4	\$0.20	\$0.18	\$0.02		\$0.20	
	A3	\$0.25	\$0.23	\$0.02		\$0.25	
4.2.2	<u>B&W - Double Sided</u>						
	A4	\$0.30	\$0.27	\$0.03		\$0.30	
	A3	\$0.40	\$0.36	\$0.04		\$0.40	
4.2.3	<u>Colour - Single Sided</u>						
	A4	\$0.60	\$0.55	\$0.05		\$0.60	
	A3	\$0.80	\$0.73	\$0.07		\$0.80	
4.2.4	<u>Colour - Double Sided</u>						
	A4	\$1.20	\$1.09	\$0.11		\$1.20	
	A3	\$1.40	\$1.27	\$0.13		\$1.40	
	Not For Profit Organisations (NFP) <i>Lions Club, BPW, Church Groups, Scouts, Guides, School Projects, Masonic Lodge, CWA & LCDC</i>						
4.2.5	<u>NFP - Single Sided</u>						
	A4	\$0.10	\$0.09	\$0.01		\$0.10	
	A3	\$0.13	\$0.12	\$0.01		\$0.13	
4.2.6	<u>NFP - Double Sided</u>						
	A4	\$0.30	\$0.27	\$0.03		\$0.30	
	A3	\$0.40	\$0.36	\$0.04		\$0.40	
4.2.7	Additional labour charges may apply for Complex Photocopying, Collating of Documents and Researching Council Minutes Charge per hour or part thereof	\$35.00	\$31.82	\$3.18		\$35.00	
4.2.8	Laminating						
	A4	\$2.00	\$1.82	\$0.18		\$2.00	
	A3	\$3.50	\$3.18	\$0.32		\$3.50	
	Binding - 150 pages x A4 80gsm	\$6.50	\$5.91	\$0.59		\$6.50	
4.3	Facsimile Transmission						
4.3.1	<u>Local</u>						
	first page	\$1.60	\$1.45	\$0.15		\$1.60	
	subsequent pages	\$0.55	\$0.50	\$0.05		\$0.55	
4.3.2	<u>Overseas</u>						
	first page	\$7.45	\$6.77	\$0.68		\$7.45	
	subsequent pages	\$1.05	\$0.95	\$0.10		\$1.05	
4.4	Sale of History Books						
4.4.1	Green Gold History Books	\$30.00	\$27.27	\$2.73		\$30.00	
4.4.2	Balya-Balinga History Book	\$38.00	\$34.55	\$3.45		\$38.00	
	Note: postage at cost						
4.5	Freedom of Information						
4.5.1	FOI Application Fee	\$30.00	\$30.00	N/A		\$30.00	
4.5.2	FOI Investigation Fee	\$30.00	\$30.00	N/A		\$30.00	
4.5.3	FOI Photocopying (per page) - refer to Fee 4.2	\$0.20	\$0.18	\$0.02		\$0.20	
4.5.4	Duplicating a tape, film or computer information						Actual Cost
4.5.5	Delivery packaging and postage						Actual Cost
5 LAW, ORDER & PUBLIC SAFETY							
5.1	Fire Control						
5.1.1	<u>Sale of Standpipe Water</u>						
	Up to 1,000 litres	\$2.00	\$4.00	N/A		\$4.00	
	Up to 5,000 litres (or part thereof)	\$7.20	\$14.40	N/A		\$14.40	
	Up to 10,000 litres (or part thereof)	\$14.60	\$29.20	N/A		\$29.20	
	Above 10,000 litres (per 1,000 lts or part thereof)				\$56.94 plus \$5.69 per 1000 lts		
	Administration Fee (when account sent, per account)	\$12.75	\$11.59	\$1.16		\$12.75	
5.2	Fines Enforcement Fees						
5.2.1	Issuing final demand	\$19.05	\$24.10	N/A		\$24.10	Increased Due to Regulatory Change
5.2.2	Preparing Enforcement Certificate	\$15.80	\$20.50	N/A		\$20.50	Increased Due to Regulatory Change
5.2.3	Registration of Infringement Notice	\$63.70	\$77.00	N/A		\$77.00	Increased Due to Regulatory Change

**SHIRE OF DONNYBROOK BALINGUP
FEES AND CHARGES
FOR THE YEAR ENDING 30 JUNE 2021**

Reference	Description	2019/20 GST Incl	2020/21		
			GST Ex	GST	GST Inc
5.3	Registrations - Dogs (Dog Act 1976)				
5.3.1	Unsterilised Dog / Bitch				
	1 year	\$50.00	\$50.00	N/A	\$50.00
	3 years	\$120.00	\$120.00	N/A	\$120.00
	Lifetime	\$250.00	\$250.00	N/A	\$250.00
5.3.2	Sterilised Dog / Bitch				
	1 year	\$20.00	\$20.00	N/A	\$20.00
	3 years	\$42.50	\$42.50	N/A	\$42.50
	Lifetime	\$100.00	\$100.00	N/A	\$100.00
5.3.3	Working Dogs	1/4 of Registration fee			1/4 of Registration fee
5.3.4	Pensioners	1/2 of Registration fee			1/2 of Registration fee
5.3.5	Registration after 31 May in any year, for that registration year	1/2 of Registration fee			1/2 of Registration fee
5.4	Kennel Licensing - Dogs				
5.4.1	Kennel Application Fee	\$200.00	\$200.00	N/A	\$200.00
5.4.2	Kennel License & Renewal	\$150.00	\$150.00	N/A	\$150.00
5.4.3	Kennel Transfer Fee	\$80.00	\$80.00	N/A	\$80.00
5.5	Impounding - Dogs				
5.5.1	Pick up Dog	\$32.00	\$29.09	\$2.91	\$32.00
5.5.2	Impounding Fee	\$63.00	\$57.27	\$5.73	\$63.00
5.5.3	Sustenance (per day)	\$25.75	\$23.41	\$2.34	\$25.75
5.5.4	Destruction of Dog	\$85.00	\$77.27	\$7.73	\$85.00
5.6	Dogs - Other				
5.6.1	Application to keep more Dogs than specified	\$100.00	\$100.00	N/A	\$100.00
5.7	Registrations - Cats (Cat Act 2011)				
5.7.1	Breeding cat (Male/female unsterilised)	\$100.00	\$100.00	N/A	\$100.00
5.7.2	Sterilised				
	1 year	\$20.00	\$20.00	N/A	\$20.00
	3 years	\$42.50	\$42.50	N/A	\$42.50
	Lifetime	\$100.00	\$100.00	N/A	\$100.00
5.7.3	Pensioners	1/2 of Registration fee			1/2 of Registration fee
5.7.4	Registration after 31 May in any year, for that registration year	1/2 of Registration fee			1/2 of Registration fee
	(Note: permits are required for the keeping of 3 or more cats)				
5.8	Cattery Licensing - Cats				
5.8.1	Cattery Application Fee	\$200.00	\$200.00	N/A	\$200.00
5.8.2	Cattery License Fee	\$150.00	\$150.00	N/A	\$150.00
5.8.3	Cattery License Renewal	\$150.00	\$150.00	N/A	\$150.00
5.8.4	Cattery Transfer Fee	\$80.00	\$80.00	N/A	\$80.00
5.9	Refuge Licensing - Cats				
5.9.1	Cat Refuge Application Fee	\$50.00	\$50.00	N/A	\$50.00
5.9.2	Cat Refuge License Fee	\$110.00	\$110.00	N/A	\$110.00
5.9.3	Cat Refuge License Renewal	\$110.00	\$110.00	N/A	\$110.00
5.9.4	Application to keep more cats than specified	\$100.00	\$100.00	N/A	\$100.00
5.10	Impounding - Cats				
5.10.1	Pick up Cat	\$32.00	\$29.09	\$2.91	\$32.00
5.10.2	Impounding Fee	\$63.00	\$57.27	\$5.73	\$63.00
5.10.3	Sustenance (per day)	\$25.75	\$23.41	\$2.34	\$25.75
5.10.4	Destruction of Cat	\$85.00	\$77.27	\$7.73	\$85.00
5.11	Cats - Other				
	Nil	N/A	N/A	N/A	N/A
5.12	Straying Animals (Miscellaneous Provisions Act)				
5.12.1	Impounded between 6am and 6pm				
	Entire horses, mules, asses, camels, bulls or boars, per head	\$154.50	\$140.45	\$14.05	\$154.50
	Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs, per head	\$154.50	\$140.45	\$14.05	\$154.50
	Wethers, ewes, lambs, goats, per head	\$51.50	\$46.82	\$4.68	\$51.50
5.12.2	Impounded between 6pm and 6am				
	Entire horses, mules, asses, camels, bulls or boars, per head	\$206.00	\$187.27	\$18.73	\$206.00
	Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs, per head	\$206.00	\$187.27	\$18.73	\$206.00
	Wethers, ewes, lambs, goats, per head	\$77.25	\$70.23	\$7.02	\$77.25
	No charge is payable in respect of a suckling animal under the age of 6 months running with its mother.				
	The above fees include driving, leading or otherwise transporting the animal or animals no more than a distance of 3km. Where the distance is more than 3km, an additional charge of 10 cents for each 1.5km or part thereof in excess of the 3km shall be paid to the ranger in respect of each animal impounded other than a suckling animal as provided.				
	If the amounts are increased, decreased, or otherwise varied under s. 464, the amounts as so increased, decreased, or varied are chargeable.				

**SHIRE OF DONNYBROOK BALINGUP
FEES AND CHARGES
FOR THE YEAR ENDING 30 JUNE 2021**

Reference	Description	2019/20 GST Incl	2020/21		
			GST Ex	GST	GST Inc
5.12.3	Impounding Fees - Straying Animals First 24 hours or part				
	Entire horses, mules, asses, camels, bulls or boars above or apparently above the age of 2 years, per head	\$20.60	\$18.73	\$1.87	\$20.60
	Entire horses, mules, asses, camels, bulls or boars under the age of 2 years, per head	\$20.60	\$18.73	\$1.87	\$20.60
	Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs, per head	\$20.60	\$18.73	\$1.87	\$20.60
	Wethers, ewes, lambs, goats, per head	\$10.30	\$9.36	\$0.94	\$10.30
	Subsequently each 24 hours or part				
	Entire horses, mules, asses, camels, bulls or boars above or apparently above the age of 2 years, per head	\$10.30	\$9.36	\$0.94	\$10.30
	Entire horses, mules, asses, camels, bulls or boars under the age of 2 years, per head	\$10.30	\$9.36	\$0.94	\$10.30
	Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs, per head	\$10.30	\$9.36	\$0.94	\$10.30
	Wethers, ewes, lambs, goats, per head	\$5.15	\$4.68	\$0.47	\$5.15
5.12.4	Sustenance charges for straying animals				
	For each 24 hours or part				
	Entire horses, mules, asses, camels, bulls, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, or calves, per head	\$10.30	\$9.36	\$0.94	\$10.30
	Pigs of any description, per head	\$10.30	\$9.36	\$0.94	\$10.30
	Rams, wethers, ewes, lambs or goats, per head	\$5.15	\$4.68	\$0.47	\$5.15
	No charge is payable in respect of a suckling animal under the age of 6 months running with its mother.				
	If the amounts are increased, decreased, or otherwise varied under s. 464, the amounts as so increased, decreased, or varied are chargeable.				
5.12.5	Live Stock - Rates for damage by trespass by cattle				
	Trespass in enclosed growing crop of any kind or garden or enclosure from which the crop has not been removed or in an enclosed public cemetery or sanitary site.				
	Entire horses, mules, asses, camels, bulls, oxen, steers, heifers, calves, asses, mules, or camels - per head	\$20.60	\$18.73	\$1.87	\$20.60
	Pigs of any description - per head	\$20.60	\$18.73	\$1.87	\$20.60
	Sheep of any description - per head	\$20.60	\$18.73	\$1.87	\$20.60
	Goats - per head	\$20.60	\$18.73	\$1.87	\$20.60
5.12.6	Trespass in an unenclosed paddock or meadow of grass or of stubble				
	mules, or camels - per head	\$15.45	\$14.05	\$1.40	\$15.45
	Pigs of any description - per head	\$15.45	\$14.05	\$1.40	\$15.45
	Sheep of any description - per head	\$15.45	\$14.05	\$1.40	\$15.45
	Goats - per head	\$15.45	\$14.05	\$1.40	\$15.45
5.12.7	Trespass in other enclosed land				
	Entire horses, mules, asses, camels, bulls, oxen, steers, heifers, calves, asses,	\$20.60	\$18.73	\$1.87	\$20.60
	Pigs of any description - per head	\$20.60	\$18.73	\$1.87	\$20.60
	Sheep of any description - per head	\$20.60	\$18.73	\$1.87	\$20.60
	Goats - per head	\$20.60	\$18.73	\$1.87	\$20.60
5.12.8	Trespass in other unenclosed land				
	mules, or camels - per head	\$10.30	\$9.36	\$0.94	\$10.30
	Pigs of any description - per head	\$10.30	\$9.36	\$0.94	\$10.30
	Sheep of any description - per head	\$10.30	\$9.36	\$0.94	\$10.30
	Goats - per head	\$10.30	\$9.36	\$0.94	\$10.30
5.12.9	No damage is payable in respect of a suckling animal under the age of 6 months				
5.12.10	If the amounts are increased, decreased, or otherwise varied under s. 464, the decreased, or varied are chargeable.				
5.13	Impounding Fees - Vehicles				
5.13.1	Vehicle Impound Fee	\$51.50	\$46.82	\$4.68	\$51.50
5.13.2	Daily Storage fee of impounded vehicles	\$15.45	\$14.05	\$1.40	\$15.45

**SHIRE OF DONNYBROOK BALINGUP
FEES AND CHARGES
FOR THE YEAR ENDING 30 JUNE 2021**

Reference	Description	2019/20 GST Incl	2020/21		
			GST Ex	GST	GST Inc
7	HEALTH				
7.1	Application for Installation of Effluent Disposal System (Note Effluent Disposal System fees set by Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste))				
7.1.1	Application to Construct Apparatus (ATC)	\$118.00	\$118.00	N/A	\$118.00
7.1.2	Permit to Use Apparatus (PTU)	\$118.00	\$118.00	N/A	\$118.00
7.1.3	Application for approval of Apparatus by Department of Health WA (ie. For systems over 540 litre) a) with a local government report	\$118.00	\$118.00	N/A	\$118.00
7.1.4	Local Govt Report Fee (Fee set by Local Government)	\$118.00	\$118.00	N/A	\$118.00
7.1.5	Copy of system plans (fee not charged)	N/A	N/A	N/A	N/A
7.2	Water Sampling Charges				
7.2.1	Water Sampling for Laboratory Analysis, per sample	\$175.00	\$175.00	N/A	\$175.00
7.3	Liquor Licensing				
7.3.1	Sec.39 - Liquor Control Act 1988 Certificate of Local Health Authority	\$106.00	\$106.00	N/A	\$106.00
7.4	General				
7.4.1	Inspection of Premises on Request	\$106.00	\$106.00	N/A	\$106.00
7.4.2	Written Health Advice (Inc Settlement Agents)	\$106.00	\$106.00	N/A	\$106.00
7.5	Food Act 2008				
7.5.1	Notification/Registration Fee	\$74.00	\$74.00	N/A	\$74.00
7.5.2	Food Safety Service Charge - High Risk Premises	\$321.00	\$321.00	N/A	\$321.00
7.5.3	Food Safety Service Charge - Medium Risk Premises	\$163.00	\$163.00	N/A	\$163.00
7.5.4	Food Safety Service Charge - Low Risk Premises	\$107.00	\$107.00	N/A	\$107.00
7.5.5	Food Safety Service Charge - Very Low Risk Premises	\$0.00	\$0.00	N/A	\$0.00
7.5.6	Food Safety Service Charge - High Risk Premises - externally audited	\$56.00	\$56.00	N/A	\$56.00
7.5.7	Late Payment Fee - Food Safety Service Charge	\$22.00	\$22.00	N/A	\$22.00
7.6	Outdoor Eating Areas Local Law				
7.6.1	Application for Grant & Renewal of Licence (Renewal new)	\$75.00	\$75.00	N/A	\$75.00
7.7	Caravan Parks & Camping Grounds Act 1995				
7.7.1	Application for Grant & Renewal of Licence Long Stay Sites	\$6.00	\$6.00	N/A	\$6.00
	Short Stay Sites and Transit Camps	\$6.00	\$6.00	N/A	\$6.00
	Camp Sites	\$6.00	\$6.00	N/A	\$6.00
	Overflow Site	\$1.05	\$1.05	N/A	\$1.05
	<i>*if total is less than \$200, then \$200 fee</i>				
	Additional fee by way of penalty for renewal after expiry (Reg 53)	\$22.00	\$22.00	N/A	\$22.00
7.7.2	Transfer of Licence	\$110.00	\$110.00	N/A	\$110.00
7.7.3	Temporary Licence (minimum fee)	\$110.00	\$110.00	N/A	\$110.00
7.7.4	Park Home & Annexe Licenses - Reg30(1) & 34(1)(b)(ii) Park Home - Licence Approval Fee	\$180.00	\$180.00	N/A	\$180.00
	Annexe - Licence Approval Fee	\$180.00	\$180.00	N/A	\$180.00
7.8	Trader's Permit (Activities on Thoroughfares and Trading in Thoroughfares & Public Places Local Law) (to be paid at the time of submitting the application for renewal)				
7.8.1	Licence Fee for 1 year	\$545.00	\$545.00	N/A	\$545.00
7.8.2	Licence Fee for 6 months	\$459.00	\$459.00	N/A	\$459.00
7.8.3	Licence Fee for 3 months	\$336.00	\$336.00	N/A	\$336.00
7.8.4	Licence Fee for 1 month	\$234.00	\$234.00	N/A	\$234.00
7.8.5	Licence Fee per day	\$40.75	\$40.75	N/A	\$40.75
7.8.6	Application fee (for regular traders)	\$51.00	\$51.00	N/A	\$51.00
7.9	Health Local Laws 1999				
7.9.1	Registration of Lodging House	\$180.00	\$180.00	N/A	\$180.00
7.9.2	Licence of a Morgue	\$50.00	\$50.00	N/A	\$50.00
7.10	Health Act 1911				
7.10.1	The following regulations prescribe fees applicable for various activities controlled by the provisions of Health (Public Buildings) Regulations 1992				
	Fee equal to the cost of considering the application, up to stated maximum	\$832.00	\$832.00	N/A	\$832.00
	Minimum Application Fee, includes Public Events (community group & commercial organised events charging admission fees)	\$100.00	\$100.00	N/A	\$100.00
7.10.2	Health (Offensive Trade Fees) Regulations 1976				
	Slaughterhouses	\$298.00	\$298.00	N/A	\$298.00
	Piggeries	\$298.00	\$298.00	N/A	\$298.00
	Artificial Manure Depots	\$210.00	\$210.00	N/A	\$210.00
	Bone Mills	\$171.00	\$171.00	N/A	\$171.00
	Places for storing, drying or preserving bones	\$171.00	\$171.00	N/A	\$171.00
	Fat melting, fat extracting or tallow melting establishments				
	- butcher shop & similar	\$171.00	\$171.00	N/A	\$171.00
	- larger establishments	\$298.00	\$298.00	N/A	\$298.00

**SHIRE OF DONNYBROOK BALINGUP
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FOR THE YEAR ENDING 30 JUNE 2021**

Reference	Description	2019/20 GST Incl	2020/21		
			GST Ex	GST	GST Inc
7.10.3	Health (Offensive Trade Fees) Regulations 1976				
	Blood Drying	\$171.00	\$171.00	N/A	\$171.00
	Gut scraping, prep. of sausage skins	\$171.00	\$171.00	N/A	\$171.00
	Fellmongeries	\$171.00	\$171.00	N/A	\$171.00
	Manure Works	\$211.00	\$211.00	N/A	\$211.00
	Fish curing establishments	\$211.00	\$211.00	N/A	\$211.00
	Laundries, Dry-cleaning est.	\$147.00	\$147.00	N/A	\$147.00
	Bone Merchant premises	\$171.00	\$171.00	N/A	\$171.00
	Flock Factories	\$171.00	\$171.00	N/A	\$171.00
7.10.4	Offensive Trade (Fees) Regulations 1976				
	Knackeries	\$298.00	\$298.00	N/A	\$298.00
	Poultry Processing est.	\$298.00	\$298.00	N/A	\$298.00
	Poultry Farming	\$298.00	\$298.00	N/A	\$298.00
	Rabbit Farming	\$298.00	\$298.00	N/A	\$298.00
	Fish processing establishments in which whole fish are cleaned and prepared	\$298.00	\$298.00	N/A	\$298.00
	Shellfish & Crustacean processing est	\$298.00	\$298.00	N/A	\$298.00
	Any other offensive trade not specified	\$298.00	\$298.00	N/A	\$298.00
8	WELFARE				
8.1	Tuia Lodge				
8.1.1	Tuia Lodge Basic Daily Care Fee (base per week) <i>(Note All rentals will be reviewed in September 2020 & March 2021 - in line with pension increases)</i>	\$358.47	\$358.47	N/A	\$358.47
	Tuia Lodge Means Tested Fee (As per calculation under the Aged Care Act 1997)				
	Tuia Lodge Daily Accommodation Fee (As per calculation under the Aged Care Act 1997)				
8.1.4	Hourly Care Charge Transportation - \$60 p/h with min 2hrs	\$120.00	\$120.00	N/A	\$120.00
8.2	Well Aged Housing				
8.2.1	Minninup Cottages (rent per fortnight) - includes rent assistance	\$328.40	\$328.40	Input taxed	\$328.40
8.2.2	Langley Villas (rent single per fortnight) - includes rent assistance	\$328.40	\$328.40	Input taxed	\$328.40
8.2.3	Langley Villas (single in double unit per fortnight) <i>- includes rent assistance</i>	\$429.40	\$429.40	Input taxed	\$429.40
8.2.4	Langley Villas (rent couple per fortnight) - includes rent assistance	\$429.40	\$429.40	Input taxed	\$429.40
	<i>(Note All rentals will be reviewed in September 2020 & March 2021 - in line with pension increases)</i>				
8.3	Preston Village				
8.3.1	Single Unit (rent per fortnight) Subsidised	\$108.00	\$141.19	Input taxed	\$141.19
8.3.2	Double Unit (rent per fortnight) Subsidised	\$130.00	\$169.43	Input taxed	\$169.43
8.3.3	Single Unit (rent per fortnight) Unsubsidised <i>(Note: Any increase will be determined by the residents at the June Residents meeting and depending on how statements appear)</i>	\$308.00	\$188.26	Input taxed	\$188.26
8.3.4	Hire of Community Centre and Kitchen (per hour) For the first 2 hours	\$25.00	\$25.00	Input taxed	\$25.00
8.3.5	Hire of Community Centre and Kitchen (per hour) for every hour after the first 2 hours	\$15.00	\$15.00	Input taxed	\$15.00
8.3.6	Hire of Community Centre only (per hour) no kitchen	\$15.00	\$15.00	Input taxed	\$15.00

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Reference	Description	2019/20 GST Incl	2020/21			
			GST Ex	GST	GST Inc	
10	COMMUNITY AMENITIES					
	Waste Management					
10.1	Kerbside Waste Collection Services (240L Mobile Bins)					
10.1.1	Bin Service - 3 Bin Service	\$265.00	\$265.00	N/A		\$265.00
10.1.2	Bin Service - 2 Bin Service	\$221.00	\$221.00	N/A		\$221.00
10.1.3	Optional Bin - Rubbish (Fortnightly)	\$81.00	\$81.00	N/A		\$81.00
10.1.4	Optional Bin - Rubbish (Weekly)	\$158.00	\$158.00	N/A		\$158.00
10.1.5	Optional Bin - Recycling	\$63.00	\$63.00	N/A		\$63.00
10.1.6	Optional Bin - Organics	\$122.00	\$122.00	N/A		\$122.00
10.1.7	Aged Care Bin Service - 3 Bin Service (1 Bin per 3 units)	\$89.00	\$89.00	N/A		\$89.00
10.1.8	Aged Care Bin Service - Optional Organics	\$0.00	\$0.00	NA		\$0.00
10.2	Event Bin Hire					
10.2.1	Deliver, one empty & collection of a 240ltr General Refuse Bin	\$23.00	\$23.00	N/A		\$23.00
10.2.2	Recyclables and organics bins (subject to bin and bin service availability)	Free				Free
10.3	Tip Passes					
10.3.1	Purchase tip pass - 16 clicks (new)	\$176.00	\$160.00	\$16.00		\$176.00
10.4	Disposal of Commercial Waste at Donnybrook Refuse Waste Management Facility and Balingup Transfer Station					
	** Note **					
	<i>* Valid vouchers for domestic waste disposal must be presented or scheduled fees apply. All Ratepayers will be provided with a tip pass entitling them to free disposal of up to four (4) cubic metres of household refuse. In addition households without a service shall be entitled to a further tip pass providing for 52 x 240 litre waste disposal coupons. (Lost or additional tip passes can be purchased for \$160.00 plus GST)</i>					
	<i>* The shire attendant can determine charges for quantities of waste on a pro rata basis for quantities greater than 1 cubic mtr.</i>					
	<i>* The decision of the shire attendant in determining the required charge is final.</i>					
	<i>* Green waste that is delivered with logs/stems with a girth of >300mm will be charged double as per fees listed below.</i>					
10.4.1	Putrescible, Construction & Demolition Waste					
	TIP PASS FEE					
	Per cubic metre	1 click	\$11.00	\$10.00	\$1.00	\$11.00
	Up to 1 cubic metre (min. fee)	4 clicks	\$44.00	\$40.00	\$4.00	\$44.00
	Per additional cubic metre		\$44.00	\$40.00	\$4.00	\$44.00
10.4.2	Greenwaste and Recyclable Cardboard					
	<i>* Residents with tip pass: no charge for unrestricted amount of uncontaminated cardboard and greenwaste that is 300mm in girth or less from domestic sources only.</i>					
	<i>* Contaminated greenwaste and cardboard (domestic and commercial): charged in accordance with the Putrescible Waste fee schedule.</i>					
	<i>* Commercial greenwaste and recyclable cardboard: charged in accordance with the Greenwaste recyclable cardboard fee schedule.</i>					
	<i>* Greenwaste that is delivered with logs/stumps/stems with a large end diameter that exceeds 300mm charged in accordance with the Greenwaste fee schedule.</i>					
	TIP PASS FEE					
	Domestic - Up to 1 cubic metre	No Charge				No Charge
	Domestic - Per additional cubic metre	No Charge				No Charge
	Domestic - Logs/stumps/stems with a large end diameter that exceeds 300mm	\$5.50	\$5.00	\$0.50		\$5.50
	Commercial - Up to 1 cubic metre (min. fee)	\$5.50	\$5.00	\$0.50		\$5.50
	Commercial - Per additional cubic metre (min. fee)	\$6.00	\$5.45	\$0.55		\$6.00
	per cubic metre (min. fee)	\$44.00	\$40.00	\$4.00		\$44.00
10.4.3	Refuse					
	TIP PASS FEE					
	Domestic per 0.25 cubic metre or 240L bin	1 click	\$11.00	\$10.00	\$1.00	\$11.00
	Domestic per 1.00 cubic metre or 4x 240L bin	4 clicks	\$44.00	\$40.00	\$4.00	\$44.00
	Domestic per additional cubic metre	4 clicks	\$44.00	\$40.00	\$4.00	\$44.00
	Commercial per 0.25 cubic metre or 240L bin (min. fee)		\$11.00	\$10.00	\$1.00	\$11.00
	Commercial per 1.00 cubic metre or 4x 240L bin or 6x4 trailer		\$44.00	\$40.00	\$4.00	\$44.00
	Commercial per additional cubic metre		\$44.00	\$40.00	\$4.00	\$44.00
10.4.4	Recyclables (sorted)					No Charge
10.4.5	Vehicle Bodies - per unit					
	Car/Truck bodies/trailers (free of household waste)	\$22.00	\$20.00	\$2.00		\$22.00
10.4.6	Tyres - per tyre					
	Tyres (Car/4WD/Light Truck)(per 2 tyres)	\$11.00	\$10.00	\$1.00		\$11.00
	Tyres (Large Truck/Loader etc)(per tyre)	\$11.00	\$10.00	\$1.00		\$11.00
	Tractor Tyres (per tyre)	\$44.00	\$40.00	\$4.00		\$44.00
10.4.7	E-Waste - Domestic					
	TV's, Computers, Printers, Computer Products (Domestic and Commercial)	No Charge				No Charge
10.4.8	E-Waste - Commercial					
	TV's Computers & Accessories	\$6.00	\$5.45	\$0.55		\$6.00
	All other commercial e-waste, per item	\$6.00	\$5.45	\$0.55		\$6.00
10.4.9	Fridges, Freezers, Air-conditioning Units, Gas Bottles over 8.5Kg					
	Non de-gassed or uncertified, per item	\$11.00	\$10.00	\$1.00		\$11.00
	De-gassed items, per item	No Charge				No Charge
	<i>*degassed items must be certified otherwise fee applies</i>					
10.4.10	Disposal of Asbestos					
	<i>* Residents with tip passes and commercial: charged in accordance with the fee schedule.</i>					
	Quantities up to 0.01m ³ (2m ²)	No charge	\$20.00	\$2.00		\$22.00
	0.01m ³ - 0.5m ³ (maximum amount accepted)	\$66.00	\$60.00	\$6.00		\$66.00
10.4.11	Mattresses					
	per mattress	\$11.00	\$10.00	\$1.00		\$11.00
10.4.12	Disposal of rubble					
	TIP PASS FEE					
	Per cubic metre (bricks, rocks, concrete) in pieces <300mm	1 click		\$10.00	\$1.00	\$11.00
	Per cubic metre (bricks, rocks, concrete) in pieces >300mm	4 clicks	\$44.00	\$40.00	\$4.00	\$44.00
10.4.13	Disposal of Chemicals					
	<i>* Residents with tip pass: no charge for domestic quantity up to 5 litres (labelled or unlabelled).</i>					
	<i>* Quantities more than 5 litres and commercial: charged in accordance with the fee schedule</i>					
	Labelled Chemicals, per litre	\$11.00	\$10.00	\$1.00		\$11.00
	Unlabelled Chemicals, per litre	\$22.00	\$20.00	\$2.00		\$22.00

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Reference	Description	2019/20 GST Incl	2020/21		
			GST Ex	GST	GST Inc
10.4.14	Disposal of Motor & Cooking Oil Per litre	\$0.20	\$0.18	\$0.02	\$0.20
10.4.15	Disposal of Fluorescent tubes or other globes containing lead per tube/globe		\$0.91	\$0.09	\$1.00
10.5	Town Planning				
	<i>* Indicates Regulatory fee subject to change in accordance with the relevant Act and Regulations</i>				
10.5.1	Development Applications* Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the (a) not more than \$50,000 (b) more than \$50,000 but not more than \$500,000 (c) more than \$500,000 but not more than \$2.5 million (d) more than \$2.5 million but not more than \$5 million (e) more than \$5 million but not more than \$21.5 million (f) more than \$21.5 million Determining a development application (other than for an extractive industry) where the development has commenced or been carried out Determining and application to amend or cancel development approval	\$147.00		N/A	\$147.00 0.32% of the \$1,700.00 + 0.257% for every \$1.00 in excess of \$500,000 \$7,161.00 + 0.206% for every \$1.00 in excess of \$2.5M \$12,633.00 + 0.123% \$34,196 The relevant fee in item 10.5.1 (a) - (f) \$295.00
10.5.2	Change of Use Application* (a) Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 10.6.1 does not apply, where the change or the alteration, extension or change has not commenced or been carried out Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 10.6.1 does not apply, where the change or the alteration, extension or change has commenced or been carried	\$295.00			\$295.00 The fee in item 10.5.2 (a) plus, by way of penalty,
10.5.3	Home Occupation/Home Business Application* (a) Determining an intitial application for approval where the home occupation Determining an intitial application for approval where the home occupation has commenced (b) Determining an application for the renewal of a home occupation where the application is made before the approval expires Determining an application for the renewal of a home occupation where the application is made after the approval has expired	\$222.00 \$73.00			\$222.00 The fee in item 10.5.3 (a) plus, \$73.00 The fee in item 10.5.3 (b) plus,
10.5.4	Heavy Vehicle / Commerical Vehicle Parking (a) Determining a development application for heavy vehicle parking where it has not commenced or been carried out Determining a development application for heavy vehicle parking where it has commenced or been carried out	\$147.00		N/A	\$147.00 (a) plus, by way of penalty,
10.5.5	Extractive Industry* (a) Determining a development application for an extractive industry where the development has not commenced or been carried out Determining a development application for an extractive industry where the development has commenced or been carried out <i>Fees above do not include the fees required for the issue of an extractive industry licence as per the Shire of Donnybrook-Balinup Extractive Industries Local Law.</i>	\$600.00		N/A	\$739.00 The relevant fee as per 10.5.5 (a) plus,
10.5.6	Advertising Signage (a) Development application for advertising signage where it has not commenced Development application for advertising signage where it has commenced or been carried out (b) Development application for Entry Statement or Estate signage where it has not commenced or been carried out Development application for Entry Statement or Estate signage where it has commenced or been carried out	\$147.00 N/A \$294.00 \$147.00 \$294.00		N/A	\$147.00 per lot The fee in item 10.5.6 (a) plus, \$147.00 per location The fee in item 10.5.6 (b) plus,
10.5.7	Subdivision Clearance* Providing a subdivision clearance for - (a) not more than 5 lots (b) more than 5 lots but not more than 195 lots (c) more than 195 lots	\$73.00 \$7,393.00			\$73.00 per lot \$73.00 per lot for the first 5 lots then \$35.00 per lot \$7,393.00
10.5.8	Licensing Assessment and issuing of a Section 40 Certificate - <i>Liquor Control Act 1988</i>	\$100.00	\$100.00	N/A	\$100.00
10.5.9	Strata Applications - Form 15A and 15C* Submission of strata plan/scheme for assessment (as per <i>Strata Title Act 1985</i> and <i>Strata Titles (General) Regulations 2019</i>) (a) 1- 5 lots (b) 6 - 100 lots (c) 101 lots or more				\$656.00 plus \$65.00 per lot \$981.00 plus \$43.50 per lot for every lot in excess of 5 lots \$5,113.00

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Reference	Description	2019/20 GST Incl	2020/21		
			GST Ex	GST	GST Inc
10.5.10	Development Assessment Panel (DAP) Applications* Submission of an application for JDAP determination includes fees to Local Government <u>and</u> the DAP - Local Government Fee Development Assessment Panel Fee				As per fees outlined in 10.5.1 As per the <i>Planning and Development (Development Assessment Panels) Regulations 2011</i>
10.5.11	Scheme Amendment, Structure Plan, Activity Centre Plan and Local Development Plan* An estimation of costs is to be provided in accordance with the <i>Planning and Development Regulations 2009</i> In calculating an estimation the hourly rates of staff are - (a) Executive Manager Operations (b) Principal Planner or other Principal Officer (relevant to request) (c) Planning and other Officers (d) Administration Officer All other estimated costs and expenses <i>Payment of the estimation is expected prior to accepting a request for a Scheme Amendment, Structure Plan, Activity Centre Plan and Local Development Plan.</i> <i>Any moneys paid in advance that are not incurred by the local government will be</i>				\$88.00 per hour \$66.00 per hour \$36.86 per hour \$30.20 per hour As per the <i>Planning and Development Regulations 2009</i>
10.5.12	Land Administration Part 1: Request for written planning advice for right-of-way, Road and Pedestrian Access Ways, Drainage Reserve, Road Reserve, Crown Land and Freehold Requests Part 2: Initiation request for right-of-way, Road and Pedestrian Access Ways, Drainage Reserve, Road Reserve, Crown Land and Freehold Requests Caveat withdrawals, easements, notifications on titles, deeds and other title administration requests All other associated land administration requests		\$73.00	N/A	\$73.00
		\$750.00	\$750.00	N/A	\$750.00
		\$73.00	\$73.00	N/A	\$73.00
		At cost			At cost + 10% administration fee
10.5.13	Application Advertising and Notification Minimum general advertising/notification cost for all applications - (a) 1 - 5 notification letters (b) 6 or more notification letters Other additional advertising/notification expenses (including newspaper advertisements) to be invoiced	\$121.00 \$121.00 At cost		N/A	No charge \$121.00 At cost + 10% administration fee
10.5.14	Information Requests and General Planning Administration Planning research fee (minimum 1 hour) Provision of written planning advice Provision of a Zoning Certificate* Replying to a property settlement questionnaire* Property file search (minimum 1 hour) Provision of hard copies of Planning Reports, Approvals, Documents and/or Policies (a) 1-20 pages (b) 20-40 pages (c) over 40 pages Planning bond administration fee Planning bond (only as agreed by the Shire) Re-inspection fees (charged at the Shire's discretion) Cash-in-lieu for Car Parking	\$73 exc GST \$80.30 \$80.30 \$73 exc GST \$16.31 \$28.12 \$38.55 	\$73.00 \$73.00 \$73.00 \$73.00 \$73.00 \$15.12 \$25.56 \$35.05 \$73.00 \$73.00	N/A N/A N/A N/A N/A \$1.51 \$2.56 \$3.50 N/A N/A	\$73.00 \$73.00 \$73.00 \$73.00 \$73.00 \$16.63 \$28.12 \$38.55 \$73.00 \$73.00 \$73.00 At cost
10.5.15	Fines, Penalties and/or Infringements As per the <i>Planning and Development Act 2005</i> and the <i>Planning and Development Regulations 2009</i> (as amended)				
10.6	Tourist & Directional Signs				
	Max. 1mtr long & single line writing on both sides with reflective backing	\$535.00	\$486.36	\$48.64	\$535.00
10.6.1	Non standard requests, requests for larger or multiples signs				At cost + 10% administration fee

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Reference	Description	2019/20 GST Incl	2020/21		
			GST Ex	GST	GST Inc
10.7	Cemeteries				
10.7.1	Plot Fees				
	Land 2.5m x 1.25m, where directed by Trustees (Plus Administration Fee)	\$750.00	\$681.82	\$68.18	\$750.00
	Administration Fee	\$62.00	\$56.36	\$5.64	\$62.00
	Mausoleum - Site fee per m2 of rate equivalent to normal grave site	POA	POA	GST	POA
10.7.2	Grants of Right of Burial				
	Pre-need Grant of Right of burial (plus administration fee)	\$1,030.00	\$936.36	\$93.64	\$1,030.00
	Transfer of Form of Grant of Right of Burial - or issue of Copy of Grant	\$40.00	\$36.36	\$3.64	\$40.00
	Renewal of Grant of Right of Burial	\$75.00	\$68.18	\$6.82	\$75.00
10.7.3	Interment Fee				
	Sinking Fees (Depth to 1.8m) - On application for a "Form of Order for Burial" for Ordinary grave for an adult	\$1,380.00	\$1,254.55	\$125.45	\$1,380.00
	Grave for any child under 7 years (75% of Adult charge)	\$1,030.00	\$936.36	\$93.64	\$1,030.00
	Grave for any stillborn child (40% of Adult charge)	\$546.00	\$496.36	\$49.64	\$546.00
	Interment of cremated ashes by Council staff	\$187.00	\$170.00	\$17.00	\$187.00
	<i>If the graves are required to be sunk deeper than 1.8m the following charges shall be payable-</i>				
	Each additional 30 centimetres	\$192.00	\$174.55	\$17.45	\$192.00
	Interment without due notice (as prescribed in Local Law)	\$320.00	\$290.91	\$29.09	\$320.00
	Interment not in usual hours (as prescribed by Local Law, Monday to Friday)	\$420.00	\$381.82	\$38.18	\$420.00
	Saturdays, Sundays and public holidays	\$520.00	\$472.73	\$47.27	\$520.00
	Late arrival at Cemetery gates	\$155.00	\$140.91	\$14.09	\$155.00
10.7.4	Re-opening fees - ordinary grave for each interment or exhumation				
	Ordinary grave for an adult	\$1,780.00	\$1,618.18	\$161.82	\$1,780.00
	Of a child under seven years of age	\$1,130.00	\$1,027.27	\$102.73	\$1,130.00
	A stillborn child	\$661.00	\$600.91	\$60.09	\$661.00
	Where removal of footings is necessary according to the time required - per man hour at	\$76.00	\$69.09	\$6.91	\$76.00
10.7.5	Headstones				
	Permission to erect a headstone or kerbing	\$75.00	\$75.00	N/A	\$75.00
	Permission to erect memorial plaque & plinth	\$75.00	\$75.00	N/A	\$75.00
	Permission to erect a monument	\$75.00	\$75.00	N/A	\$75.00
	Permission to erect a nameplate	\$30.00	\$30.00	N/A	\$30.00
10.7.6	Niche Wall				
	Single Niche (plus cost of plaque & inscription)	\$390.00	\$354.55	\$35.45	\$390.00
	Double Niche (plus cost of plaque & inscription fee)	\$450.00	\$409.09	\$40.91	\$450.00
	Second inscription - Admin Fee & Fixing (plus cost of inscription)	\$138.00	\$125.45	\$12.55	\$138.00
	Deposit (Part-payment) for Plaques				
	Single Niche	\$107.00	\$97.27	\$9.73	\$107.00
	Double Niche	\$127.00	\$115.45	\$11.55	\$127.00
	Pre-need purchase of Single Niche	\$410.00	\$372.73	\$37.27	\$410.00
	Pre-need purchase of Double Niche	\$495.00	\$450.00	\$45.00	\$495.00
	Placement of Ashes	\$72.00	\$65.45	\$6.55	\$72.00
	Removal of Ashes	\$92.00	\$83.64	\$8.36	\$92.00
	Niche Reservation	\$80.00	\$72.73	\$7.27	\$80.00
	Administration Fee	\$62.00	\$56.36	\$5.64	\$62.00
10.7.7	Bush Memorial Site				
	Site only	\$340.00	\$309.09	\$30.91	\$340.00
	Interment of Ashes	\$190.00	\$172.73	\$17.27	\$190.00
10.7.8	Miscellaneous Cemetery Fees				
	Making a search in register (per hour or part thereof)	\$32.00	\$32.00	N/A	\$32.00
	Photocopy of Local Laws (available free on shire website)	\$4.50	\$4.50	N/A	\$4.50
	Grave number plate	\$75.00	\$68.18	\$6.82	\$75.00
10.7.9	License Fees				
	Undertaker's annual licence fee	\$175.00	\$175.00	N/A	\$175.00
	Undertaker's single licence fee for one interment	\$116.00	\$116.00	N/A	\$116.00
	Single licence (other than funeral director)	\$350.00	\$350.00	N/A	\$350.00
	Monumental Masons annual licence fee	\$175.00	\$175.00	N/A	\$175.00
	Monumental Masons licence - single fee	\$115.00	\$115.00	N/A	\$115.00

**SHIRE OF DONNYBROOK BALINGUP
FEES AND CHARGES
FOR THE YEAR ENDING 30 JUNE 2021**

Reference	Description	2019/20 GST Incl	2020/21		
			GST Ex	GST	GST Inc
11	RECREATION & CULTURE				
11.1	Donnybrook Hall (Inclusive of Cuttlery)				
11.1.1	Full Hall				
	Both halls, bar & kitchen (flat rate)	\$442.70	\$402.45	\$40.25	\$442.70
	Both halls, bar & kitchen (per hour)	\$100.00	\$90.91	\$9.09	\$100.00
	Both halls & kitchen (flat rate)	\$322.35	\$293.05	\$29.30	\$322.35
	Both halls & kitchen (per hour)	\$69.05	\$62.77	\$6.28	\$69.05
	After midnight (per hour)	\$79.35	\$72.14	\$7.21	\$79.35
	Both halls only (flat rate max 5hrs)	\$234.60	\$213.27	\$21.33	\$234.60
	Both halls only (per hour)	\$62.85	\$57.14	\$5.71	\$62.85
11.1.2	Main Hall				
	Main hall only (per hour)	\$46.40	\$42.18	\$4.22	\$46.40
	Main hall only (flat rate max 5hrs)	\$167.90	\$152.64	\$15.26	\$167.90
	Bar facilities with main hall (flat rate)	\$122.40	\$111.27	\$11.13	\$122.40
	Badminton (flat rate)	\$37.00	\$33.64	\$3.36	\$37.00
	Dance Groups (per hour)	\$32.95	\$29.95	\$3.00	\$32.95
	Dance Groups (flat rate max 5 hrs)	\$71.10	\$64.64	\$6.46	\$71.10
	Stage Rehearsals (flat rate)	\$37.00	\$33.64	\$3.36	\$37.00
	Decorating (per hour)	\$16.55	\$15.05	\$1.50	\$16.55
11.1.3	Lesser Hall				
	Lesser Hall Only (flat rate)	\$94.85	\$86.23	\$8.62	\$94.85
	Lesser Hall Only (per hour)	\$26.75	\$24.32	\$2.43	\$26.75
	Lesser Hall & Kitchen (flat rate)	\$116.30	\$105.73	\$10.57	\$116.30
	Lesser Hall & Kitchen (per hour)	\$33.95	\$30.86	\$3.09	\$33.95
	Kitchen (per hour)	\$31.90	\$29.00	\$2.90	\$31.90
	Kitchen (flat rate)	\$109.15	\$99.23	\$9.92	\$109.15
	Meetings (flat rate max 5hrs)	\$94.85	\$86.23	\$8.62	\$94.85
	Meetings / Seminars (per hour)	\$26.75	\$24.32	\$2.43	\$26.75
	Dance/exhibit/school social (flat rate)	\$100.00	\$90.91	\$9.09	\$100.00
	Dance/exhibit/school social (per hour)	\$18.55	\$16.86	\$1.69	\$18.55
	Dance Groups (flat rate max 5hrs)	\$62.85	\$57.14	\$5.71	\$62.85
11.2	Balingup Hall				
11.2.1	Full Hall				
	Both Halls & Kitchen (flat rate)	\$204.00	\$185.45	\$18.55	\$204.00
	Both Halls & Kitchen (per hour)	\$45.40	\$41.27	\$4.13	\$45.40
	Both Halls Only (flat rate)	\$169.95	\$154.50	\$15.45	\$169.95
	Both Halls Only (per hour)	\$45.40	\$41.27	\$4.13	\$45.40
11.2.2	Main Hall				
	Main Hall Only (flat rate)	\$109.15	\$99.23	\$9.92	\$109.15
	Main Hall Only (per hour)	\$31.95	\$29.05	\$2.90	\$31.95
	Main Hall, Lesser Hall & Kitchen (flat rate)	\$146.40	\$133.09	\$13.31	\$146.40
	Main Hall, Lesser Hall & Kitchen (per hour)	\$41.20	\$37.45	\$3.75	\$41.20
	Badminton (flat rate)	\$38.15	\$34.68	\$3.47	\$38.15
	Badminton (juniors) - (flat rate)	\$37.00	\$33.64	\$3.36	\$37.00
11.2.3	Lesser Hall				
	Lesser Hall Only (flat rate)	\$70.10	\$63.73	\$6.37	\$70.10
	Lesser Hall Only (per hour)	\$20.60	\$18.73	\$1.87	\$20.60
11.2.4	Other				
	Kitchen only (per hour)	\$31.95	\$29.05	\$2.90	\$31.95
	Kitchen only (flat rate)	\$109.15	\$99.23	\$9.92	\$109.15
	Meeting Room (flat rate)	\$26.80	\$24.36	\$2.44	\$26.80
	Meeting Room (per hour)	\$8.25	\$7.50	\$0.75	\$8.25
	Meetings (flat rate)	\$54.60	\$49.64	\$4.96	\$54.60
	Stage Rehearsals (flat rate)	\$32.95	\$29.95	\$3.00	\$32.95
	Decorating (per hour)	\$16.50	\$15.00	\$1.50	\$16.50
	School Concerts / Shows (flat rate)	\$100.00	\$90.91	\$9.09	\$100.00
11.3	Parks and Reserves				
11.3.1	Reserve - Egan Park				
	Donnybrook/Capel Cricket Assoc. (Ground Rental)	\$454.90	\$413.55	\$41.35	\$454.90
	Mens Shed	\$350.90	\$319.00	\$31.90	\$350.90
	Donnybrook Night Hockey - per night	\$77.55	\$70.50	\$7.05	\$77.55
	Egan Park (½ day)	\$117.30	\$106.64	\$10.66	\$117.30
	Egan Park (Full day)	\$235.65	\$214.23	\$21.42	\$235.65
	Circus (Egan Park Ground Hire) Per Day	\$235.65	\$214.23	\$21.42	\$235.65
	All Events, incl. Circus (Refundable Bond)	\$1,100.00	\$1,100.00	N/A	\$1,100.00
	Apple Festival				As assessed by Council
11.3.2	Reserve - VC Mitchell Park				
	SW Football League	\$1,417.80	\$1,288.91	\$128.89	\$1,417.80
	Football Oval Arena (including toilets) - General Rental	\$2,703.00	\$2,457.27	\$245.73	\$2,703.00
11.3.3	Mitchell Park				
	Mitchell Park (½ day)	\$117.30	\$106.64	\$10.66	\$117.30
	Mitchell Park (Full day)	\$235.65	\$214.23	\$21.42	\$235.65

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Reference	Description	2019/20 GST Incl	2020/21		
			GST Ex	GST	GST Inc
11.3.4	Other Reserves				
	Balingup Soccer Fields - Club Hire per annum (Soccer Club to pay all electricity for oval lighting) - electricity is based on actual electricity consumed	\$516.15	\$469.23	\$46.92	\$516.15
	Balingup Cricket Oval	\$258.05	\$234.59	\$23.46	\$258.05
	Balingup Small Farm Field Day	\$235.65	\$214.23	\$21.42	\$235.65
	Balingup, Kirup Ovals (½ day)	\$117.30	\$106.64	\$10.66	\$117.30
	Balingup, Kirup Ovals (Full day)	\$235.65	\$214.23	\$21.42	\$235.65
	Balingup, Village Green (½ day)	\$117.30	\$106.64	\$10.66	\$117.30
	Balingup, Village Green (Full day)	\$235.65	\$214.23	\$21.42	\$235.65
	Ayers Gardens, Trigwell Place (½ day)	\$117.30	\$106.64	\$10.66	\$117.30
	Ayers Gardens, Trigwell Place (Full day)	\$235.65	\$214.23	\$21.42	\$235.65
	SW Show Horse Association & Donnybrook Horseman's Club - Jim McDonald Oval	\$618.15	\$561.95	\$56.20	\$618.15
	<i>** That all local festivals and community events that charge an admission fee pay reserve/facility used and Council determine the % of actual cost to be recouped.</i>				
	<i>** That all local festivals and community events that do not charge an admission as determined by Council.</i>				
11.3.5	Amphitheatre				
	Approved Community Group Functions - (Free Entry)				
	Day (8am - 4pm)	\$82.65	\$75.14	\$7.51	\$82.65
	Evening (4pm - Midnight)	\$82.65	\$75.14	\$7.51	\$82.65
	Both (8am - Midnight)	\$165.25	\$150.23	\$15.02	\$165.25
	Approved Community Group Functions - (Entry Fee Charged)				
	Day (8am - 4pm)	\$109.15	\$99.23	\$9.92	\$109.15
	Evening (4pm - Midnight)	\$109.15	\$99.23	\$9.92	\$109.15
	Both (8am - Midnight)	\$218.30	\$198.45	\$19.85	\$218.30
	Private Functions eg Weddings - (Free Entry)				
	Day (8am - 4pm)	\$165.25	\$150.23	\$15.02	\$165.25
	Evening (4pm - Midnight)	\$165.25	\$150.23	\$15.02	\$165.25
	Both (8am - Midnight)	\$328.45	\$298.59	\$29.86	\$328.45
	Private Functions - (Entry Fee Charged)				
	Day (8am - 4pm)	\$273.35	\$248.50	\$24.85	\$273.35
	Evening (4pm - Midnight)	\$273.35	\$248.50	\$24.85	\$273.35
	Both (8am - Midnight)	\$435.55	\$395.95	\$39.60	\$435.55
	Entrepreneurs Hiring Whole Complex for Profit Making Event				
	Day (8am - 4pm)	\$545.70	\$496.09	\$49.61	\$545.70
	Evening (4pm - Midnight)	\$545.70	\$496.09	\$49.61	\$545.70
	Both (8am - Midnight)	\$1,090.40	\$991.27	\$99.13	\$1,090.40
	Hourly Fee				
	- Hourly Charge for use between 8am and Midnight				
	Approved Community Group Functions - Free Entry	\$23.50	\$21.36	\$2.14	\$23.50
	Approved Community Group Functions - Entry Fee Charged	\$28.55	\$25.95	\$2.60	\$28.55
	Non Community Groups - eg. Group Fitness, Wedding Photo's, Dance Classes etc	\$28.55	\$25.95	\$2.60	\$28.55
	Private Functions	\$56.10	\$51.00	\$5.10	\$56.10
	Public Functions	\$71.40	\$64.91	\$6.49	\$71.40
	Entrepreneurs	\$136.70	\$124.27	\$12.43	\$136.70
11.3.6	Hire Bonds				
	No Liquor Consumed	\$150.00	\$150.00	N/A	\$150.00
	Liquor Consumed	\$300.00	\$300.00	N/A	\$300.00

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Reference	Description	2019/20 GST Incl	2020/21		
			GST Ex	GST	GST Inc
11.4	Donnybrook Recreation Centre				
11.4.1	Function Room				
	Function Room (Half Day = 4hrs)	\$80.00	\$72.73	\$7.27	\$80.00
	Function room only (per hour)	\$28.60	\$26.00	\$2.60	\$28.60
	Kitchen hire (flat charge /per event)	\$35.70	\$32.45	\$3.25	\$35.70
	Bar (flat charge/ per event)	\$20.40	\$18.55	\$1.85	\$20.40
	Major Event - Stadium & Kitchen	\$673.00	\$611.82	\$61.18	\$673.00
11.4.2	Swimming Pool				
	Swimming Club - Junior	\$5.00	\$4.55	\$0.45	\$5.00
	Swim Fit	\$5.50	\$5.00	\$0.50	\$5.50
	Baby/Toddler - 0 to 1 yrs	\$0.00	\$0.00	\$0.00	\$0.00
	Child swim - 2yrs to 16 yrs	\$4.10	\$3.73	\$0.37	\$4.10
	Adult swim - 17yrs and over	\$5.60	\$5.09	\$0.51	\$5.60
	Family Swim (2 adults 3 children or 1 adult 3 children)	\$16.30	\$14.82	\$1.48	\$16.30
	Concession Swim (Senior Card holder or Health Care Card holder)	\$4.00	\$3.64	\$0.36	\$4.00
	Persons accompanying disabled swimmer - Free	\$0.00	\$0.00	\$0.00	\$0.00
	Discount swim (if other centre charge paid)	\$2.00	\$1.82	\$0.18	\$2.00
	Shower	\$3.00	\$2.73	\$0.27	\$3.00
	Tiny Tots Swim single lesson	\$15.00	\$13.64	\$1.36	\$15.00
	Tiny Tots - 1 child/9 week term	\$110.20	\$100.18	\$10.02	\$110.20
	Learn to swim - 1 child / 9 week term	\$110.20	\$100.18	\$10.02	\$110.20
	Learn to swim - 2 children or toddler / 9 week term	\$203.80	\$185.27	\$18.53	\$203.80
	Learn to swim - 3 children or toddler / 9 week term	\$286.50	\$260.45	\$26.05	\$286.50
	Learn to swim - single lesson	\$20.00	\$18.18	\$1.82	\$20.00
	Learn to swim - Private per lesson	\$30.00	\$27.27	\$2.73	\$30.00
	Learn to swim - Private / 9 week term	\$270.00	\$245.45	\$24.55	\$270.00
	Living Longer Living Stronger	\$7.50	\$6.82	\$0.68	\$7.50
	Aquarythmics - Senior	\$7.50	\$6.82	\$0.68	\$7.50
	Aquarythmics - Adult	\$12.00	\$10.91	\$1.09	\$12.00
	Aquarobics	\$12.00	\$10.91	\$1.09	\$12.00
	Water Polo	\$8.00	\$7.27	\$0.73	\$8.00
	Flipper Ball	\$4.50	\$4.09	\$0.41	\$4.50
	Lane Hire - Community per hour	\$15.30	\$13.91	\$1.39	\$15.30
	Lane Hire - Commercial per hour	\$25.50	\$23.18	\$2.32	\$25.50
	Crèche Fee (1hr session)	\$2.50	\$2.27	\$0.23	\$2.50
	Pool Party/child	\$5.00	\$4.55	\$0.45	\$5.00
11.4.3	Pool - Bulk purchase of tickets				
	Book of 10 tickets (10% saving)				
	Book of 10 tickets (Child/Pensioner)	\$36.00	\$32.73	\$3.27	\$36.00
	Book of 10 tickets (Swim Club - Junior)	\$45.00	\$40.91	\$4.09	\$45.00
	Book of 10 tickets (Adult)	\$52.00	\$47.27	\$4.73	\$52.00
	Book of 10 tickets (Family)	\$151.00	\$137.27	\$13.73	\$151.00
	Book of 20 tickets (15% saving)				
	Book of 20 tickets (Child/Pensioner)	\$68.00	\$61.82	\$6.18	\$68.00
	Book of 20 tickets (Swim Club - Junior)	\$80.00	\$72.73	\$7.27	\$80.00
	Book of 20 tickets (Adult)	\$93.00	\$84.55	\$8.45	\$93.00
	Book of 20 tickets (Family)	\$268.00	\$243.64	\$24.36	\$268.00
	1 month Family Pool Pass to new residents - No Charge				
11.4.4	In Term Swimming				
	Per Student / Class Centre	\$3.60	\$3.27	\$0.33	\$3.60
	Year 1 - 3 Students	\$27.00	\$24.55	\$2.45	\$27.00
	Year 4 - 5 Students	\$33.00	\$30.00	\$3.00	\$33.00
	Year 6 - 10 Students	\$37.00	\$33.64	\$3.36	\$37.00
	Weekend Hire of Pool (Inc Function Room/Day)	\$1,500.00	\$1,363.64	\$136.36	\$1,500.00
11.4.5	Gym				
	<u>Gym membership</u>				
	1 month - single	\$62.00	\$56.36	\$5.64	\$62.00
	3 months (=10% Discount)	\$171.00	\$155.45	\$15.55	\$171.00
	6 months (=15% Discount)	\$321.00	\$291.82	\$29.18	\$321.00
	12 months (=20% Discount)	\$607.00	\$551.82	\$55.18	\$607.00
	<u>Gold pass membership</u>				
	Single				
	1 month	\$87.00	\$79.09	\$7.91	\$87.00
	3 months (=10% Discount)	\$237.00	\$215.45	\$21.55	\$237.00
	6 months (=15% Discount)	\$444.00	\$403.64	\$40.36	\$444.00
	12 month (=20% Discount)	\$837.00	\$760.91	\$76.09	\$837.00
	Family (2xAd & 2xCh OR 1 Ad & 3xCh)				
	1 month	\$174.00	\$158.18	\$15.82	\$174.00
	3 months (=10% Discount)	\$474.00	\$430.91	\$43.09	\$474.00
	6 months (=15% Discount)	\$888.00	\$807.27	\$80.73	\$888.00
	12 month (=20% Discount)	\$1,673.00	\$1,520.91	\$152.09	\$1,673.00
	<u>Membership Special</u>				
	Monthly Fee - (\$240 / 4 months)	\$60.00	\$54.55	\$5.45	\$60.00
	<u>Direct Debit - 12 Months</u>				
	12 month Gym Membership (per month)	\$55.00	\$50.00	\$5.00	\$55.00
	12 month Gold Pass Single (per month)	\$73.00	\$66.36	\$6.64	\$73.00
	12 month Gold Pass Family (per month)	\$142.00	\$129.09	\$12.91	\$142.00
	<u>FIFO / DIDO Membership (4 months for the price of an equivalent 3 month membership)</u>				
	Gym Membership (4 months - conditions apply)	\$171.00	\$155.45	\$15.55	\$171.00
	Gold Pass (4 months - conditions apply)	\$237.00	\$215.45	\$21.55	\$237.00
	Group Fitness Classes	\$12.00	\$10.91	\$1.09	\$12.00
	Group Fitness Seniors	\$7.50	\$6.82	\$0.68	\$7.50
	Casual Gym	\$12.00	\$10.91	\$1.09	\$12.00
	Casual Gym - Seniors	\$9.00	\$8.18	\$0.82	\$9.00
	Kindy Gym - per session casual	\$8.00	\$7.27	\$0.73	\$8.00
	Kindy Gym - per 9 week term	\$64.00	\$58.18	\$5.82	\$64.00

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Reference	Description	2019/20 GST Incl	2020/21		
			GST Ex	GST	GST Inc
11.4.6	Stadium				
	<u>Centre Run Programs/Competitions</u>				
	Team Nomination - Senior (15 years and over)	\$185.00	\$168.18	\$16.82	\$185.00
	Team Nomination - Junior (4 years - 14 years inclusive)	\$150.00	\$136.36	\$13.64	\$150.00
	Junior Game/per team (4years - 14 years inclusive)	\$28.00	\$25.45	\$2.55	\$28.00
	Junior - Game/per player (4 years - 14 years inclusive)	\$3.50	\$3.18	\$0.32	\$3.50
	Senior - Game/per team (15 years and over)	\$30.00	\$27.27	\$2.73	\$30.00
	Junior Training - per court per hour	\$22.50	\$20.45	\$2.05	\$22.50
	Senior Training - per court per hour	\$30.50	\$27.73	\$2.77	\$30.50
	Training - Commercial - per court per hour	\$41.00	\$37.27	\$3.73	\$41.00
	<u>Club Program/Competition</u>				
	Junior Club Competition - per court per hour (4 years - 14 years inclusive)	\$30.50	\$27.73	\$2.77	\$30.50
	Senior Club Competition - per court per hour (15 years and over)	\$32.50	\$29.55	\$2.95	\$32.50
	Senior Club Competition - per team per hour (15 years and over)	\$32.50	\$29.55	\$2.95	\$32.50
	Junior Club Training - per court per hour	\$22.50	\$20.45	\$2.05	\$22.50
	Senior Club Training - per court per hour	\$30.50	\$27.73	\$2.77	\$30.50
	Junior cricket - per child per session	\$4.00	\$3.64	\$0.36	\$4.00
	Junior soccer - per child per session	\$4.00	\$3.64	\$0.36	\$4.00
	Senior cricket	\$8.00	\$7.27	\$0.73	\$8.00
	Senior soccer	\$8.00	\$7.27	\$0.73	\$8.00
	Senior hockey	\$8.00	\$7.27	\$0.73	\$8.00
	Basketball - casual game/shots (Junior - up to 14 years) per session	\$3.50	\$3.18	\$0.32	\$3.50
	Basketball - casual game/shots (Senior - 15 years and above) per session	\$4.00	\$3.64	\$0.36	\$4.00
	<u>Badminton - casual game</u>				
	Adult / hr	\$5.00	\$4.55	\$0.45	\$5.00
	Junior / hr	\$4.00	\$3.64	\$0.36	\$4.00
	<u>Volleyball - casual game</u>				
	Adult / hr	\$5.00	\$4.55	\$0.45	\$5.00
	Junior / hr	\$4.00	\$3.64	\$0.36	\$4.00
	<u>Roller skating (Inc skates)</u>				
	Junior	\$5.00	\$4.55	\$0.45	\$5.00
	Family (3 children)	\$16.00	\$14.55	\$1.45	\$16.00
	<u>Stadium Hire - Event - During Standard Operating Hours</u>				
	Court 1 or 2 (per hr / court)	\$30.50	\$27.73	\$2.77	\$30.50
	Court 1 or 2 (full day = 8hrs)	\$245.00	\$222.73	\$22.27	\$245.00
	<u>Stadium Hire - Outside Standard Operating Hours</u>				
	Court 1 or 2 (per hr / court)	\$61.00	\$55.45	\$5.55	\$61.00
11.4.7	Squash				
	Squash Court (per hour)	\$10.00	\$9.09	\$0.91	\$10.00
	Squash (per hour) - hire racquet & ball	\$3.00	\$2.73	\$0.27	\$3.00
	Squash Adult (per hour)	\$5.00	\$4.55	\$0.45	\$5.00
11.5	Balingup Recreation Centre				
	Managed by BADSA				
11.6	Libraries				
11.6.1	Photocopying/Printing				
	A4 (Black & White)	\$0.20	\$0.18	\$0.02	\$0.20
	A3 (Black & White)	\$0.25	\$0.23	\$0.02	\$0.25
	A4 Double Sided (Black & White)	\$0.30	\$0.27	\$0.03	\$0.30
	A3 Double Sided (Black & White)	\$0.40	\$0.36	\$0.04	\$0.40
	A4 (Colour Printing - Text)	\$0.60	\$0.55	\$0.05	\$0.60
	A4 (Colour Printing - Photo)	\$1.00	\$0.91	\$0.09	\$1.00
	A3 (Colour Printing - Text)	\$0.80	\$0.73	\$0.07	\$0.80
	A3 (Colour Printing - Photo)	\$2.00	\$1.82	\$0.18	\$2.00
11.6.2	Laminating				
	A4	\$2.00	\$1.82	\$0.18	\$2.00
	A3	\$3.50	\$3.18	\$0.32	\$3.50
	Business Card	\$0.80	\$0.73	\$0.07	\$0.80
11.6.3	Room Hire - Seniors Room				
	First four hours (per hour)	\$17.75	\$16.14	\$1.61	\$17.75
	Subsequent hours	\$14.20	\$12.91	\$1.29	\$14.20
	Use of kitchen	\$2.45	\$2.23	\$0.22	\$2.45
	Use of Crèche	\$2.45	\$2.23	\$0.22	\$2.45
11.6.4	Room Hire - Meeting Room				
	Charge per hour	\$5.85	\$5.32	\$0.53	\$5.85
	Use of kitchen	\$2.45	\$2.23	\$0.22	\$2.45

**SHIRE OF DONNYBROOK BALINGUP
FEES AND CHARGES
FOR THE YEAR ENDING 30 JUNE 2021**

Reference	Description	2019/20 GST Incl	2020/21		
			GST Ex	GST	GST Inc
12	Transport				
12.1	Rural Road Number Plate				
12.1.1	Supply & Installation	\$38.00	\$34.55	\$3.45	\$38.00
12.2	Approval of Road & Drainage Plans for Subdivisions				
12.2.1	1.5% of Construction Cost or actual costs or as calculated by Shire, whichever is the greater, plus GST of subdivision works approved by Shire. <i>Note Work to include all works within road reserve including earthworks or other associated drainage/road structures, retaining walls that are outside road reserve. Excludes water service, sewer and power.</i>				
12.3	Engineering Supervision Fee				
12.3.1	Based on estimated cost plus GST				
12.4	Private Works				
	<i>Note Mobilisation and demobilisation costs may apply if plant is not already in the area. If works are subject to award overtime rates, applicable rates will be charged</i>				
12.4.1	Grader				
	Ordinary hours charge rate	\$160.00	\$145.45	\$14.55	\$160.00
	Ordinary hours labour only	\$65.00	\$59.09	\$5.91	\$65.00
	Ordinary hours plant only	\$105.00	\$95.45	\$9.55	\$105.00
12.4.2	Loader				
	Ordinary hours charge rate	\$155.00	\$140.91	\$14.09	\$155.00
	Ordinary hours labour only	\$65.00	\$59.09	\$5.91	\$65.00
	Ordinary hours plant only	\$95.00	\$86.36	\$8.64	\$95.00
12.4.3	Trucks 3 tonne				
	Ordinary hours charge rate	\$105.00	\$95.45	\$9.55	\$105.00
	Ordinary hours labour only	\$65.00	\$59.09	\$5.91	\$65.00
	Ordinary hours plant only	\$50.00	\$45.45	\$4.55	\$50.00
12.4.4	Trucks 13/14 tonne				
	Ordinary hours charge rate	\$130.00	\$118.18	\$11.82	\$130.00
	Ordinary hours labour only	\$65.00	\$59.09	\$5.91	\$65.00
	Ordinary hours plant only	\$65.00	\$59.09	\$5.91	\$65.00
12.4.5	Backhoe				
	Ordinary hours charge rate	\$135.00	\$122.73	\$12.27	\$135.00
	Ordinary hours labour only	\$65.00	\$59.09	\$5.91	\$65.00
	Ordinary hours plant only	\$70.00	\$63.64	\$6.36	\$70.00
12.4.6	Vibrating Roller				
	Ordinary hours charge rate	\$130.00	\$118.18	\$11.82	\$130.00
	Ordinary hours labour only	\$65.00	\$59.09	\$5.91	\$65.00
	Ordinary hours plant only	\$65.00	\$59.09	\$5.91	\$65.00
12.4.7	Tractor				
	Ordinary hours charge rate	\$105.00	\$95.45	\$9.55	\$105.00
	Ordinary hours labour only	\$65.00	\$59.09	\$5.91	\$65.00
	Ordinary hours plant only	\$40.00	\$36.36	\$3.64	\$40.00
12.4.8	Tractor & Slasher, Ride-on Mower				
	Ordinary hours charge rate	\$100.00	\$90.91	\$9.09	\$100.00
	Ordinary hours labour only	\$65.00	\$59.09	\$5.91	\$65.00
	Ordinary hours plant only	\$35.00	\$31.82	\$3.18	\$35.00
12.4.9	Materials (eg. Metal, Sand, Gravel, Catemul etc) - All materials will be charged at cost plus 25%				
	Royalty payment for gravel acquisition from private land owners, in accordance with Schedule 3.2 of the Local Government Act 1995.				
					A negotiated royalty of \$2.25 to \$4.75 per tonne ex gst will be paid for gravel acquired from private property subject to its location and quality of material.
12.5	Special Series Number Plates				
12.5.1	Shire Special (Reverse) Series Number Plates	\$215.00	\$215.00	N/A	\$215.00
12.5.2	Lions Club - Number Plate Surrounds (per set of 2)	\$10.00	\$10.00	N/A	\$10.00
12.5.3	Lions Club - Number Plate Surrounds (per plate)	\$6.00	\$6.00	N/A	\$6.00

**SHIRE OF DONNYBROOK BALINGUP
FEES AND CHARGES
FOR THE YEAR ENDING 30 JUNE 2021**

Reference	Description	2019/20 GST Incl	2020/21		
			GST Ex	GST	GST Inc
13	Economic Services				
13.1	Balingup Transit Park (Maximum 3 nights)				
13.1.1	Vehicles/Vans/RV's etc				
	Rate per night Powered Site	\$26.00	\$23.64	\$2.36	\$26.00
	- including 2 people per site				
	Rate per night Unpowered Site	\$19.00	\$17.27	\$1.73	\$19.00
	- including 2 people per site				
	Additional Person (per person per night)	\$6.50	\$5.91	\$0.59	\$6.50
	Additional Person (Child under 12 years per night)	\$6.50	\$5.91	\$0.59	\$6.50
13.1.2	Tents/Swag etc				
	Powered Camp Site	\$23.00	\$20.91	\$2.09	\$23.00
	- including 2 people per site				
	Unpowered Camp Site	\$12.00	\$10.91	\$1.09	\$12.00
	- including 2 people per site				
	All Additional Person (per person per night)	\$4.00	\$3.64	\$0.36	\$4.00
	Shower Only (per person per shower)	\$7.00	\$6.36	\$0.64	\$7.00
13.2	Donnybrook Transit Park (Maximum 3 nights)				
13.2.1	Peak Season - 1st October to 30th April				
	Rate per night	\$33.00	\$30.00	\$3.00	\$33.00
	- including 2 people per site				
	Additional Person (per person per night)	\$6.50	\$5.91	\$0.59	\$6.50
	Additional Person (Child under 12 years per night)	\$4.00	\$3.64	\$0.36	\$4.00
13.2.2	Peak Season - 1st October to 30th April				
	Unpowered Camp Site	\$26.00	\$23.64	\$2.36	\$26.00
	- including 2 people per site				
	Additional Person (per person per night)	\$6.50	\$5.91	\$0.59	\$6.50
	Additional Person (Child under 12 years per night)	\$4.00	\$3.64	\$0.36	\$4.00
	Shower Only (per person per shower)	\$6.00	\$5.45	\$0.55	\$6.00
13.2.3	Off Peak Season - 1st May to 30th September				
	Rate per night	\$31.00	\$28.18	\$2.82	\$31.00
	- including 2 people per site				
	Additional Person (per person per night)	\$6.50	\$5.91	\$0.59	\$6.50
	Additional Person (Child under 12 years per night)	\$4.00	\$3.64	\$0.36	\$4.00
	Unpowered Camp Site	\$24.00	\$21.82	\$2.18	\$24.00
	- including 2 people per site				
	Additional Person (per person per night)	\$6.50	\$5.91	\$0.59	\$6.50
	Additional Person (Child under 12 years per night)	\$4.00	\$3.64	\$0.36	\$4.00
	Shower Only (per person per shower)	\$6.00	\$5.45	\$0.55	\$6.00
	** Caravan Club Discounts - where there are 10 or more vans 10% per van				
	** Seniors Discounts - over 65 years of age 5% discount.				
	** Can only get one discount **				
	** Children under 5 - free				

**SHIRE OF DONNYBROOK BALINGUP
FEES AND CHARGES
FOR THE YEAR ENDING 30 JUNE 2021**

Reference	Description	2019/20 GST Incl	2020/21			
			GST Ex	GST	GST Inc	
13.3	Building Control					
13.3.1	Uncertified Class 1 or Class 10 Building Permit 0.32% of the estimated value of construction work. \$105.00 minimum charge.	\$105.00	\$105.00	N/A		\$105.00
13.3.2	Certified Class 1-10 Building Permit 0.019% of the estimated value of construction work. \$105.00 minimum charge.	\$105.00	\$105.00	N/A		\$105.00
13.3.3	Certified Class 2-9 Building Permit 0.09% of the estimated value of construction work. \$105.00 minimum charge.	\$105.00	\$105.00	N/A		\$105.00
13.3.4	Request to Certify Class 2-9 Building (Shire District Only) (Certificate of Design Compliance) 0.32% of the estimated GST Inclusive value of construction work.) \$250.00 minimum charge.	\$250.00	\$227.27	\$22.73		\$250.00
13.3.5	Certificate of Construction Compliance Where the Shire of Donnybrook/Balingup provided the Certificate of Design Compliance Where the Shire of Donnybrook/Balingup did not provide the Certificate of Design Compliance				Nil, unless repeat inspections are required, where additional work will be charged at \$82.00 per hour, with a minimum of \$250.00. \$82.00 per hour, with a minimum of \$250.00	
13.3.6	Certificate of Building Compliance Authorised or unauthorised Class 2 - 9 buildings Unauthorised Class 1 -10 buildings				\$82.00 per hour, with a minimum of \$250.00 0.26% of the GST inclusive estimated current value of the works, with a minimum of \$250.00	
13.3.7	Demolition Permit Class 1 or 10 \$105.00 minimum charge	\$105.00	\$105.00	N/A		\$105.00
13.3.8	Demolition Permit Class 2-9 Each storey Extend Time Building/Demolition Permit Occupancy Permit completed building Temporary Occupancy Permit incomplete building Modification Occupancy Permit temporary basis Replacement Occupancy Permit permanent change	\$105.00 \$105.00 \$105.00 \$105.00 \$105.00 \$105.00	\$105.00 \$105.00 \$105.00 \$105.00 \$105.00 \$105.00	N/A N/A N/A N/A N/A N/A		\$105.00 \$105.00 \$105.00 \$105.00 \$105.00 \$105.00
13.3.9	Occupancy Permit or Building Approval Certificate \$11.60 for each strata unit \$115.00 minimum charge	\$11.60 \$115.00	\$11.60 \$115.00	N/A N/A		\$11.60 \$115.00
13.3.10	Occupancy Permit unauthorised worked completed 0.18% of the estimated value of unauthorised work. \$105.00 minimum charge.	\$105.00	\$105.00	N/A		\$105.00
13.3.11	Building Approval Certificate unauthorised work completed (Application Fee) 0.38% of the estimated value of unauthorised work. \$105.00 minimum charge. Replacement Occupancy Permit existing building	\$105.00 \$105.00	\$105.00 \$105.00	N/A N/A		\$105.00 \$105.00
13.3.12	Building Approval Certificate existing building unauthorised work not completed Extend Time Occupancy Permit/Building Approval Certificate Application as defined in Regulation 31 Building Inspection Service for Class 2 - 9 Buildings - per hour	\$105.00 \$105.00 \$2,160.15 \$110.00	\$105.00 \$105.00 \$2,160.15 \$100.00	N/A N/A N/A \$10.00		\$105.00 \$105.00 \$2,160.15 \$110.00
13.3.13	Construction Training Fund 0.20% of the estimated value where the value of construction exceeds \$20,000					
13.3.14	Building Service Levy Building Permit Value of work under \$45,000 Value of work over \$45,000 - 0.137%	\$61.65	\$61.65	N/A		\$61.65
13.3.15	Demolition Permit Value of work under \$45,000 Value of work over \$45,000 - 0.137%	\$61.65	\$61.65	N/A		\$61.65
13.3.16	Occupancy Permit Building approval Certificate for Authorised work Occupancy Permit Unauthorised Building Work Value of work under \$45,000 Value of work over \$45,000 - 0.274%	\$61.65 \$123.30	\$61.65 \$123.30	N/A N/A		\$61.65 \$123.30
13.3.17	Building Approval Certificate Unauthorised Building Work Value of work under \$45,000 Value of work over \$45,000 - 0.274%	\$123.30	\$123.30	N/A		\$123.30
	Building Permit - Minor amendment fee Building Permit - Major amendment fee	\$50.00 \$100.00	\$45.45 \$90.91	\$4.55 \$9.09		\$50.00 \$100.00
13.3.18	Smoke Alarms Approval battery powered smoke alarms	\$179.40	\$179.40	N/A		\$179.40
13.4	Swimming Pool Inspections Inspection every 4 years - one quarter of charge levied annually (ie. \$57.45 over 4 years)	\$14.61	\$14.61	N/A		\$14.61
13.4.1						
13.5	Extractive Industry Licensing Application for Extractive Industry Licence (Shire of Donnybrook-Balingup Extractive Industry Local Law)					
13.5.1	Initial licence (excluding development application fee)	\$508.00	\$508.00	N/A		\$508.00
13.5.2	Annual renewal	\$800.00	\$800.00	N/A		\$800.00
13.5.3	Licence Transfer	\$100.00	\$300.00	N/A		\$300.00
13.5.4	Licence Extension	\$500.00	\$500.00	N/A		\$500.00
13.5.5	Penalties <i>Licence penalties are as per the Shire of Donnybrook-Balingup Extractive Industries Local Law and do not relate to the development application/approval penalties listed in 10.5</i>					

SHIRE OF DONNYBROOK BALINGUP

BUDGET

FOR THE YEAR ENDED 30 JUNE 2021

LOCAL GOVERNMENT ACT 1995

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SHIRE OF DONNYBROOK BALINGUP
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2021

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
		\$	\$	\$
Revenue				
Rates	1(a)	5,074,942	5,072,526	5,084,690
Operating grants, subsidies and contributions	10(a)	4,838,368	4,578,916	5,383,535
Fees and charges	9	3,154,474	3,036,267	3,113,848
Interest earnings	12(a)	216,825	256,081	205,200
Other revenue	12(b)	1,650	283,723	184,019
		13,286,259	13,227,513	13,971,292
Expenses				
Employee costs		(7,766,645)	(7,929,129)	(7,050,400)
Materials and contracts		(4,569,549)	(3,094,253)	(4,620,377)
Utility charges		(457,272)	(449,236)	(369,249)
Depreciation on non-current assets	5	(5,494,234)	(5,016,739)	(5,960,334)
Interest expenses	12(d)	(17,133)	(7,349)	(9,786)
Insurance expenses		(456,518)	(323,687)	(344,487)
Other expenditure		(227,251)	(582,604)	(523,994)
		(18,988,602)	(17,402,997)	(18,878,627)
Subtotal		(5,702,343)	(4,175,484)	(4,907,335)
Non-operating grants, subsidies and contributions	10(b)	8,994,403	1,817,234	9,910,124
Profit on asset disposals	4(b)	9,869	121,153	84,060
Loss on asset disposals	4(b)	(32,470)	(104,768)	(92,919)
		8,971,802	1,833,619	9,901,265
Net result		3,269,459	(2,341,865)	4,993,930
Other comprehensive income				
Changes on revaluation of non-current assets		0	0	0
Total other comprehensive income		0	0	0
Total comprehensive income		3,269,459	(2,341,865)	4,993,930

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

SHIRE OF DONNYBROOK BALINGUP FOR THE YEAR ENDED 30 JUNE 2021

BASIS OF PREPARATION

The budget has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations. The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this budget. This is not in accordance with the requirements of *AASB 1051 Land Under Roads* paragraph 15 and *AASB 116 Property, Plant and Equipment* paragraph 7.

Accounting policies which have been adopted in the preparation of this budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the budget has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire of Donnybrook Balingup controls resources to carry on its functions have been included in the financial statements forming part of this budget.

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 14 to the budget.

2019/20 ACTUAL BALANCES

Balances shown in this budget as 2019/20 Actual are estimates as forecast at the time of budget preparation and are subject to final adjustments.

CHANGE IN ACCOUNTING POLICIES

On the 1 July 2020 the following new accounting policies are to be adopted and may impact the preparation of the budget:

AASB 1059 Service Concession Arrangements: Grantors

AASB 2018-7 Amendments to Australian Accounting Standards - Materiality

AASB 1059 is not expected to impact the annual budget.

Specific impacts of AASB 2018-7 have not been identified.

KEY TERMS AND DEFINITIONS - NATURE OR TYPE

REVENUES

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

SERVICE CHARGES

Service charges imposed under Division 6 of Part 6 of the *Local Government Act 1995*. Regulation 54 of the *Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services.

Excludes rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

REVENUES (CONTINUED)

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

FEES AND CHARGES

Revenue (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, and rebates. Reimbursements and recoveries should be separated by note to ensure the correct calculation of ratios.

EXPENSES

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets includes loss on disposal of long term investments.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation and amortisation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

SHIRE OF DONNYBROOK BALINGUP
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2021

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
Revenue	1,9,10(a),12(a),12(b)	\$	\$	\$
Governance		64,084	34,705	25,189
General purpose funding		6,238,176	7,339,117	7,372,828
Law, order, public safety		577,580	466,253	590,180
Health		173,013	159,659	163,128
Education and welfare		4,047,772	3,546,336	3,961,897
Community amenities		1,134,936	1,147,926	1,215,567
Recreation and culture		261,529	203,362	351,658
Transport		198,310	10,009	8,500
Economic services		480,781	166,123	155,553
Other property and services		110,078	154,024	126,792
		13,286,259	13,227,514	13,971,292
Expenses excluding finance costs	4(a),5,12(c),(e),(f)			
Governance		(1,049,323)	(1,169,267)	(1,214,385)
General purpose funding		(202,110)	(216,724)	(163,296)
Law, order, public safety		(1,372,958)	(1,258,499)	(1,476,583)
Health		(260,039)	(225,527)	(237,845)
Education and welfare		(5,020,297)	(4,455,786)	(4,542,002)
Community amenities		(1,709,555)	(1,639,261)	(1,801,729)
Recreation and culture		(3,576,815)	(2,915,244)	(3,445,195)
Transport		(4,818,754)	(4,638,435)	(5,110,240)
Economic services		(847,267)	(592,880)	(650,774)
Other property and services		(118,200)	(282,177)	(226,792)
		(18,975,318)	(17,393,800)	(18,868,841)
Finance costs	,7,6(a),12(d)			
Governance		(2,876)	(554)	0
Law, order, public safety		(111)	(537)	0
Health		(3,668)	(3,895)	(4,321)
Education and welfare		(4,617)	(58)	0
Recreation and culture		(2,012)	(2,269)	(1,941)
Economic services		0	(1,885)	(3,524)
		(13,284)	(9,198)	(9,786)
Subtotal		(5,702,343)	(4,175,484)	(4,907,335)
Non-operating grants, subsidies and contributions	10(b)	8,994,403	1,817,234	9,910,124
Profit on disposal of assets	4(b)	9,869	121,153	84,060
(Loss) on disposal of assets	4(b)	(32,470)	(104,768)	(92,919)
		8,971,802	1,833,619	9,901,265
Net result		3,269,459	(2,341,865)	4,993,930
Other comprehensive income				
Changes on revaluation of non-current assets		0	0	0
Total other comprehensive income		0	0	0
Total comprehensive income		3,269,459	(2,341,865)	4,993,930

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

**SHIRE OF DONNYBROOK BALINGUP
FOR THE YEAR ENDED 30 JUNE 2021**

KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS

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

OBJECTIVE

ACTIVITIES

SHIRE OF DONNYBROOK BALINGUP
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2021

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
		\$	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		5,054,942	5,072,526	5,084,690
Operating grants, subsidies and contributions		2,302,746	4,578,916	5,383,535
Fees and charges		2,989,474	3,150,386	3,113,848
Interest earnings		216,825	256,081	205,200
Goods and services tax		1,184,950	1,184,934	0
Other revenue		1,650	283,723	184,019
		11,750,587	14,526,566	13,971,292
Payments				
Employee costs		(7,766,645)	(7,743,068)	(7,050,400)
Materials and contracts		(4,922,028)	(2,885,975)	(4,540,377)
Utility charges		(457,272)	(449,236)	(369,249)
Interest expenses		(17,133)	(7,349)	(9,786)
Insurance expenses		(456,518)	(323,687)	(344,487)
Goods and services tax		(1,184,953)	(1,169,196)	0
Other expenditure		(227,251)	(582,604)	(523,994)
		(15,031,800)	(13,161,115)	(12,838,293)
Net cash provided by (used in) operating activities	3	(3,281,213)	1,365,451	1,132,999
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	4(a)	(3,353,320)	(1,880,441)	(9,601,527)
Payments for construction of infrastructure	4(a)	(7,727,503)	(2,751,135)	(5,585,044)
Non-operating grants, subsidies and contributions		9,293,045	4,128,309	9,910,124
Proceeds from sale of land held for resale	4(b)	0	245,702	80,000
Proceeds from sale of plant and equipment	4(b)	168,209	344,636	314,791
Proceeds on self supporting loans		9,144	8,899	0
Net cash provided by (used in) investing activities		(1,610,425)	95,970	(4,881,656)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	6(a)	(61,290)	(32,452)	(32,213)
Principal elements of lease payments	7	(53,871)	(58,719)	0
Proceeds from lease		275,000	285,000	
Repayment of life Lease			(285,000)	
Proceeds from new borrowings	6(b)	0	291,000	2,174,530
Net cash provided by (used in) financing activities		159,839	199,829	2,142,317
Net increase (decrease) in cash held		(4,731,799)	1,661,250	(1,606,340)
Cash at beginning of year		16,622,802	14,961,552	7,304,868
Cash and cash equivalents at the end of the year	3	11,891,003	16,622,802	5,698,528

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

SHIRE OF DONNYBROOK BALINGUP
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2021

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
		\$	\$	\$
OPERATING ACTIVITIES				
Underlying net current assets at start of year - surplus/(deficit)		(29,583)	11,994	0
Advance payment of untied financial assistance grants		1,066,709	0	0
Net current assets at start of financial year - surplus/(deficit)		1,037,126	11,994	0
Revenue from operating activities (excluding rates)				
Governance		64,084	34,705	25,189
General purpose funding		1,163,234	2,266,591	2,288,138
Law, order, public safety		577,580	466,253	590,180
Health		173,013	159,659	163,128
Education and welfare		4,047,772	3,546,336	3,961,897
Community amenities		1,140,547	1,147,926	1,215,567
Recreation and culture		261,529	203,362	351,658
Transport		201,946	19,212	8,500
Economic services		480,781	278,073	161,246
Other property and services		110,702	154,024	126,792
		8,221,188	8,276,141	8,892,295
Expenditure from operating activities				
Governance		(1,052,199)	(1,169,821)	(1,214,385)
General purpose funding		(202,110)	(216,724)	(163,296)
Law, order, public safety		(1,373,069)	(1,259,036)	(1,476,583)
Health		(263,707)	(229,422)	(242,166)
Education and welfare		(5,024,914)	(4,455,844)	(4,542,002)
Community amenities		(1,709,555)	(1,639,261)	(1,801,729)
Recreation and culture		(3,578,827)	(2,917,513)	(3,447,136)
Transport		(4,843,710)	(4,677,185)	(5,190,703)
Economic services		(854,781)	(660,783)	(666,754)
Other property and services		(118,200)	(282,177)	(226,792)
		(19,021,072)	(17,507,766)	(18,971,546)
Non-cash amounts excluded from operating activities	2 (a)(i)	5,516,835	4,040,849	5,969,193
Amount attributable to operating activities		(4,245,923)	(5,178,782)	(4,110,058)
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions	10(b)	8,994,403	1,817,234	9,910,124
Purchase property, plant and equipment	4(a)	(3,353,320)	(1,880,441)	(9,601,527)
Purchase and construction of infrastructure	4(a)	(7,727,506)	(2,009,158)	(5,585,044)
Proceeds from disposal of assets	4(b)	168,209	344,636	394,791
Proceeds from disposal of land		0	245,702	0
Proceeds from self supporting loans	6(a)	9,143	8,900	8,660
Amount attributable to investing activities		(1,909,071)	(1,473,127)	(4,872,996)
FINANCING ACTIVITIES				
Repayment of borrowings	6(a)	(61,290)	(32,452)	(32,213)
Principal elements of finance lease payments	7	(53,871)	(58,719)	0
Proceeds from new borrowings	6(b)	0	291,000	2,174,530
Proceeds from Lease		275,000	285,000	
Repayment of Life Lease			(285,000)	
Transfers to cash backed reserves (restricted assets)	8(a)	(212,000)	(1,212,043)	(901,149)
Transfers from cash backed reserves (restricted assets)	8(a)	1,132,213	3,628,723	2,655,696
Amount attributable to financing activities		1,080,052	2,616,509	3,896,864
Budgeted deficiency before general rates		(5,074,942)	(4,035,400)	(5,086,190)
Estimated amount to be raised from general rates	1	5,074,942	5,072,526	5,086,190
Net current assets at end of financial year - surplus/(deficit)	2 (a)(iii)	0	1,037,126	0

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

2 (a). NET CURRENT ASSETS

Items excluded from calculation of budgeted deficiency

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

(i) Operating activities excluded from budgeted deficiency

The following non-cash revenue or expenditure has been excluded from operating activities within the Rate Setting Statement.

Adjustments to operating activities

Note	2020/21 Budget 30 June 2021	2019/20 Actual 30 June 2020	2019/20 Budget 30 June 2020
	\$	\$	\$
Less: Profit on asset disposals	4(b) (9,869)	(121,153)	(84,060)
Less: Movement in employee liabilities associated with restricted cash	0	(37,721)	0
Less: Movement in employee related assets	0	(15,991)	0
Less: Movement in land held for resale	0	(66,018)	0
Add: Movement in deferred rates	0	24,520	0
Add: Loss on disposal of assets	4(b) 32,470	104,768	92,919
Add: Change in accounting policies	0	(864,295)	0
Add: Depreciation on assets	5 5,494,234	5,016,739	5,960,334
Non cash amounts excluded from operating activities	5,516,835	4,040,849	5,969,193

(ii) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement.

Adjustments to net current assets

Less: Cash - restricted reserves	3 (5,704,551)	(6,624,764)	(3,103,348)
Less: Financial assets - restricted	3 0	0	(587,169)
Less: Current assets not expected to be received at end of year			0
- Land held for resale	0	0	80,000
Add: Current liabilities not expected to be cleared at end of year		0	0
- Employee benefit provisions	192,881	192,881	1,383,739
Total adjustments to net current assets	(5,511,670)	(6,431,883)	(2,226,778)

2 (a). NET CURRENT ASSETS (CONTINUED)

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

	2020/21 Budget 30 June 2021	2019/20 Actual 30 June 2020	2019/20 Budget 30 June 2020
Note	\$	\$	\$
(iii) Composition of estimated net current assets			
Current assets			
Cash and cash equivalents- unrestricted	257,780	1,533,744	2,595,181
Cash and cash equivalents - restricted			
Cash backed reserves	5,704,551	6,624,764	3,103,348
Bonds and Deposits	5,739,577	5,739,577	
Unspent grants, subsidies and contributions	189,095	2,724,717	0
Financial assets - restricted	0	0	587,169
Receivables	803,025	653,025	
Contract assets	115,000	413,642	
Inventories	107,936	107,936	6,907
Other Assets (prepayments)	35,000	0	
	12,951,964	17,797,405	6,292,605
Less: current liabilities			
Trade and other payables	(6,299,207)	(6,651,689)	(1,051,627)
Contract liabilities	(189,095)	(2,724,717)	(75,313)
Long term borrowings		0	(2,142,317)
Provisions	(951,992)	(951,992)	(796,570)
	(7,440,294)	(10,328,398)	(4,065,827)
Net current assets	5,511,670	7,469,007	2,226,778
Less: Total adjustments to net current assets	(5,511,670)	(6,431,883)	(2,226,778)
Closing funding surplus / (deficit)	0	1,037,126	0

1. RATES AND SERVICE CHARGES

(a) Rating Information

RATE TYPE	Rate in	Number of properties	Rateable value	2020/21 Budgeted rate revenue	2020/21 Budgeted interim rates	2020/21 Budgeted back rates	2020/21 Budgeted total revenue	2019/20 Actual total revenue	2019/20 Budget total revenue
	\$		\$	\$	\$	\$	\$	\$	\$
Differential general rate or general rate									
Gross rental valuations									
General	0.081733	1,028	20,184,850	1,649,768	2,250		1,652,018	1,641,115	1,629,508
Unimproved valuations									
General	0.005377	828	333,619,000	1,793,869	2,250		1,796,120	1,788,549	1,807,306
Sub-Totals		1,856	353,803,850	3,443,637	4,500	0	3,448,138	3,429,664	3,436,814
	Minimum								
Minimum payment									
	\$								
Gross rental valuations									
General	1,104	950	8,810,361	1,048,800			1,048,800	1,065,360	584,016
Unimproved valuations									
General	1,104	526	71,373,080	580,704			580,704	584,016	1,065,360
Sub-Totals		1,476	80,183,441	1,629,504	0	0	1,629,504	1,649,376	1,649,376
		3,332	433,987,291	5,073,141	4,500	0	5,077,642	5,079,040	5,086,190
Write offs								(6,514)	
Concessions (Refer note 1(e))							(2,700)	0	0
Total amount raised from general rates							5,074,942	5,072,526	5,086,190

All land (other than exempt land) in the Shire of Donnybrook Balingup is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire of Donnybrook Balingup.

The general rates detailed for the 2020/21 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers should make what is a minimum contribution to the cost of local government services/facilities that display the characteristics of a public good.

1. RATES AND SERVICE CHARGES (CONTINUED)

(b) Interest Charges and Instalments - Rates and Service Charges

The following instalment options are available to ratepayers for the payment of rates and service charges.

Instalment options	Date due	Instalment plan admin charge	Instalment plan interest rate	Unpaid rates interest rates
		\$	%	%
Option one				
Single Payment in Full	15/10/2020			
Option two				
First Instalment	15/10/2020	11	5.5%	8.0%
Second Instalment	12/02/2021	11	5.5%	8.0%
Option three				
First Instalment	15/10/2020	11	5.5%	8.0%
Second Instalment	14/12/2020	11	5.5%	8.0%
Third Instalment	12/02/2021	11	5.5%	8.0%
Fourth Instalment	13/04/2021	11	5.5%	8.0%

The Council has adopted a CIVID19 financial hardship policy in to the 2020-21 financial year which is available on the Shire's website

	2020/21 Budget revenue	2019/20 Actual revenue	2019/20 Budget revenue
	\$	\$	\$
Instalment plan admin charge revenue	29,100	30,791	21,030
Instalment plan interest earned	16,500	20,872	15,500
Unpaid rates and service charge interest earned	37,500	51,206	50,000
	83,100	102,869	86,530

1. RATES AND SERVICE CHARGES (CONTINUED)

(c) Specified Area Rate

The Shire did not raise specified area rates for the year ended 30 June 2021.

(d) Service Charges

The Shire did not raise service charges for the year ended 30 June 2021.

1. RATES AND SERVICE CHARGES (CONTINUED)

(e) Waivers or concessions

Rate or fee and charge to which the waiver or concession is granted	Type	Discount %	Discount (\$)	2020/21 Budget	2019/20 Actual	2019/20 Budget	Circumstances in which the waiver or concession is granted	Objects and reasons of the waiver or concession
Waste Management	Concession	50.0%		\$ (25,729)	\$ 0	\$	0 A 50% concession on all Waste Management Rates over a threshold of \$250	To recognise the impact of a change of charge methodology in relation to waste management rating
<p>To comply with regulatory requirements from 1 July 2020 the Shire will raise revenue for waste management (as per the WARR Act) as a rate in the dollar applied according to individual property valuations. This change of rating practice will be the subject of the a concession to be applied to all properties (Unimproved and Gross Rental) where the valuation of the rate in the dollar results in a rate calculation above \$210. These property owners will be issued automatically with a concession to reduce the amount payable by 50% of the amount due above \$250</p>								
General Rates	Concession	Various		(2,700)	0	(2,700)	A concession on general rates for selected properties where the property crosses a boundary with a neighbouring local government	To recognise the impact of rates charged by two local government for the same property.
				(28,429)	0	(2,700)		

2 (b). NET CURRENT ASSETS (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the Shire's intentions to release for sale.

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire of Donnybrook Balingup becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

CONTRACT ASSETS

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

PROVISIONS

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

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

INVENTORIES

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Superannuation

The Shire of Donnybrook Balingup contributes to a number of superannuation funds on behalf of employees.

All funds to which the Shire of Donnybrook Balingup contributes are defined contribution plans.

LEASE LIABILITIES

The present value of future lease payments not paid at the reporting date discounted using the incremental borrowing rate where the implicit interest rate in the lease is not readily determined.

TRADE AND OTHER RECEIVABLES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

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

EMPLOYEE BENEFITS

Short-term employee benefits

Provision is made for the Shire of Donnybrook Balingup's obligations for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire of Donnybrook Balingup's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. The Shire of Donnybrook Balingup's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

LAND HELD FOR RESALE

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

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

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

CONTRACT LIABILITIES

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

SHIRE OF DONNYBROOK BALINGUP
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

3. RECONCILIATION OF CASH

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

Note	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
Cash at bank and on hand	11,891,003	16,622,802	5,698,529
	11,891,003	16,622,802	5,698,529
- Unrestricted cash and cash equivalents	257,780	1,533,744	2,595,181
- Restricted cash and cash equivalents	11,633,223	15,089,058	3,103,348
	11,891,003	16,622,802	5,698,529

The following restrictions have been imposed by regulation or other externally imposed requirements on cash and cash equivalents:

Waste Management Reserve	1,410,974	1,535,974	1,461,854
Bushfire Control & Management Reserve	2,282	2,282	2,282
Aged Care Reserve	1,144,953	1,187,133	726,023
Employee Entitlements Reserve	185,381	192,881	216,977
Arbuthnott Memorial Scholarship Reserve	3,285	3,585	3,285
Strategic Planning Studies Reserve	40,051	40,051	40,051
Land Development Reserve Fund	450,271	450,271	(163,166)
Vehicle Reserve	376,690	402,000	130,359
Roadworks Reserve	435,434	435,434	745,197
Revaluation Reserve	10,700	10,700	40,950
Central Business District Reserve	3,054	3,054	3,054
Buildings Reserve	247,216	758,523	65,214
Building Maintenance Reserve	0	0	232,298
Apple Funpark Reserve	99,521	99,521	81,506
Information Technology Reserve	99,523	107,523	54,698
27 Pay Period	0	0	10,000
Unspent Grants Reserve	0	0	(467,870)
Park and Reserves Reserve	153,744	153,744	150,000
Carried Forward Project Reserve	938,940	1,139,556	(229,364)
COVID 19 Reserve	102,532	102,532	0
Bonds and deposits	5,739,577	5,739,577	
Unspent grants, subsidies and contributions	189,095	2,724,717	
	11,633,223	15,089,058	3,103,348

Reconciliation of net cash provided by operating activities to net result

Net result		3,269,459	(2,341,865)	4,993,930
Depreciation	5	5,494,234	5,016,739	5,960,334
(Profit)/loss on sale of asset	4(b)	22,601	(16,385)	8,859
(Increase)/decrease in receivables		(150,000)	129,857	0
(Increase)/decrease in contract assets		298,642	(413,642)	0
(Increase)/decrease in inventories		0	83,985	80,000
(Increase)/decrease in other assets		(35,000)	(13,935)	0
Increase/(decrease) in payables		(352,482)	138,228	0
Increase/(decrease) in contract liabilities		(2,535,622)	2,724,717	0
Increase/(decrease) in employee provisions		0	186,061	0
Non-operating grants, subsidies and contributions		(9,293,045)	(4,128,309)	(9,910,124)
Net cash from operating activities		(3,281,213)	1,365,451	1,132,999

SIGNIFICANT ACCOUNTING POLICES

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities in Note 2 - Net Current Assets.

FINANCIAL ASSETS AT AMORTISED COST

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

SHIRE OF DONNYBROOK BALINGUP
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

4. FIXED ASSETS

(a) Acquisition of Assets

The following assets are budgeted to be acquired during the year.

Asset class	Reporting program							2020/21 Budget total	2019/20 Actual total	2019/20 Budget total
	Governance	Law, order, public safety	Education and welfare	Community amenities	Recreation and culture	Transport	Economic services			
	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<i>Property, Plant and Equipment</i>										
Land - freehold land							0		250,000	
Buildings - non-specialised	94,500		452,636				547,136		3,137,692	
Buildings - specialised		71,241	96,186	170,000	2,059,201		2,396,628	1,197,906	4,914,790	
Furniture and equipment	38,000						38,000		111,429	
Plant and equipment	31,220			31,220	5,800	269,316	34,000	371,556	682,535	1,187,616
	163,720	71,241	548,822	201,220	2,065,001	269,316	34,000	3,353,320	1,880,441	9,601,527
<i>Infrastructure</i>										
Infrastructure - roads						2,547,418		2,547,418	1,670,267	1,680,000
Infrastructure - other				140,000	1,978,088		120,000	2,238,088	338,891	3,691,044
Infrastructure - footpaths					80,000	225,000		305,000		184,000
infrastructure - bridges					135,000	2,502,000		2,637,000		30,000
	0	0	0	140,000	2,193,088	5,274,418	120,000	7,727,506	2,009,158	5,585,044
Total acquisitions	163,720	71,241	548,822	341,220	4,258,089	5,543,734	154,000	11,080,826	3,889,599	15,186,571

SIGNIFICANT ACCOUNTING POLICIES

RECOGNITION OF ASSETS

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

SHIRE OF DONNYBROOK BALINGUP
 NOTES TO AND FORMING PART OF THE BUDGET
 FOR THE YEAR ENDED 30 JUNE 2021

4. FIXED ASSETS

(b) Disposals of Assets

The following assets are budgeted to be disposed of during the year.

	2020/21 Budget Net Book Value	2020/21 Budget Sale Proceeds	2020/21 Budget Profit	2020/21 Budget Loss	2019/20 Actual Net Book Value	2019/20 Actual Sale Proceeds	2019/20 Actual Profit	2019/20 Actual Loss	2019/20 Budget Net Book Value	2019/20 Budget Sale Proceeds	2019/20 Budget Profit	2019/20 Budget Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
By Program												
Community amenities	32,184	37,795	5,611	0		0	0		0	0	0	0
Transport	101,939	80,619	3,636	(24,956)	246,001	216,454	9,203	(38,750)	283,056	280,960	78,367	(80,463)
Economic services	19,514	12,000	0	(7,514)	82,250	128,182	45,932	0	40,594	33,831	5,693	(12,456)
Other property and services	37,173	37,795	622	0		0	0		0	0	0	0
	190,810	168,209	9,869	(32,470)	328,251	344,636	55,135	(38,750)	323,650	314,791	84,060	(92,919)
By Class												
<i>Property, Plant and Equipment</i>												
Land - freehold land		0			66,018	109,091	43,073			0		
Plant and equipment	190,810	168,209	3,636	(24,956)	262,233	235,545	12,062	(38,750)	323,650	314,791	84,060	(92,919)
	190,810	168,209	3,636	(24,956)	328,251	344,636	55,135	(38,750)	323,650	314,791	84,060	(92,919)

SIGNIFICANT ACCOUNTING POLICIES

GAINS AND LOSSES ON DISPOSAL

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

5. ASSET DEPRECIATION

By Program

Governance
Law, order, public safety
Health
Education and welfare
Community amenities
Recreation and culture
Transport
Economic services
Other property and services

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
	66,927	61,349	86,407
	431,837	395,852	436,043
	43,112	39,519	45,000
	337,273	309,167	365,762
	66,837	61,268	79,100
	970,720	889,826	1,055,558
	3,248,017	2,977,349	3,461,964
	31,241	28,637	36,482
	298,000	253,772	394,018
	5,493,964	5,016,739	5,960,334
	1,150,642	1,054,755	1,180,146
	9,910	9,084	0
	726,413	646,484	828,486
	1,981,024	1,815,939	3,951,702
	395,181	362,249	0
	316,589	290,207	0
	55,472	50,849	0
	858,733	787,172	0
	5,493,964	5,016,739	5,960,334

By Class

Buildings - specialised
Furniture and equipment
Plant and equipment
Infrastructure - roads
Infrastructure - other
Infrastructure - drainage
Infrastructure - footpaths
infrastructure - bridges

SIGNIFICANT ACCOUNTING POLICIES

DEPRECIATION

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

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

Buildings - specialised	50 to 80 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Infrastructure - roads	
Infrastructure - other	20 years
Infrastructure - drainage	80 years
Infrastructure - footpaths	30 to 75 years
infrastructure - bridges	10 to 60 Years

AMORTISATION

The depreciable amount of all intangible assets with a finite useful life, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held for use.

The assets residual value of intangible assets is considered to be zero and useful live and amortisation method are reviewed at the end of each financial year.

Amortisation is included within Depreciation on non-current assets in the Statement of Comprehensive Income.

SHIRE OF DONNYBROOK BALINGUP
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

6. INFORMATION ON BORROWINGS

(a) Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Loan Number	Institution	Interest Rate	Budget Principal 1 July 2020	2020/21	2020/21	Budget	2020/21	Actual Principal 1 July 2019	2019/20	2019/20	Actual	2019/20	Budget Principal 1 July 2019	2019/20	2019/20	Budget	2019/20	
					Budget New Loans	Budget Principal Repayments	Principal outstanding 30 June 2021	Budget Interest Repayments		Actual New Loans	Actual Principal Repayments	Principal outstanding 30 June 2020	Actual Interest Repayments		Budget New Loans	Budget Principal Repayments	Principal outstanding 30 June 2020	Budget Interest Repayments	
Governance																			
Administration Centre	New			0			0		0	0	0	0	0	0	154,530		154,530	0	
Health																			
Dental Surgery Extensions	74			65,802		(11,693)	54,109	(3,668)	76,842		(11,040)	65,802	(4,321)	76,842		(11,040)	65,802	4,321	
Education and welfare																			
Tuia Lodge Fire Suppression System		WATC		291,000		(27,083)	263,917	(4,491)		291,000		291,000	0		500,000		500,000	0	
Tuia Lodge RADS Borrowing 2005-06				187,229		0	187,229		187,229			187,229	0				0		
Preston Retirement Village				0			0					0	0		900,000		900,000	0	
Preston Retirement Village - Scheme				4,022,000			4,022,000		4,022,000			4,022,000	0	4,022,000			4,022,000	0	
				0			0					0			620,000		620,000	0	
Recreation and culture																			
Economic services																			
Collins Street	80			(12,513)		(13,370)	(25,883)	(2,667)			(12,513)	(12,513)	(1,885)	55,429		(12,513)	42,916	(3,523)	
				4,553,518	0	(52,146)	4,501,372	(10,826)	4,286,071	291,000	(23,553)	4,553,518	(6,206)	4,154,271	2,174,530	(23,553)	6,305,248	798	
Self Supporting Loans																			
Recreation and culture																			
Donnybrook Country Club	90	0	0	64,136	0	(9,144)	54,992	(1,695)	73,035	0	(8,899)	64,136	(1,940)	73,035	0	(8,660)	64,375	(1,940)	
				64,136	0	(9,144)	54,992	(1,695)	73,035	0	(8,899)	64,136	(1,940)	73,035	0	(8,660)	64,375	(1,940)	
				4,617,654	0	(61,290)	4,556,364	(12,521)	4,359,106	291,000	(32,452)	4,617,654	(8,146)	4,227,306	2,174,530	(32,213)	6,369,623	(1,142)	

All borrowing repayments, other than self supporting loans, will be financed by general purpose revenue.
The self supporting loan(s) repayment will be fully reimbursed.

SHIRE OF DONNYBROOK BALINGUP
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

6. INFORMATION ON BORROWINGS

(b) New borrowings - 2020/21

The Shire does not intend to undertake any new borrowings for the year ended 30 June 2021

(c) Unspent borrowings

Loan Details	Purpose of the loan	Year loan taken	Amount b/fwd.	Amount used 2020/21 Budget	New loans unspent at 30 June 2021	Amount as at 30 June 2021
Loan	Tuia Lodge Fire Suppression System	2020	\$ 41,680	\$ 0	\$ 0	\$ 41,680
			41,680	0	0	41,680

(d) Credit Facilities

	2020/21 Budget	2019/20 Actual	2019/20 Budget
Undrawn borrowing facilities	\$	\$	\$
credit standby arrangements			
Bank overdraft limit	110,000	110,000	110,000
Bank overdraft at balance date	0		
Credit card limit	9,000	9,000	9,000
Credit card balance at balance date	0		
Total amount of credit unused	119,000	119,000	119,000
Loan facilities			
Loan facilities in use at balance date	4,556,364	4,617,654	6,369,623
Unused loan facilities at balance date	41,680	41,680	0

SIGNIFICANT ACCOUNTING POLICIES

BORROWING COSTS

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

SHIRE OF DONNYBROOK BALINGUP
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

7. LEASE LIABILITIES

Purpose	Lease Number	Institution	Lease Interest Rate	Lease Term	Budget Lease	2020/21 Budget	2020/21 Budget Lease	Budget Lease	2020/21 Budget Lease	Actual Principal 1 July 2019	2019/20 Actual	2019/20 Actual Lease	Actual Lease	2019/20 Actual Lease	Budget Principal 1 July 2019	2019/20 Budget	2019/20 Budget Lease	Budget Lease	2019/20 Budget Lease	
					Principal 1 July 2020	New Leases	Repayments	Principal outstanding 30 June 2021	Repayments		Principal New Leases	repayments	Principal outstanding 30 June 2020	repayments		Principal New Leases	repayments	Principal outstanding 30 June 2020	repayments	
					\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance																				
IT Equipment - Laptops	009-0147653-003			48 months	26,533		(6,605)	19,928	(456)		27,077	(544)	26,533	(45)						0
Printer/Copier - Works	E6N0159975			33 months	2,132		(1,208)	924	(34)	3,314	(1,182)	2,132	(60)							0
IT Equipment - Desktops	E6N0159771			6 months	0		0	0	(184)	3,556	(3,556)	0	(21)							0
Printer/Copier - Xerox	66,380,732			3 months	0		0	0	0	812	(812)	0	(3)							0
IT Equipment - Desktops	E6N0162342			30 months	11,381		(5,632)	5,749		16,897	(5,516)	11,381	(299)							0
IT Equipment - Scanner	E6N0160847			30 months	2,064		(1,368)	696	(30)	3,404	(1,340)	2,064	(58)							0
IT Equipment - Switches	E6N0159185			9 months	0		0	0		6,381	(6,381)	0	(56)							0
IT Equipment - Laptops	E6N0159930			9 months	0		0	0		1,319	(1,319)	0	(11)							0
IT Equipment - Network Switches	New				0	32,069	(5,272)	26,797	(1,430)			0								0
Printer/Copier - Main Office	New				0	9,975	(1,995)	7,980	(549)			0								0
Printer/Copier - Dev Services	New				0	3,533	(707)	2,826	(193)			0								0
Law, order, public safety																				
CESM Vehicle	9188385			25 months	16,848		(12,669)	4,179	(111)	33,350.00	(16,502.00)	16,848	(537.00)							0
Education and welfare																				
IT Equipment - Laptops	009-0147653-003			48 months	7,144		(1,778)	5,366	(123)		7,290	(146)	7,144	(12)						0
Printer/Copier - Aeos	E6N0162061			15 months	741		(742)	(1)	(3)	3,670	(2,929)	741	(46)							0
Recreation and culture																				
Gym Equipment - Cardio	E6N0162250			30 months	14,929		(9,901)	5,028	(217)	24,627	(9,698)	14,929	(420)							0
Gym Equipment - Spin Bikes	E6N0162200			30 months	6,289		(4,171)	2,118	(91)	10,374	(4,085)	6,289	(177)							0
Gym Equipment - Bikes	E6N0159802			18 months	1,142		(573)	569	(2)	3,391	(2,249)	1,142	(49)							0
IT Equipment - Desktops	E6N0160846			18 months	1,249		(1,250)	(1)	(7)	3,708	(2,459)	1,249	(54)							0
					90,452	45,577	(53,871)	82,158	(3,430)	114,803	34,367	(58,718)	90,452	(1,848)	0	0	0	0	0	0

SIGNIFICANT ACCOUNTING POLICIES

LEASES

At the inception of a contract, the Shire assesses whether the contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and a lease liability, at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

SHIRE OF DONNYBROOK BALINGUP
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

8. CASH BACKED RESERVES

(a) Cash Backed Reserves - Movement

	2020/21 Budget Opening Balance	2020/21 Budget Transfer to	2020/21 Budget Transfer (from)	2020/21 Budget Closing Balance	2019/20 Actual Opening Balance	2019/20 Net Transfers	2019/20 Actual Transfer to	2019/20 Actual Transfer (from)	2019/20 Actual Closing Balance	2019/20 Budget Opening Balance	2019/20 Budget Transfer to	2019/20 Budget Transfer (from)	2019/20 Budget Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
(a) Waste Management Reserve	1,535,974	0	(125,000)	1,410,974	1,469,228		66,746	0	1,535,974	1,430,705	31,149	0	1,461,854
(b) Bushfire Control & Management Reserve	2,282	0	0	2,282	2,282		0	0	2,282	2,282	0	0	2,282
(c) Aged Care Reserve	1,187,133	0	(42,180)	1,144,953	1,155,955		57,187	(26,009)	1,187,133	916,559	0	(190,536)	726,023
(d) Employee Entitlements Reserve	192,881	0	(7,500)	185,381	218,912	(8,000)	13,043	(31,074)	192,881	233,227	0	(16,250)	216,977
(e) Arbutnott Memorial Scholarship Reserve	3,585	0	(300)	3,285	3,885		0	(300)	3,585	3,485	0	(200)	3,285
(f) Strategic Planning Studies Reserve	40,051	0	0	40,051	40,051		0	0	40,051	40,051	0	0	40,051
(g) Land Development Reserve Fund	450,271	0	0	450,271	250,000		200,271	0	450,271	6,834	80,000	(250,000)	(163,166)
(h) Vehicle Reserve	402,000	212,000	(237,310)	376,690	511,275		320,000	(429,275)	402,000	321,634	320,000	(511,275)	130,359
(i) Roadworks Reserve	435,434	0	0	435,434	435,434		0	0	435,434	1,046,166	0	(300,969)	745,197
(j) Revaluation Reserve	10,700	0	0	10,700	950	(30,250)	40,000	0	10,700	950	40,000	0	40,950
(k) Central Business District Reserve	3,054	0	0	3,054	3,054		0	0	3,054	3,054	0	0	3,054
(l) Buildings Reserve	758,523	0	(511,307)	247,216	901,153	(81,148)	270,000	(331,482)	758,523	454,446	270,000	(659,232)	65,214
(m) Building Maintenance Reserve	0	0	0	0	0		0	0	0	232,298	0	0	232,298
(n) Apple Funpark Reserve	99,521	0	0	99,521	99,521		0	0	99,521	81,506	0	0	81,506
(o) Information Technology Reserve	107,523	0	(8,000)	99,523	119,523	(12,000)	0	0	107,523	84,698	0	(30,000)	54,698
(p) 27 Pay Period	0	0	0	0	0		0	0	0	0	10,000	0	10,000
(q) Unspent Grants Reserve	0	0	0	0	1,826,939		10,936	(1,837,875)	0	0	0	(467,870)	(467,870)
(r) Contribution To Works Reserve	0	0	0	0	328,641	(19,516)	0	(309,125)	0	0	0	0	0
(s) Park and Reserves Reserve	153,744	0	0	153,744	53,271	(49,527)	150,000	0	153,744	0	150,000	0	150,000
(t) Carried Forward Project Reserve	1,139,556	0	(200,616)	938,940	1,621,370	15,441	83,860	(581,115)	1,139,556	0	0	(229,364)	(229,364)
(u) COVID 19 Reserve	102,532	0	0	102,532	0	185,000	0	(82,468)	102,532	0	0	0	0
	6,624,764	212,000	(1,132,213)	5,704,551	9,041,444	0	1,212,043	(3,628,723)	6,624,764	4,857,895	901,149	(2,655,696)	3,103,348

8. CASH BACKED RESERVES (CONTINUED)

(b) Cash Backed Reserves - Purposes

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve name	Anticipated date of use	Purpose of the reserve
(a) Waste Management Reserve	Ongoing	To receive funds collected from the Shire's Waste Management levy for the purpose of providing waste management facilities.
(b) Bushfire Control & Management Reserve	Ongoing	To receive funds collected from the Shire's Fire Protection Levy for the purpose of providing fire fighting equipment to meet the needs of the district.
(c) Aged Care Reserve	Ongoing	Established to manage funds from aged housing schemes for the upgrade of Council managed aged housing facilities.
(d) Employee Entitlements Reserve	Ongoing	Established to provide funds for the payment of long service leave and grandfathered gratuity scheme entitlements.
(e) Arbutnott Memorial Scholarship Reserve	Ongoing	To fund the payment of the Arbutnott Scholarship.
(f) Strategic Planning Studies Reserve	Ongoing	Established to accumulate funds for engaging strategic studies / reports.
(g) Land Development Reserve Fund	Ongoing	To fund the purchase of land for future community purposes.
(h) Vehicle Reserve	Ongoing	To accumulate funds for the acquisition and replacement of Council's vehicle fleet.
(i) Roadworks Reserve	Ongoing	Established to accumulate funds for the construction, renewal and major maintenance of road infrastructure.
(j) Revaluation Reserve	Ongoing	Established to accumulate funds for asset revaluations and rates gross rental valuation - General revaluation.
(k) Central Business District Reserve	Ongoing	To fund future Central Business District projects.
(l) Buildings Reserve	Ongoing	To accumulate funds for the construction, renewal and major maintenance of Council buildings.
(m) Building Maintenance Reserve	Closed	To provide for future Building maintenance in accordance with Council's Asset Management
(n) Apple Funpark Reserve	Ongoing	To receive donations and to provide for the future capital upgrade and maintenance of equipment and facilities at the Apple Funpark in Collins Street, Do
(o) Information Technology Reserve	Ongoing	To accumulate funds for the acquisition and replacement of information technology equipment and software.
(p) 27 Pay Period	Closed	To provide funds for the additional cash outlay in each eleventh year when 27 pay fortnights occur instead of the normal 26
(q) Unspent Grants Reserve	Ongoing	To hold unexpended grants to be utilised in future financial periods.
(r) Contribution To Works Reserve	Closed	To hold contributions for future works.
(s) Park and Reserves Reserve	Ongoing	Established to accumulate funds for the construction, renewal and major maintenance of parks & reserves infrastructure.
(t) Carried Forward Project Reserve	Ongoing	Established to accumulate funds from projects carried into future financial years.
(u) COVID 19 Reserve	Ongoing	To fund initiatives and activities associated with the Shire's response and recovery from the COVID-19 pandemic

9. FEES & CHARGES REVENUE

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
Governance	400	99	0
General purpose funding	49,800	51,478	48,580
Law, order, public safety	48,400	48,389	38,996
Health	149,873	147,407	149,868
Education and welfare	1,394,764	1,364,294	1,277,007
Community amenities	1,133,836	1,127,494	1,204,699
Recreation and culture	225,486	167,856	214,986
Transport	500	1,338	5,500
Economic services	151,315	127,912	121,791
Other property and services	100	0	0
	3,154,474	3,036,267	3,061,427

10. GRANT REVENUE

	Unspent grants, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability	Increase	Liability	Total	Current	2020/21	2019/20	2019/20
	1 July 2020	in Liability	Reduction (As revenue)	Liability 30 June 2021	Liability 30 June 2021	Budget	Actual	Budget
By Program:	\$	\$	\$	\$	\$	\$	\$	\$
(a) Operating grants, subsidies and contributions								
Governance				0		63,062		25,089
General purpose funding				0		1,070,209		2,026,558
Law, order, public safety	60,421		(60,421)	0	0	534,382		548,684
Health				0		23,140		2,400
Education and welfare	504,469		(504,469)	0	0	2,585,758		2,504,978
Community amenities				0		1,100		2,000
Recreation and culture				0		36,043		111,726
Transport				0		197,810		0
Economic services				0		329,466		15,280
Other property and services				0		110,600		119,092
	564,890	0	(564,890)	0	0	4,951,570	0	5,355,807
(b) Non-operating grants, subsidies and contributions								
Law, order, public safety				0		62,241	535,099	987,536
Education and welfare				0		0	0	4,175,000
Community amenities				0		170,000	8,488	1,500,000
Recreation and culture	1,954,700		(1,954,700)	0		4,030,671	29,448	1,985,448
Transport	205,127		(16,032)	189,095	189,095	4,611,491	1,244,199	1,262,140
Economic services				0		120,000	0	0
	2,159,827	0	(1,970,732)	189,095	189,095	8,994,403	1,817,234	9,910,124
Total	2,724,717	0	(2,535,622)	189,095	189,095	13,945,973	1,817,234	15,265,931

(c) Unspent grants, subsidies and contributions were restricted as follows:

	Budget Closing Balance 30 June 2021	Actual Balance 30 June 2020
Contract Liability - Contribution to Works	189,095	205,127
Contract liability - Bridge Street project	0	504,469
Contract Liability - Town centre revitalisation project	0	1,954,700
Contract Liability - Contribution to future Emergency Services	0	60,421
	189,095	2,724,717

SHIRE OF DONNYBROOK BALINGUP
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

11. REVENUE RECOGNITION

SIGNIFICANT ACCOUNTING POLICIES

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Specified area rates	Rates charge for specific defined purpose	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Service charges	Charge for specific service	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants with no contract commitments	General appropriations and contributions with no reciprocal commitment	No obligations	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	No refunds	On payment and issue of the licence, registration or approval
Pool inspections	Compliance safety check	Single point in time	Equal proportion based on an equal annually fee	None	Set by State legislation	Apportioned equally across the inspection cycle	No refunds	After inspection complete based on a 4 year cycle
Other inspections	Regulatory Food, Health and Safety	Single point in time	Full payment prior to inspection	None	Set by State legislation or limited by legislation to the cost of provision	Applied fully on timing of inspection	Not applicable	Revenue recognised after inspection event occurs
Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Adopted by council annually	Apportioned equally across the collection period	Not applicable	Output method based on regular weekly and fortnightly period as proportionate to collection service
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	Adopted by council annually	Based on timing of entry to facility	Not applicable	On entry to facility
Airport landing charges	Permission to use facilities and runway	Single point in time	Monthly in arrears	None	Adopted by council annually	Applied fully on timing of landing/take-off	Not applicable	On landing/departure event
Property hire and entry	Use of halls and facilities	Single point in time	In full in advance	Refund if event cancelled within 7 days	Adopted by council annually	Based on timing of entry to facility	Returns limited to repayment of transaction price	On entry or at conclusion of hire
Memberships	Gym and pool membership	Over time	Payment in full in advance	Refund for unused portion on application	Adopted by council annually	Apportioned equally across the access period	Returns limited to repayment of transaction price	Output method Over 12 months matched to access right
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works
Sale of stock	Aviation fuel, kiosk and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Adopted by council annually, set by mutual agreement	Applied fully based on timing of provision	Returns limited to repayment of transaction price	Output method based on goods
Commissions	Commissions on licencing and ticket sales	Over time	Payment in full on sale	None	Set by mutual agreement with the customer	On receipt of funds	Not applicable	When assets are controlled
Reimbursements	Insurance claims	Single point in time	Payment in arrears for claimable event	None	Set by mutual agreement with the customer	When claim is agreed	Not applicable	When claim is agreed

12. OTHER INFORMATION

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
The net result includes as revenues			
(a) Interest earnings			
Investments			
- Reserve funds	65,000	69,496	80,000
- Other funds	30,000	29,819	55,000
Other interest revenue (refer note 1b)	54,000	72,078	65,500
	149,000	171,393	200,500
(b) Other revenue			
Reimbursements and recoveries	1,650	283,723	184,019
	1,650	283,723	184,019
The net result includes as expenses			
(c) Auditors remuneration			
Audit services	26,600	23,175	0
Other audit services by external auditor	1,000	950	0
Other audit services - non external auditor	3,000	3,250	0
	30,600	27,375	0
(d) Interest expenses (finance costs)			
Borrowings (refer Note 6(a))	12,521	8,146	1,142
Interest expense on lease liabilities	3,430	1,848	0
	15,951	9,994	1,142
(e) Elected members remuneration			
Meeting fees	90,966	90,246	90,966
Mayor/President's allowance	10,008	10,008	10,008
Deputy Mayor/President's allowance	2,502	2,502	2,502
Travelling expenses	8,850	6,596	12,000
Telecommunications allowance	16,302	11,518	15,102
Uniform Allowance	900	289	900
	129,528	121,159	131,478
(f) Write offs			
General rate	1,000	6,513	8,579
Fees and charges	0	512	0
	1,000	7,025	8,579

13. INTERESTS IN JOINT ARRANGEMENTS

The Shire of Donnybrook / Balingup is involved with the Education Department of Western Australia and Homeswest in the following Joint Venture Projects.

(a) Council has a 50% Equity in the Donnybrook Resource Centre situated on Education Department Land (Reserve 24032) in Bentley Street, Donnybrook. Operational and maintenance costs of the Centre are apportioned between Council and the Education Department based on estimated usage patterns.

(b) Arrangements with Homeswest relate to four Well Aged housing complexes located on South Western Highway, Donnybrook. Council is required to recognise any trading surplus from the operation of these units as Restricted Assets and is further required to maintain a Contingency Reserve future major maintenance.

Minninup Cottages, Units 5-8 (lot 486) built in 1982/83, Council Equity - 34.48%, Homeswest Equity - 65.52%
 Minnip Cottages, Units 9-12 (lot 479) built in 1992/93, Council Equity - 15.2%, Homeswest Equity - 84.8%
 Langley Villas, Units 1-6 (lot 100) built in 1994/95, Council Equity - 20.8%, Homeswest Equity - 79.2%
 Langley Villas, Units 7-9 (lot 100) built in 2001/2002, Council Equity - 35.98%, Homeswest Equity - 64.02%

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
Non-current assets			
Land and Building	2,350,169	2,205,533	
Less: accumulated depreciation	(169,800)	(125,689)	
	2,180,369	2,079,844	0

SIGNIFICANT ACCOUNTING POLICIES

INTERESTS IN JOINT ARRANGEMENTS

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

Separate joint venture entities providing joint venturers with an interest to net assets are classified as a joint venture and accounted for using the equity method.

Joint venture operations represent arrangements whereby joint operators maintain direct interests in each asset and exposure to each liability of the arrangement. The Shire of Donnybrook Balingup's interests in the assets liabilities revenue and expenses of joint operations are included in the respective line items of the financial statements.

14. TRUST FUNDS

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

Detail	Balance 30 June 2020	Estimated amounts received	Estimated amounts paid	Estimated balance 30 June 2021
	\$	\$	\$	\$
Public Open Space Contributions	133,795	0	0	133,795
	133,795	0	0	133,795

15. SIGNIFICANT ACCOUNTING POLICIES - OTHER INFORMATION

GOODS AND SERVICES TAX (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a budget in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

COMPARATIVE FIGURES

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

BUDGET COMPARATIVE FIGURES

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

APPENDICES

Assessment	A2491
Address	3853 Donnybrook-Boyup Brook Road, Noggerup
Lot	Lot 4522

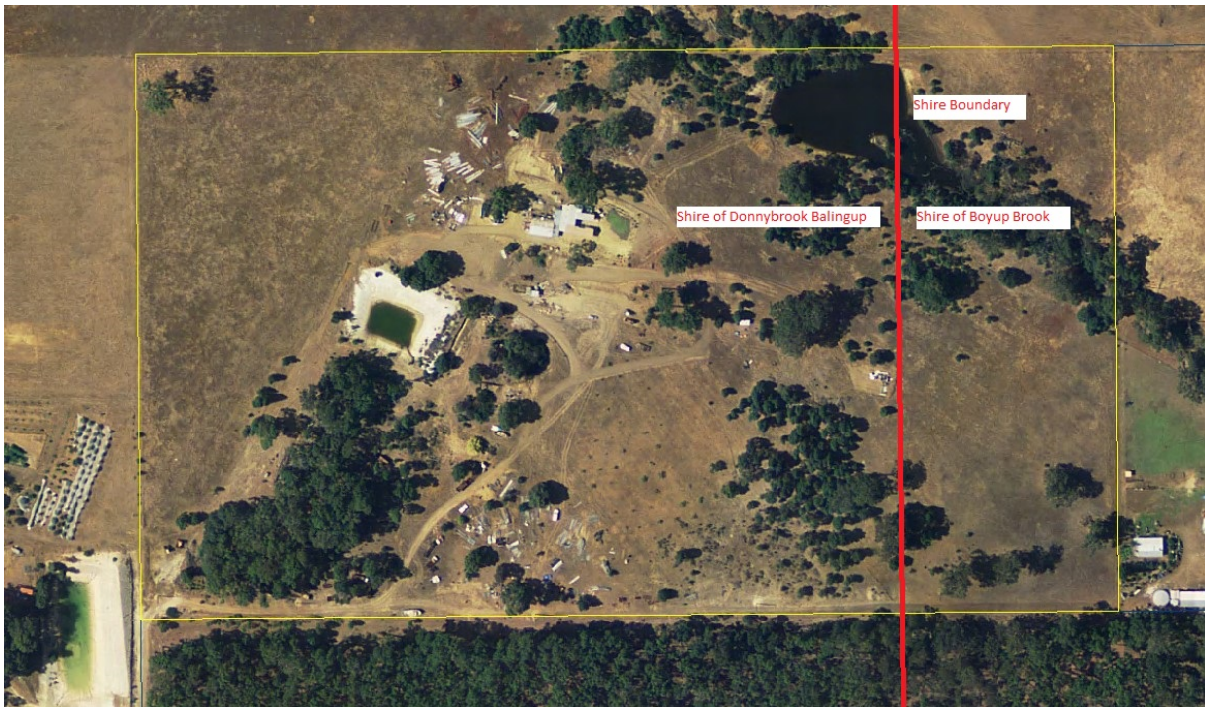
According to Landgate (the Valuer General) the land area of the assessment is divided per the following;

	Shire of Donnybrook Balingup	Shire of Boyup Brook	Total
Land Area (ha)	8.1ha	5.6ha	13.7ha
Land Area (%)	59%	41%	100%
Valuation 2019/20	\$62,500	\$46,500	\$109,000

The Shire boundary runs along a North/South alignment though Lot 4522.

This property is dissected by the boundaries of the Shire of Donnybrook Balingup and the Shire of Boyup Brook.

The Assessment was rated on the Minimum Rate for 2019/20.



	PRIOR YEARS CONCESSION APPROVED BY COUNCIL														
	2013/14		2014/15		2015/16		2016/17		2017/18		2018/19		2019/20		
	Rates	WML	Rates	WML	Rates	WML	Rates	WML	Rates	WML	Rates	WML	Rates	WML	
A2491	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	0%	0%	41%	100%

APPENDICES

Assessment	A4390
Address	Lot 11859 Walker Road, Wilga West
Lot	Lot 11859

According to Landgate (the Valuer General) the land area of the assessment is divided per the following;

	Shire of Donnybrook Balingup	Shire of Boyup Brook	Total
Land Area (ha)	30.8ha	34.4ha	65.2ha
Land Area (%)	47%	53%	100%
Valuation 2019/20	\$58,500	\$76,000	\$134,500

The Shire boundary runs along a North/South alignment though Lot 11859.

This property is dissected by the boundaries of the Shire of Donnybrook Balingup and the Shire of Boyup Brook.

The Assessment was rated on the Minimum Rate for 2019/20.



PRIOR YEARS CONCESSION APPROVED BY COUNCIL														
	2013/14		2014/15		2015/16		2016/17		2017/18		2018/19		2019/20	
	Rates	WML	Rates	WML	Rates	WML	Rates	WML	Rates	WML	Rates	WML	Rates	WML
A4390	50%	100%	50%	100%	50%	100%	50%	100%	50%	100%	0%	100%	53%	100%



FUNDING APPLICATION GUIDELINES

FOR FINANCIAL YEAR 2020 – 2021

Community Grant Funding Scheme - Overview

The Shire of Donnybrook Balingup Community Funding Scheme aims to build sustainable local communities, enhance the social wellbeing and development of the Shire of Donnybrook Balingup community.

The Shire welcomes submissions from individuals, community groups, not-for-profit and commercial organisations that are seeking support for projects, activities and events that address identified community needs. In doing this, the Shire will work with you/your group to help build a sustainable community and improve the quality of life for people in our Shire. Applicants are expected to provide as much contribution as possible to their projects, activities and events.

Eligibility

To be eligible for funding, applicants must satisfy the eligibility criteria set out in the relevant Funding Category Guidelines, and must:

- Offer a project or activity within the Shire of Donnybrook Balingup's local government boundary, or if the applicant is an individual, they must be a resident of the Shire,
- Have completed and acquitted any project, activity or event for which Shire of Donnybrook Balingup funding was previously received,
- Have no outstanding debts to the Shire of Donnybrook Balingup,
- Undertake the project, activity or event for the benefit of the wider community; and
- Submit an application in accordance with the requirements outlined in the relevant Funding Category Guidelines on the prescribed Application Form.

Applicants are eligible for a maximum of one grant per Funding Category per financial year, however it should be noted that the Shire has a limited budget and will endeavour to distribute funds equitably throughout the community.

Ineligibility

The Shire of Donnybrook Balingup Community Funding Scheme does not provide funding for:

- Projects that duplicate existing Shire of Donnybrook Balingup services and programs,
- Activities that are already covered by existing service agreements with the Shire of Donnybrook Balingup,
- Projects with a primarily political or religious purpose only,
- Retrospective costs.

Community Grant Funding Scheme - Overview

Applications will be assessed according to the following priorities of the Shire of Donnybrook Balingup Community Funding Scheme:

Build Capacity, Partnerships and Leverage Resources

- Increase the human and organisational capacity of recipients or the community,
- Maximise in-kind, cash donations and volunteer time from community, business and / or other funding bodies,
- Facilitate ways in which recipients can give back to the community,
- Encourage community participation and capacity building; and
- Demonstrate an effect that will have an impact beyond the funding period.

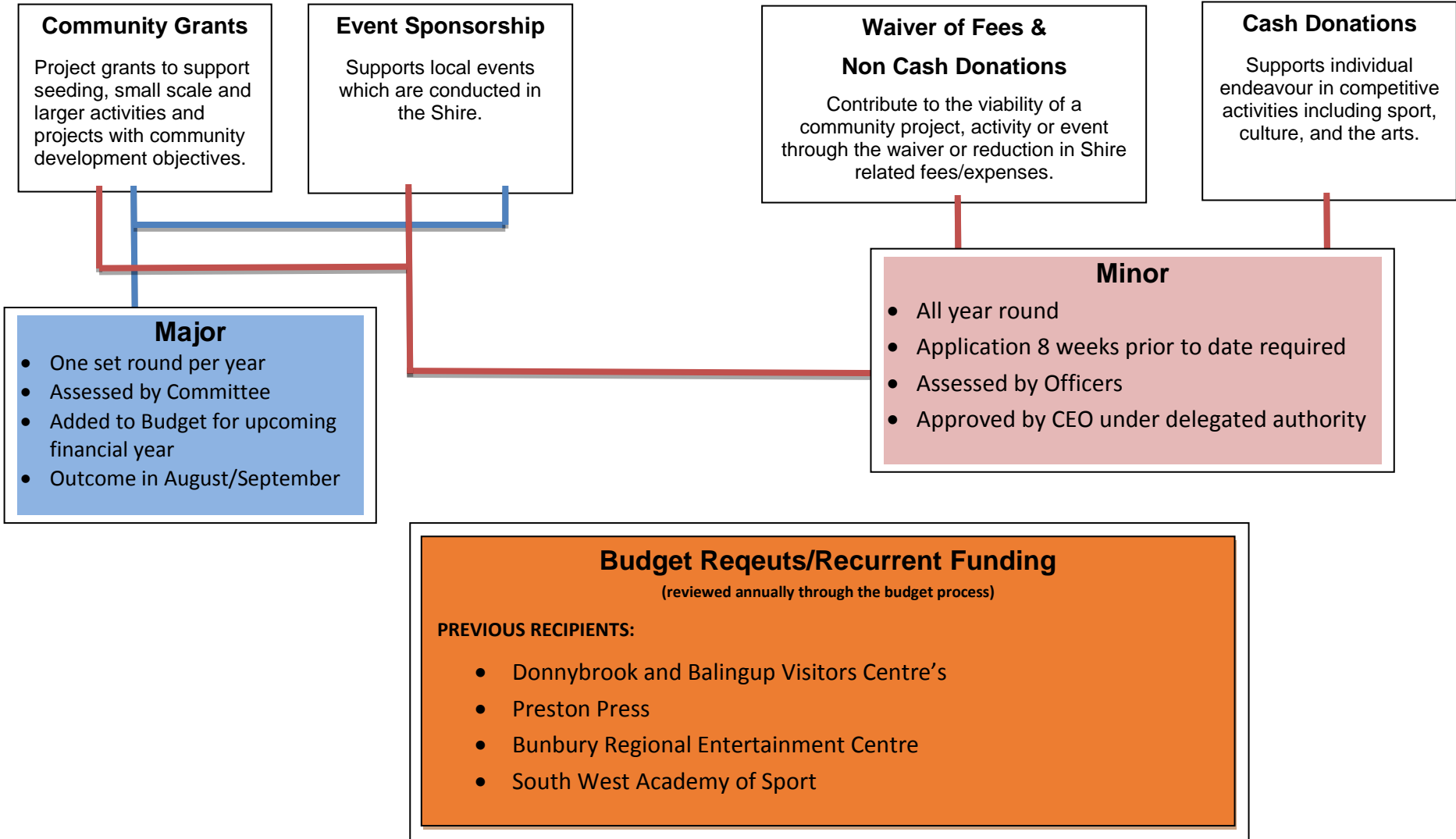
Demonstrate Accountability for the Expenditure of Public Funds

- Adopt a risk-management based approach,
- Clearly defined aims, objectives and outcomes that are measurable,
- Be well-planned and achievable within clear and detailed timelines,
- Provide evidence to establish that funds and in-kind support provided by the Shire of Donnybrook Balingup will be used for their intended purpose; and
- Seek to maximise value for money.

Recognise the Shire of Donnybrook Balingup's Contribution

- Enhance the image of the Shire of Donnybrook Balingup.

Community Grant Funding Scheme - Overview



How to apply for Funding

Major Community Grant & Major Event Sponsorship

We aim to make the application process as simple as possible but if you have any questions please make sure you contact the Community Development Office on 9780 4200.

Step 1

Read the Grant Funding Scheme Guidelines outlined in this Information Kit to ensure your project, activity or event is eligible for funding. If you have any queries please make sure you contact the Community Development Office on ph: 9780 4200 or email communitydevelopment@donnybrook.wa.gov.au.

Step 2

Select the most appropriate Grant Funding category for your project, activity or event.

Step 3

Major Community Grant Funding and Major Event Sponsorship Funding is available through an annual, competitive application process. Complete the Application Form and lodge with the Shire before 4.30pm Wednesday 22nd April 2020.

Step 4

Major Community Grant Funding and Major Event Sponsorship Funding applications are assessed in early May each year by the assessment Committee. The Committee's recommendations are considered by Council as part of the annual budget process which concludes with the adoption of the Shire's annual budget in August/September each year.

Step 5

Upon adoption of the Shire's annual budget (usually August/September), Major Community Grants and Major Event Sponsorship applicants are notified of the outcome via letter. If successful, you will be provided with details of how you can access the funds.

Step 6

You deliver your project, activity or event!

Step 7

Complete an Acquittal Form within 12 weeks of the completion date or by 30th June (whichever comes first) and return to the Shire.

How to apply for Funding

Minor Grant, Minor Event Sponsorship, Requests for Waiver of Fees and Non Cash Donations.

Step 1

Read the Grant Funding Scheme Guidelines outlined in this Information Kit to ensure your project, activity or event is eligible for funding. If you have any queries please make sure you contact the Community Development Officer on ph: 9780 4200 or email communitydevelopment@donnybrook.wa.gov.au.

Step 2

Select the most appropriate Grant Funding category for your project, activity or event.

Step 3

Funding requests for Minor Community Grants, Minor Event Sponsorship, requests for Waiver of Fees, Cash and Non Cash Donations are all available year round.

Complete the Application Form and lodge with the Shire.

Step 4

Funding requests for Minor Community Grants, Minor Event Sponsorship, requests for Waiver of Fees, Cash and Non Cash Donations are assessed by Shire Officers and approved by the CEO.

Please allow 8 weeks for assessment.

Step 5

Upon completion of this assessment, applicants are notified of the outcome via letter. If successful, you will be provided with details of how you can access the funds.

Step 6

You deliver your project, activity or event!

Step 7

Complete an Acquittal Form within 12 weeks of the completion date or by 30th June (whichever comes first) and return to the Shire.

How to apply for a Budget Request/Recurrent Funding

In the 2019/2020 budget the following organizations received a budget request/recurrent funding from the Shire of Donnybrook Balingup:

- The Donnybrook and Balingup Visitors Centre's
- Preston Press
- Golden Valley Tree Park

Recipients of recurrent funding are required to apply annually no later than 4.30pm Wednesday 22nd April 2020. Recipients are required to complete an Application Form and provide supporting documentation as detailed on the Form. The Shire of Donnybrook Balingup will determine the level of funding available to each organisation on an annual basis.

Step 1

Read the Grant Funding Scheme Guidelines (including details relating to Recurrent Funding) to ensure your project, activity or event is eligible for funding. If you have any queries, please make sure you contact the Community Development Office on ph. 9780 4200 or email communitydevelopment@donnybrook.wa.gov.au.

Step 2

Recipients of recurrent funding are required to apply annually no later than 26th April by submitting an Application Form.

Step 3

Collate supporting documentation as detailed in the Application Form.

Step 4

Recurrent Funding applications are assessed in early May each year by the Committee. The Committee's recommendations are considered by Council as part of the annual budget process which concludes with the adoption of the Shire's annual budget in August/September each year.

Step 5

Upon adoption of the Shire's annual budget (usually August/September), applicants are notified of the outcome via letter. If successful, you will be provided with details of how you can access the funds.

Who can apply?

These grants are available to not-for-profit organisations and community organisations and groups. Unincorporated organisations must be supported by an auspicing organisation (an incorporated organisation willing to act as an 'umbrella' organisation).

When can you apply?

Applications are made once a year as a part of the Shire's annual Community Grant round which usually opens in February each year and closes no later than the end April each year. Applications are assessed against the criteria outlined in these Guidelines by the Shire Community Grants and Awards Committee. The Committees recommendations are submitted to Council for consideration as part of the annual Shire budget process.

What we support

We support various types of projects and activities that improve the wellbeing of the community.

What we look for in your application

- How your project or activity relates to your organisation's purpose,
- Your project's or activities expected benefits,
- A contribution in cash or kind from the applicant,
- Community and stakeholder support for the project,
- Demonstrated strong project planning, management and expertise.

Documents we need

- A completed Application Form,
- Copy of your groups current Certificate of Incorporation OR your group's auspicing bodies current Certificate of Incorporation,,
- Copy of your groups most recent audited financial statement,
- Copy of your group's insurance certificate/s of currency OR your group's auspicing bodies insurance certificate/s of currency,
- Two written quotes for items over \$1,000; a written estimate, advertised price, or one written quote for items under \$1,000 (low value, miscellaneous items can be grouped together to \$500).

Who can apply?

Applicants must be based in the Shire of Donnybrook Balingup, or be conducting the event or activity for the benefit of the Shire of Donnybrook Balingup. This funding is open to not-for-profit and commercial organisations. Unincorporated organisations must be supported by an auspicing organisation (an incorporated organisation willing to act as an 'umbrella' organisation).

When can you apply?

Applications can be made once a year as part of the Shire's annual Community Grant round which opens in March each year and closes no later than the end April each year. Applications are assessed against the criteria outlined in these Guidelines by the Shire Community Grants and Awards Committee's. The Committees recommendations are submitted to Council for consideration as part of the annual Shire budget process.

What we support?

The Shire of Donnybrook Balingup sponsors events that help to celebrate our diverse community.

What we look for in your application?

- Clearly defined event objectives,
- Innovative approach to the carrying out of the event,
- Well-planned and achievable events within a specified timeline,
- Events that encourage community participation and capacity building,
- Events that will have an impact beyond the funding period,
- Events that work in partnership with community or business organisations,
- A contribution in cash or kind from the applicant,
- Free or affordable entry.

Documents we need

- A completed Application Form,
- Copy of the event organisers current Certificate of Incorporation OR your group's auspicing bodies current Certificate of Incorporation,
- Copy of your group's insurance certificate/s of currency OR your group's auspicing bodies insurance certificate/s of currency.
- A copy of the event organisers recent audited financial statement,
- A completed Shire of Donnybrook Balingup Event Fact Finding Form will be required *at least 12 weeks prior to your event.*

Who can apply?

Applicants must be Shire of Donnybrook Balingup residents.

When can I apply?

Applications can be made throughout the year. Applications must be received a minimum of eight (8) weeks prior to the commencement of the project or activity. Applications are assessed by Shire officers against the criteria outlined in these Guidelines.

What we support

Shire of Donnybrook Balingup Cash Donations aim to support individual endeavour in sport, community development, culture, and the arts, where the individual has been selected to represent the State or Country at a, National or International level. There are three levels of Cash Donations, depending on the level of competition:

International	Up to \$200 per applicant per year
National	Up to \$150 per applicant per year

What we look for

- Applicants are required to demonstrate that they will be participating on the basis of their selection through a competitive process,
- Applicants are required to demonstrate that they have sought funding from alternative sources in addition to this application.

Documents we need

- A completed Application Form,
- Proof of selection,
- Details of project or activity from the selectors,
- Summary of projected expenses associated with participating in the project or activity.

Who can apply?

Applicants must be based in the Shire of Donnybrook Balingup, or be conducting the event or activity for the benefit of the Shire of Donnybrook Balingup. This funding is open to individuals, not-for-profit and commercial organisations.

When can I apply?

Applications can be made throughout the year. Applications must be received a minimum of eight (8) weeks prior to the commencement of the project or activity. Applications are assessed by Shire officers against the criteria outlined in these Guidelines

What we support

Shire of Donnybrook Balingup Non-Cash Donations/Waiver of Fees aim to contribute to the viability of community projects and events. Applicants may apply for a maximum of \$500 in any one financial year. Donations may, for example, include a waiver of the cost of Shire venue hire or the provision of Shire rubbish bins at an event.

What we look for in your application

- The Non-Cash Donation/Waiver of Fees will contribute to the viability of the project or event,
- Well-planned and achievable events or activities within clear and detailed timelines,
- Events that encourage community participation and capacity building,
- Events that work in partnership with community or business organisations.

Documents we need

- A completed Application Form along with relevant supporting documentation.

Shire of Donnybrook Balingup Major Events

The Shire values the contribution that major events bring to the region through the significant amount of media coverage they generate, the immediate and long term economic benefit, and promotional opportunities that these events create for the region. The following major events which take place within the Shire annually have been granted special consideration and a waiver of fees associated with the hire of the reserve/oval only.

- Donnybrook Apple Festival, Balingup Small Farm Field Day and Donnybrook Food and Wine Festival.

Budget Request/Recurrent Funding

Who can apply?

- Applicants whose primary purpose is to service the people living with the Shire of Donnybrook Balingup.
- Current recipients of Shire of Donnybrook Balingup Budget Request/Recurrent Funding include:
 - Donnybrook Regional Tourism Association (Donnybrook Visitors Centre - \$30,500 (2019/2020))
 - Balingup and Districts Tourism Association (Balingup Visitors Centre - \$30,500 (2019/2020))
 - Donnybrook Community Resource Centre (Preston Press - \$4,000 (2019/2020))
 - Golden Valley Tree Park - \$4,000 (2019/2020)

When can you apply?

Applications can be made once a year no later than the end of April. Applications are submitted to Council for consideration as part of the annual Shire budget process.

What we support?

The Shire of Donnybrook Balingup supports projects and organisations that help build capacity within the community.

What we look for in your application?

- Clearly defined organisational objectives,
- Clearly defined organisational outcomes which demonstrate the benefits to the Shire of Donnybrook Balingup,
- Organisational outcomes that encourage community participation and capacity building within the Shire of Donnybrook Balingup,
- Organisations that work in partnership with other community or business organisations.

Documents we need

- A completed Application Form,
- Copy of the organisations current Certificate of Incorporation,
- A copy of the organisations most recent audited financial statement
- A copy of the organisations most recent annual report.



SHIRE OF DONNYBROOK BALINGUP RECEIVED 17 APR 2020
Record No: 1AS 74946
File No: FN C08/b
Officer: BEH
X Ref:
Corresps:
Signed Off:

MAJOR FUNDING APPLICATION

FOR FINANCIAL YEAR 2020 – 2021

Maximum \$2,000

Please read the Community Grant guidelines before completing this Application Form

ORGANISATION NAME
Donnybrook Wineries & Producers Inc

PROJECT OR EVENT NAME
Donnybrook Food & Wine Festival

FUNDING TYPE REQUESTED (Select only one)		
<input type="checkbox"/> COMMUNITY GRANT	<input checked="" type="checkbox"/> EVENT SPONSORSHIP	<input type="checkbox"/> BUDGET REQUEST/ RECURRENT FUNDING

THE APPLICATION PROCESS

Applications must be received by 4.30pm on Wednesday 22nd April 2020

All applications will receive a written acknowledgement. Consideration of applications will take place by Council through its budget deliberations process. The outcome will only be announced once Council's Annual Budget has been adopted.

APPLICATION CHECKLIST

Prior to submitting your application, please complete the checklist below to confirm that all requested information has been included. Incomplete applications will be not be considered.

- The application form has been signed by the Chairperson or President of the organisation.
- The application clearly specifies what the funding is to be used for, AND answers have been provided for every question – please attach any additional information you feel will give more weight to your application.
- Any previous funding (Community Grant, Event Sponsorship or Recurrent Funding) has been acquitted.
- If your application is for capital works, copies of plans and costings have been attached (with a letter or permission if the applicant is not the owner of the premise)
- A copy of an Audited Financial Statement (or alternative documentation) providing an overview of the financials status of the applicant is enclosed.
- If your application is for capital works and the organisation is not the Owner of the premises, written permission form the owner has been included.
- If you application is for an event, a copy of the event budget including all projected income and expenditure has been included.
- If your application is for a budget request/recurrent funding a copy of an Audited Financial Statement or (alternative documentation) providing an overview of the financial status of the applicant is enclosed.

Please address application to:

Chief Executive Officer
Community Grant Application
Shire of Donnybrook Balingup
PO Box 94
Donnybrook WA 6239

APPLICANT DETAILS

Organisation Name	Donnybrok Wineries & Producers Inc
Chairperson or President	John Small
Organisation Postal Address	PO Box 58
	DONNYBROOK WA 6239

Main Contact Person	John Ridgway
Position	Committee Member
Email	jnlridgway@bigpond.com
Phone	0417 093 750

Status of organisation		
	Yes	Incorporated Association (include a copy of Certificate of Incorporation)
X	No	Name of Auspicing Body (include a copy of the auspicing bodies Certificate of Incorporation)
		Cooperative
X		Established Community Group
		Other – Provide details:

Does your organisation have an ABN?	X	Yes	ABN:21 558 671 732
		No	

Is your organisation registered for GST?		Yes	X	No
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When was your organisation established?	2007
How many members in the organisation?	10
What is the membership fee?	
How many paid staff in the organisation?	0
How many volunteers in the organisation?	10

Has this organisation previously received a Community Grant or Budgetary Funding from the Shire of Donnybrook Balingup?		<input checked="" type="checkbox"/> Yes
If yes, please provide the following details for the most recent Community Grant or Budgetary Funding you have received.		<input type="checkbox"/> No
Project Name	Donnybrook Food & Wine Festival	
Organisation Name	Donnybrook Wineries & Producers Inc	
Grant Amount	\$2000	
Year grant funded	2019	Year grant acquitted 2020

PROJECT SUMMARY

Amount requested	\$2000
Amount contributed by you (the applicant)	\$ TBD

Project Description – CLEARLY explain what you want the funding for
<p>The annual Donnybrook Food and Wine Fest is funded in a variety of ways. The Shire grant helps in kind with road signs and site preparation, equipment hire etc. Local businesses are sponsors and/or donate in kind e.g. free skip bins and reduced printing charges etc. Stallholders pay to have a stall which helps the committee towards the cost of running the event. All sponsors are recognised in all of our advertising and promotional activities, including social media and our Donnybrook Food and Wine Festival webpage. On the day of the festival we have continuous acknowledgment of all our sponsors by our entertaining and experiences MC. The volunteer contribution of our motivated and active committee who give of their time and expertise, ensures Donnybrook and its produce are promoted in an engaging and enjoyable event, which remains FREE to the attendees.</p>
<p>This Festival since 2007 has always aimed to be an enjoyable, free event where parents can bring their children safely. We provide entertainment for both adults and their children enhancing the enjoyment for all age groups</p>
<p>As well as enjoyment we aim to promote the Donnybrook/Balingup area as a tourist destination. Wine, olive oil, fruit, food products are all available for tasting and purchase. We are having a "Meet the Producer" segment at this year's festival where all producers will have the opportunity to be interviewed to promote their unique product to festival attendees. We use local musicians and artisans and involve the local community organisations and sporting clubs to be part of the Festival. The committee recompenses the groups who help us in a practical way with the set up, dismantling and traffic control at the event. This year we are working on an agreement with the Donnybrook Playgroup, who will be coordinating and providing all children's activities at the festival.</p>

PROJECT TIMEFRAME AND BENEFITS

Project Commencement Date	28 November 2020 (current estimated date)
Projected Completion Date	November 2020

Why is the project important? Provide a brief description of the anticipated number of people that will benefit from the project, directly and indirectly. How will that be measured?
The project assists a number of local winemakers, growers and food producers to demonstrate their
Produces to a wide community. Local business also benefit from the people who come to our
Community to sample the produce and be entertained. The number of visitors to Donnybrook is
Expected to be more than 4000. Community organisations who help also benefit financially as their
Assistance is rewarded through financial support provided by the Festival.

Have you applied for other grant funding? If yes, who did you apply to and how much was that application for? Please CLEARLY show this in the project budget.
No

Does your project just benefit your own group OR provide benefit to the wider community? Please CLEARLY explain how others will benefit from your project.

The Festival impacts the Donnybrook/Balingup community in a number of beneficial ways. It brings many tourists to the area particularly from neighbouring country towns, Bunbury, Busselton, and Dunsborough as well as Perth. The committee estimated 4000 people attended the event in 2019. Many visitors are surprised at the beauty of the surrounding region and include it on their future-plans for tourism. Businesses in the main street of Donnybrook, particularly food businesses have a very busy day. Stallholders at the Festival gain recognition and awareness of their wonderful wares. The towns of Donnybrook/Balingup are put on the map and recognised as excellent and reliable producers of fine wines, olive oil and fruit products to name a few.

Are you working with any other community groups to achieve your project? If yes, please list each group involved in the project AND how they are supporting the project.

No (Community Groups will be involved as the preparation for the Festival progresses).

PROJECT BUDGET

- Project budgets are required for applications to be considered.
- Item numbers in left column assist with calculating final budget totals.
- Please complete all sections. If you have queries please contact Community Development on 9780 4200.

INCOME		
INTERNAL FUNDING – CASH		AMOUNT
1	Applicant's cash contribution	\$
2	Other cash contribution from:	\$10000
3	Volunteer hours:	\$0
	hours @\$41.72/hour <small>Figure based on ABS average hourly earnings estimate for volunteers, published on the Funding Centre. https://www.fundingcentre.com.au/grant/help</small>	
4	Other:	\$13000
5	TOTAL INTERNAL FUNDING (SUM 1:4)	\$23000
EXTERNAL FUNDING		AMOUNT
6	Shire of Donnybrook Balingup	\$2000

7	Funding Organisation 1:	\$
8	Funding Organisation 2:	\$
9	Participant Fees (if applicable)	\$
10	Other:	\$
11	Other:	\$
12	TOTAL EXTERNAL FUNDING (SUM 6:11)	\$2000
13	TOTAL INCOME (5 + 12)	\$25000
Note: Total income (12) must be equal to total expenditure (36)		
EXPENDITURE		
	PROFESSIONAL SERVICES	FUNDING ORG
		AMOUNT
14	Consultant fees	\$
15	Accounting & bookkeeping costs	\$
16	Salaries for paid staff	\$
17	Honoraria for service providers	\$
18	Other	\$
19	Other	\$
20	TOTAL PROFESSIONAL SERVICES (SUM 14:19)	\$0

	PROMOTIONS & ADMINISTRATION	FUNDING ORG
		AMOUNT
21	Promotional Materials	\$4000
22	Telephone	\$
23	Postage and Stationary	\$
24	Photocopying	\$160
25	Insurance	\$335
26	Other	\$7105
27	Other	\$
28	TOTAL PROMOTIONAL & ADMINISTRATION EXPENSES (SUM21:27)	\$11600
	TRANSPORTATION & VENUES	FUNDING ORG
		AMOUNT
29	Travel & accommodation costs	\$
30	Venue Hire	\$
31	Equipment hire	\$14600
32	Refreshments	\$300
33	Other	\$2000

34	Other		\$
35	TOTAL TRANSPORTATION & VENUES EXPENSES (SUM 29:34)		\$16900
36	TOTAL EXPENDITURE (20 + 28 + 35)		\$28500
Note: Total Income (13) must be equal to Total Expenditure (36)			

	Total Cost of Project/Event (36)	\$28500
	Amount of Concil Funding (6)	\$2000
	Your Internal Funding (5)	\$23000
	Contirbution from Other Sources (12 – 6)	\$-3500

GENERAL FUNDING CONDITIONS

1. The Shire of Donnybrook Balingup will not accept this application if it is late or incomplete
2. Council may use the information provided by the funded entity for its own promotional purposes.
3. All funded entities will be required to enter into an agreement with the Shire of Donnybrook Balingup which will detail specific conditions and terms relevant to that project.
4. All funded entities must acknowledge the support of the Shire of Donnybrook Balingup in all their promotional material.
5. Funded entities must advise the Shire of Donnybrook Balingup of any change to office bearers and their contact details.
6. Payments of grants or budget item funding may be suspended at any time, if in the opinion of Council, any of the conditions of the funding agreement, or satisfactory progress, has not been achieved.

7. Any change to a funded project cannot proceed without a formal resolution from Council – the applicant must submit a written grant variation request to the Shire of Donnybrook Balingup clearly stating any proposed changes to the project and the reason why the changes are required. This will be considered by Council and a determination made.
8. Payment for the grant funding occurs after the project has been completed and the acquittal documents has been received.

SPECIFIC GRANT CONDITIONS

If there are any specific grant conditions, unique to your application these will be included in the letter of advice confirming your application has been successful, following the Councils consideration of 2020 – 2021 budget and its acceptance in August/September 2020.

Public Liability Insurance

If you are a community group that uses Council facilities more than ten times in financial year, you will need to provide a Public Liability Insurance Certificate of Currency. If you are an Incorporated Body or affiliated to a sporting body, you will require Public Liability Insurance to use Council facilities.

If the activity is officially managed by the Shire, e.g. a class coordinated by the Shire's Recreation Centre, your own Public Liability Insurance is not required.

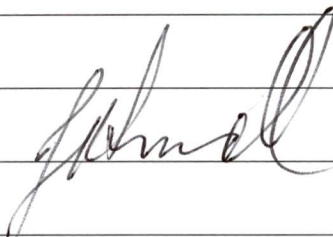
Does your organisation had Public Liability Insurance? If yes, please state the value of your current Public Liability Insurance and attach a copy of the insurance policy.

x	Yes	X	Copy enclosed	Insured Amount:	\$250000
	No				

Only the Chairperson, President of Authorised Person of your group should sign this application

I, the undersigned, certify that to the best of my knowledge the statements made within this application are true.

I understand that if the Shire of Donnybrook Balingup Council approves this application for funding, I will be required to accept the Funding Conditions as outlined above.

Name	John Small
Position	Chairman
Signature	
Date	17/4/2020

ADDITIONAL SUPPORTING MATERIAL CHECKLIST – WHERE APPLICABLE

	Statement of Supplier (if your group does not have an ABN)
	Quotes supporting your request, include those for Council services

BURNBRAE OLIVE FARM

373 TREVENA ROAD
QUEENWOOD, WA 6239
MOB. 0417 093 750

Shire of Donnybrook-Balingup
PO Box 94, Donnybrook, WA 6239

Attn Ms Bronwyn Hodges

Donnybrook Food and Wine Festival

The Food and Wine Festival is making an application for funding for the proposed Festival in November 2020.

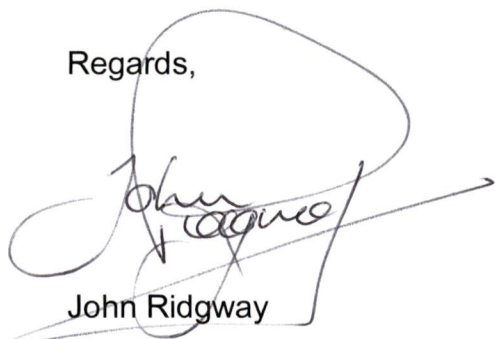
The current economic/social conditions caused by the Covid 19 Pandemic, however, do create concerns for the Festival organisers and a decision on whether or not to proceed with the Festival has not been made. This decision may be deferred for several months, until such time as the situation changes.

If the Festival does not proceed, there remains an option to hold a long table lunch which will be easier to organise in a limited timeframe and will also promote Donnybrook. Further advice on this option will be provided in due course.

Due to the current situation, a budget for the Festival has not been established. This will be provided once the current situation has been resolved. A copy of the financial statement for the 2019 Festival is provided.

If you have any questions regarding the Festival and its progress, you can contact me on jnridgway@bigpond.com or on the above phone.

Regards,

A handwritten signature in black ink, appearing to read 'John Ridgway', is written over a large, light-colored scribble or stamp. The signature is written in a cursive style.

John Ridgway

Food and Wine Festival Committee

16 April 2020



5 November 2019

Leeanne Hurrelbrink
Donnybrook Wineries & Producers Inc.
PO Box 83
DONNYBROOK WA 6239

A division of
Jardine Lloyd Thompson Pty Ltd
ABN 69 009 098 864

Level 1
148 Frome Street
ADELAIDE SA 5000
GPO Box 1693
ADELAIDE SA 5001

Tel 1300 853 800
Fax: +61 8 8235 6448
Direct +61 8 8235 6496
Hayden.Harrell@jlta.com.au
www.localcommunityinsurance.com.au

Certificate of Currency

Our Ref 051-DONNW-040536

INSURANCE CLASS	Public & Products Liability		
INSURED NAME	Donnybrook Wineries & Producers Inc.		
POLICY EXPIRY DATE	15 November 2020		
SITUATION	Worldwide excluding USA & Canada		
INTEREST	Legal liability to third parties for Injury and/or Damage to Property caused by an occurrence in connection with the Insured's business		
LIMIT OF LIABILITY	Public Liability	\$20,000,000	any one occurrence.
	Products Liability	\$20,000,000	any one occurrence, and in the aggregate any one Period of Insurance.
DEDUCTIBLE / EXCESS	\$250 for Property Damage claims only.		
INSURER	PROPORTION	POLICY NUMBER	
QBE Insurance (Australia) Ltd	100.000%	ATA172000PLB	

SPECIAL PROVISIONS Policy extended to include cover for one Annual Food & Wine Event for 2,500 people.

This certificate of currency provides a summary of the policy cover and is current on the date of issue. It is not intended to amend, extend, replace or override the policy terms and conditions contained in the actual policy document. This certificate of currency is issued as a matter of information only and confers no rights upon the certificate holder. We accept no responsibility whatsoever for any inadvertent or negligent act, error or omission on our part in preparing these statements or in transmitting this certificate by email or for any loss, damage or expense thereby occasioned to any recipient of this letter.

Yours sincerely,

Hayden Harrell
Account Executive

Donnybrook Wineries and Producers Inc.

DONNYBROOK FOOD AND WINE Fest

PO Box 58

DONNYBROOK WA 6239

Profit & Loss Statement

01/07/2019 through 12/04/2020

12/04/2020

8:19:35 AM

Income		
Sponsorships	\$10,150.00	
Grants	\$4,000.00	
Stalls (Powered)	\$2,160.00	
Stalls (Non-Powered)	\$1,370.00	
Winery	\$600.00	
Sale of Glasses & Water	\$6,709.38	
Total Income		<u>\$24,989.38</u>
Cost Of Sales		
Gross Profit		<u>\$24,989.38</u>
Expenses		
Advertising		
Posters & Flyers	\$1,226.50	
Facebook	\$175.66	
Banners & Signs	\$290.00	
Television Advertising	\$1,595.00	
Publications - Local Papers	\$750.00	
Total Advertising		<u>\$4,037.16</u>
Ambulance		\$554.40
Bank Fees		\$8.48
Cleaners		\$300.00
Entertainment		
Entertainers	\$1,600.00	
Guest Chefs	\$500.00	
Total Entertainment		<u>\$2,100.00</u>
Glasses & Glass Printing		<u>\$2,084.50</u>
Hardware Items		\$795.68
Hire		
Shade Sales, Marquees , Barrie	\$278.00	
Equipment - Events West	\$4,905.40	
Longsdale Marque	\$9,020.00	
Traffic Management	\$385.00	
Total Hire		<u>\$14,588.40</u>
Insurance		<u>\$332.50</u>
Local Clubs		
Play Group	\$1,000.00	
Donnybrook Mens Shed Inc	\$1,000.00	
Total Local Clubs		<u>\$2,000.00</u>
Licensing/Gaming		<u>\$89.00</u>
MC		\$200.00
Net Registry		\$70.99
Office Expenses		\$160.15
Other Expenses		\$82.98
PO Box Rental		\$134.00
Replacement Equipment		\$125.00
Security Costs		\$385.00
Volunteers - Lunch		\$300.00
Water Bottles		\$302.40
Website Expenses		\$147.58
Total Expenses		<u>\$28,798.22</u>
Operating Profit		<u>-\$3,808.84</u>
Other Income		
Interest Received - Bendigo	\$130.56	
Total Other Income		<u>\$130.56</u>

Donnybrook Wineries and Producers Inc.

Profit & Loss Statement

01/07/2019 through 12/04/2020

12/04/2020
8:19:36 AM

Net Profit/(Loss)

-\$3,678.28



SHIRE OF DONNYBROOK BALINGUP RECEIVED 27 JUL 2020
Record No: 1A576589
File No: FNC08/b
Officer: BEH
X Ref:
Corresps:
Signed Off:

MAJOR FUNDING APPLICATION

FOR FINANCIAL YEAR 2020 – 2021

Maximum \$2,000

Please read the Community Grant guidelines before completing this Application Form

ORGANISATION NAME
Donnybrook Wineries and Producers (inc)

PROJECT OR EVENT NAME
(Donnybrook Food and Wine Festival) RUSTIC LONG TABLE LUNCH

FUNDING TYPE REQUESTED (Select only one)		
<input type="checkbox"/> COMMUNITY GRANT	<input checked="" type="checkbox"/> EVENT SPONSORSHIP	<input type="checkbox"/> BUDGET REQUEST/ RECURRENT FUNDING

THE APPLICATION PROCESS

Applications must be received by 4.30pm on Wednesday 22nd April 2020

All applications will receive a written acknowledgement. Consideration of applications will take place by Council through its budget deliberations process. The outcome will only be announced once Council's Annual Budget has been adopted.

APPLICATION CHECKLIST

Prior to submitting your application, please complete the checklist below to confirm that all requested information has been included. Incomplete applications will be not be considered.

- The application form has been signed by the Chairperson or President of the organisation.
- The application clearly specifies what the funding is to be used for, AND answers have been provided for every question – please attach any additional information you feel will give more weight to your application.
- Any previous funding (Community Grant, Event Sponsorship or Recurrent Funding) has been acquitted.
- If your application is for capital works, copies of plans and costings have been attached (with a letter or permission if the applicant is not the owner of the premise)
- A copy of an Audited Financial Statement (or alternative documentation) providing an overview of the financials status of the applicant is enclosed.
- If your application is for capital works and the organisation is not the Owner of the premises, written permission form the owner has been included.
- If you application is for an event, a copy of the event budget including all projected income and expenditure has been included.
- If your application is for a budget request/recurrent funding a copy of an Audited Financial Statement or (alternative documentation) providing an overview of the financial status of the applicant is enclosed.

Please address application to:

Chief Executive Officer
Community Grant Application
Shire of Donnybrook Balingup
PO Box 94
Donnybrook WA 6239

APPLICANT DETAILS

Organisation Name	Donnybrook Wineries and Producers (inc)
Chairperson or President	John Small
Organisation Postal Address	373 Trevena Road, Queenwood, WA 6239

Main Contact Person	John Ridgway
Position	Committee Member
Email	Jnlridgway@bigpond.com
Phone	0417 093 750

Status of organisation		
<input checked="" type="checkbox"/>	Yes	Incorporated Association (include a copy of Certificate of Incorporation)
<input type="checkbox"/>	No	Name of Auspicing Body (include a copy of the auspicing bodies Certificate of Incorporation)
<input type="checkbox"/>		Cooperative
<input checked="" type="checkbox"/>		Established Community Group
<input type="checkbox"/>		Other – Provide details:

Does your organisation have an ABN?	<input checked="" type="checkbox"/>	Yes	ABN: 21 558 671 732
	<input type="checkbox"/>	No	

Is your organisation registered for GST?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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When was your organisation established?	2006
How many members in the organisation?	12
What is the membership fee?	\$5.00
How many paid staff in the organisation?	nil
How many volunteers in the organisation?	All members are volunteers

Has this organisation previously received a Community Grant or Budgetary Funding from the Shire of Donnybrook Balingup?		<input checked="" type="checkbox"/> Yes	
If yes, please provide the following details for the most recent Community Grant or Budgetary Funding you have received.		<input type="checkbox"/> No	
Project Name	Donnybrook Food and Wine Festival		
Organisation Name	Donnybrook Wineries and Producers (inc)		
Grant Amount	\$2000.00		
Year grant funded	2019	Year grant acquitted	2020

PROJECT SUMMARY

Amount requested	\$2000,00
Amount contributed by you (the applicant)	\$ TBD

Project Description – CLEARLY explain what you want the funding for
The funding is needed to help the Donnybrook Wineries and Producers (inc) hold a Rustic Long Table Lunch on the 26 th September 2020.
The lunch is being held because it has been decided to cancel the Food and Wine Festival due to the Covid 19 pandemic.
The Rustic Long Table Lunch is being held because the Festival Committee is very keen to hold an event that both promotes our local wineries and producers Whilst maintaining the distancing and other requirements for events.
The lunch is being held in the packing shed at Orchard 160 on South Western Highway. The lunch will be four courses, wherever possible, made from produce sourced from our local producers. The wine served at the lunch will also be from our local producers.
The event will be attended by 100+ people. The attendees will be from outside our region as well as locals.
As this is a new event for the Food and Wine Festival, the funding will be required to help us meet a range of costs that have to be met; these costs are outside of those normally expended for the Food and Wine Festival. These costs include the provision of service equipment, furniture, food preparation equipment. There will also be a number of items that have to be hired.
Other significant costs include the hiring of the venue, the provision, preparation and service of food and wine and entertainment.
The funding will also be used to promote the event for both this year and the anticipated future events.

PROJECT BUDGET

- Project budgets are required for applications to be considered.
- Item numbers in left column assist with calculating final budget totals.
- Please complete all sections. If you have queries please contact Community Development on 9780 4200.

INCOME			
INTERNAL FUNDING – CASH			AMOUNT
1	Applicant's cash contribution		\$2,295.00
2	Other cash contribution from:		\$
3	Volunteer hours:	hours @\$41.72/hour <small>Figure based on ABS average hourly earnings estimate for volunteers, published on the Funding Centre. https://www.fundingcentre.com.au/grant/help</small>	\$ TBD
4	Other:		\$
5 TOTAL INTERNAL FUNDING (SUM 1:4)			\$2,295.00
EXTERNAL FUNDING			AMOUNT
6	Shire of Donnybrook Balingup		\$2,000.00
7	Funding Organisation 1: Bendigo Bank		\$1,000.00
8	Funding Organisation 2:		\$
9	Participant Fees (if applicable)		\$16,000.00
10	Other:		\$
11	Other:		\$
12 TOTAL EXTERNAL FUNDING (SUM 6:11)			\$19,000.00
13 TOTAL INCOME (5 + 12)			\$21,295.00
Note: Total income (12) must be equal to total expenditure (36)			
EXPENDITURE			
PROFESSIONAL SERVICES		FUNDING ORG	AMOUNT
14	Consultant fees		\$
15	Accounting & bookkeeping costs		\$
16	Salaries for paid staff		\$
17	Honoraria for service providers		\$
18	Other		\$
19	Other		\$
20 TOTAL PROFESSIONAL SERVICES (SUM 14:19)			\$

PROJECT TIMEFRAME AND BENEFITS

Project Commencement Date	26 September 2020
Projected Completion Date	26 September 2020

Why is the project important? Provide a brief description of the anticipated number of people that will benefit from the project, directly and indirectly. How will that be measured?
<p>This project is important in that it promotes our producers of food products and wine at a time when the Industries in our region are finding it difficult. There will be over 100 people in attendance and they will Be encouraged to buy local and to promote our produce to their associates. The event will also be promoted through the media in order to make people aware that our community is actively trying to help Its local producers in these difficult times.</p>

Have you applied for other grant funding? If yes, who did you apply to and how much was that application for? Please CLEARLY show this in the project budget.
<p>An application has been made to Bendigo Bank. At this time, it is not known if that application will be Supported. The amount being sort is \$1000.00</p>

Does your project just benefit your own group OR provide benefit to the wider community? Please CLEARLY explain how others will benefit from your project.
<p>This project benefits our community. The local wineries and producers will benefit from the use and promotion of their produce. The wider community will benefit from bringing people into the town and Making them aware of the attractions of Donnybrook.</p>

Are you working with any other community groups to achieve your project? If yes, please list each group involved in the project AND how they are supporting the project.

PROMOTIONS & ADMINISTRATION		FUNDING ORG	AMOUNT
21	Promotional Materials		\$1,200.00
22	Telephone		\$
23	Postage and Stationary		\$135.00
24	Photocopying		\$
25	Insurance		\$1,460.00
26	Other	Entertainment	\$1,000.00
27	Other		\$
28	TOTAL PROMOTIONAL & ADMINISTRATION EXPENSES (SUM21:27)		\$3,795.00
TRANSPORTATION & VENUES		FUNDING ORG	AMOUNT
29	Travel & accommodation costs		\$
30	Venue Hire		\$500.00
31	Equipment hire		\$3,000.00
32	Refreshments		\$12,000.00
33	Other	Purchase equipment	\$2,000.00
34	Other		\$
35	TOTAL TRANSPORTATION & VENUES EXPENSES (SUM 29:34)		\$17,500.00
36	TOTAL EXPENDITURE (20 + 28 + 35)		\$21,295.00
Note: Total Income (13) must be equal to Total Expenditure (36)			

Total Cost of Project/Event (34)	\$ 21,295.00
Amount of Council Funding (6)	\$2,000.00
Your Internal Funding (5)	\$2,295.00
Contribution from Other Sources (12 – 6)	\$17,000.00

GENERAL FUNDING CONDITIONS

1. The Shire of Donnybrook Balingup will not accept this application if it is late or incomplete
2. Council may use the information provided by the funded entity for its own promotional purposes.
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If there are any specific grant conditions, unique to your application these will be included in the letter of advice confirming your application has been successful, following the Councils consideration of 2020 – 2021 budget and its acceptance in August/September 2020.

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If the activity is officially managed by the Shire, e.g. a class coordinated by the Shire's Recreation Centre, your own Public Liability Insurance is not required.


Does your organisation had Public Liability Insurance? If yes, please state the value of your current Public Liability Insurance and attach a copy of the insurance policy.

x	Yes	Copy enclosed	Insured Amount: \$10 million
	No		

Only the Chairperson, President of Authorised Person of your group should sign this application

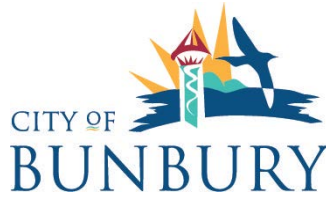
I, the undersigned, certify that to the best of my knowledge the statements made within this application are true.

I understand that if the Shire of Donnybrook Balingup Council approves this application for funding, I will be required to accept the Funding Conditions as outlined above.

Name	JOHN SMALL
Position	CHAIRPERSON
Signature	
Date	23.07.2020

ADDITIONAL SUPPORTING MATERIAL CHECKLIST – WHERE APPLICABLE

	Statement of Supplier (if your group does not have an ABN)
	Quotes supporting your request, include those for Council services

REVISED DRAFT - 2020**MEMORANDUM OF UNDERSTANDING**

Between

City of Bunbury

And

Bunbury Wellington Group of Councils**IMPLEMENTATION OF THE BUNBURY GEOGRAPHE TOURISM PARTNERSHIP STRATEGY**

1. Introduction

The City of Bunbury (hereinafter “the City”) has agreed to manage the implementation of the Bunbury Wellington and Boyup Brook Regional Tourism Strategy (“the Strategy”) on behalf of the Bunbury Wellington Group of Councils (“the BWGC”) comprising Shire of Harvey, Shire of Capel, Shire of Collie, Shire of Dardanup, Shire of Donny-Brook Balingup, and Shire of Boyup Brook for a period of four (4) years, in accordance with the terms and conditions contained in this Memorandum of Understanding (“the/this Memorandum”).

The purpose of the Strategy is to create a unified approach to the management of tourism development, marketing and infrastructure. The strategy was developed by a Steering Committee comprising the BWGoC, South West Development Commission (“SWDC”), Australia’s South West (“ASW”), Tourism Western Australia, and Regional Development Australia.

The Strategy includes a Regional Action Plan and Regional Marketing Plan outlining key areas of focus and their priority over a five-year period and focus on the following areas:

- Identifying tourism opportunities, priorities and gaps
- Developing a unified tourism brand for the region
- Marketing, governance and product development
- Identifying infrastructure and product priorities.

It is still agreed that into the future, the responsibilities and management of regional tourism should be transitioned to an independent body or corporation to be determined in the course of the term of this Memorandum.

2. Responsibilities of the City

On an annual basis the City will: -

- I. Commit to a regional approach to tourism to progress the aims and focus areas detailed in the Strategy and related Regional Action Plan and Regional Marketing Plan.
- II. Engage a Regional Tourism Marketing and Development Manager (or a third party) on a fixed contract. Employment will be inclusive of salary and all staff on costs, ancillaries, provision of a vehicle or with the approval of the Bunbury Geographe Tourism Partnership Steering Committee, engage the services of a third party to deliver implementation.
- III. Provide office accommodation and associated equipment for the Regional Tourism Marketing and Development Manager at its Administration Building located at 4 Stephen Street, Bunbury WA 6230, should this be required.
- IV. Consider allocations in excess of the funding in Addendum 1 to assist in funding marketing campaigns, tools, collateral, workshops, and other activities required to meet the high priority actions set out in the Regional Action Plan and Regional Marketing Plan.
- V. Seek additional funding in the form of grants and other contributions from government and the private sector as appropriate.

3. Funding

Each Local Government will provide the cash contribution as per [Addendum 1](#) annually to the City of Bunbury for a period of four (4) years toward the salary, on costs and vehicle of the Regional Tourism Marketing and Development Manager.

4. Role of the Regional Tourism Marketing and Development Manager or a third party to deliver implementation of the Regional Action Plan and Regional Marketing Plan

The key roles of the Regional Tourism Marketing and Development Manager or third party are as follows: -

- I. To develop and action an annual implementation plan to address the high priority areas in the Regional Action Plan and Regional Marketing Plan under direction of the Steering Committee.
- II. To provide a quarterly report on progress against the implementation plan to the Steering Committee, SWDC, and ASW.
- III. To include the brand developed as part of the Greater Bunbury Regional Growth Plan to regional tourism initiatives.
- IV. To identify potential sources of funding and, where appropriate, assist with the development of business planning and feasibility studies for Local Government infrastructure projects specifically relating to tourism and in accordance with the Regional Action Plan.
- V. To develop relationships and open dialogue with relevant Government agencies, associations, operators and stakeholders to progress collaborative high priority actions in the Regional Action Plan and Regional Marketing Plan.
- VI. To engage with tourism industry stakeholders to build support and buy-in, to guide the implementation of the Strategy, and to inform the development and implementation of a governance model.
- VII. To notify the BGTP Steering Committee of any identified or perceived issues such that would impact the implementation of the Strategy.

5. Responsibilities of the individual Local Governments within the BWGC

It is intended that the Steering Committee, which is comprised of the CEO's of the member LGA's, will determine how the implementation of the Tourism Action Plan is delivered into the future. That is, the decision to have the implementation delivered by an employee (as it is currently) or by a third party, which is the preferred model at this point in time. Further details on this option will be circulated under separate cover.

The individual Local Governments within the Bunbury Geographe Tourism Partnership will: -

- I. Contribute financially for a four (4) year period as specified in **Addendum 1** above.
- II. Nominate a primary point of contact for matters relating to regional tourism.
- III. Share available knowledge, documentation and stakeholder contacts relevant to tourism within their relevant local government area.
- IV. Be actively involved in meetings, forums, workshops and other activities as required.
- V. Promote to industry stakeholders the benefits of the Strategy and regional approach to build industry support and positive relationships.

6. Involvement and relationships with other Stakeholders

6.1. It is recognised that the Bunbury Geographe Tourism Partnership needs to continue with strong collaboration with stakeholders and as such, the Steering Committee will continue to work closely with stakeholders including, but not limited to;

- I. ferSouth West Development Commission
- II. Regional Development Australia (South West)
- III. Australia's South West
- IV. Other local tourism organisation and Sub-groups (Ferguson Valley Marketing Group, Collie River Valley Tourist Park).

6.2. As part of the collaboration, the Bunbury Geographe Tourism Partnership will seek additional funding to support the implementation of the Action Plan and Marketing Plan.

7. Tenure

- I. This Agreement shall commence on the _____ day of _____ 2020.
- II. The Memorandum shall be effective for a period of four (4) years from the date above.

8. Documents forming part of this Memorandum

- I. Bunbury Geographe Tourism Development Regional Action Plan.
- II. Bunbury Geographe Regional Marketing Plan.
- III. Draft project budget 2020-2023

9. Governance Structure

- I. The Steering Committee will comprise of the seven (7) Local Government Chief Executive Officers (or nominated representative) to provide oversight and direction to the Regional Tourism Marketing and Development Manager.
- II. The Steering Committee will be responsible for confirming the priority areas for implementation and review of progress on a quarterly basis.
- III. The day to day administrative and logistical arrangements will be the responsibility of Steering Committee or their delegates.

Signatures

I have read the above Memorandum of Understanding and agree to the terms and conditions of use set out above.

.....
MALCOLM OSBORNE
CHIEF EXECUTIVE OFFICER
CITY OF BUNBURY
Signed / / 2020

.....
BEN ROSE
CHIEF EXECUTIVE OFFICER
SHIRE OF DONNYBROOK-BALINGUP
Signed / / 2020

.....
ANDRÉ SCHÖNFELDT
CHIEF EXECUTIVE OFFICER
SHIRE OF DARDANUP
Signed / / 2020

.....
ANNIE RIORDAN
CHIEF EXECUTIVE OFFICER
SHIRE OF HARVEY
Signed / / 2020

.....
Xxxx xxx
CHIEF EXECUTIVE OFFICER
SHIRE OF CAPEL
Signed / / 2020

.....
xxx xxx
CHIEF EXECUTIVE OFFICER
SHIRE OF BOYUP-BROOK
Signed / / 2020

.....
DAVID BLURTON
CHIEF EXECUTIVE OFFICER
SHIRE OF COLLIE
Signed / / 2020

Local Government Annual Financial Contribution

In accordance with Clause 3 and Clause 5 (i) of the Memorandum of Understanding, each Local Government will provide the following cash contribution to the City of Bunbury annually for the term of the MOU.

LGA	20/21	21/22	22/23	23/24
Bunbury	\$165,000	\$135,000	\$110,000	\$100,000
Dardanup	\$20,000	\$20,000	\$20,000	\$20,000
Collie	\$6,000	\$10,000	\$15,000	\$20,000
Donnybrook	\$10,000	\$10,000	\$15,000	\$20,000
Harvey	\$10,000	\$20,000	\$25,000	\$30,000
Boyup Brook	\$2,000	\$2,000	\$3,500	\$5,000
Capel	\$10,000	\$10,000	\$15,000	\$20,000

**** The above was a unanimous voting decision at a meeting of the Steering Group held Monday 3 August 2020 subject to endorsement by each respective local government Council.*

WORKING DRAFT



LOCAL GOVERNMENT ACT REVIEW ►► DELIVERING FOR THE COMMUNITY

ATTACHMENT 9.3.3(1)

Local Government Review Panel

Final Report

Recommendations for a new Local Government Act
for Western Australia

May 2020



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FOREWORD

‘Rates, Roads and Rubbish’ was a catch-cry I heard frequently when I was elected to Local Government 15 years ago. This ‘Roads Boards’ viewpoint was not appropriate then, and is certainly not fit-for-purpose for Western Australian communities in 2020 and into the future.

Since the 1995 Act was proclaimed, our society and the technologies we use continue to change at an unstoppable pace, and with this change, community needs and expectations of local government are also increasing. These demands on the sector will continue to expand, especially in the aftermath of, and recovery from, the COVID-19 pandemic.

The recommendations in this review are a road-map to more agile and inclusive local governments, with a clear purpose to deliver for the enhanced wellbeing of their communities.

A new legislative framework that ensures community consultation and integrated planning is a centrepiece of a local government’s operations, as well as an emphasis on regional and intergovernmental collaboration.

The recommended renewed focus on integrity, self-regulation and accountability will give local governments the tools to ensure good governance and continuous improvement.

An Act based on this report would prepare local governments in Western Australia not just for the challenges of today, or the next few years, but for the long-term, and would put them in good stead to continue to foster healthy, connected and engaged local communities.

Thank you to the many contributors to this report, including those in the sector and community who made a submission or otherwise assisted in the process.

I especially thank panel members for their significant individual contributions, as well as the secretariat at the Department who supported the panel with high quality research and assistance, as without their diligence, this report would not have been possible.

David Michael MLA
Chair



BACKGROUND

In 2017 the McGowan Government announced a review of the *Local Government Act 1995*. This is the most significant and comprehensive reform of local government legislation conducted in more than two decades. The objective is for Western Australia to have a new, modern Act that empowers local governments to better deliver for the community. The vision is for local governments to be agile, smart and inclusive.

Given the breadth of matters covered by the Local Government Act, a staged approach to the review has been adopted:

- Stage one: priority reforms
- Stage two: wide ranging reforms

The majority of the stage one priority reforms are now in place following the passage of the *Local Government Legislation Amendment Act 2019*. These reforms include:

- A new gift framework for elected members;
- A mandatory online induction for all candidates;
- Universal training for elected members;
- Changes to the Standards Panel; and
- Easier access to information to provide greater transparency to the community.

The remaining priority reforms which are expected to be implemented later this year include:

- New mandatory code of conduct for elected members, committee members and candidates;
- Best practice standards for Chief Executive Officer (CEO) recruitment, performance review and early termination; and
- Further transparency measures.

Extensive community consultation was conducted on stage two topics between September 2018 and March 2019 by the Department of Local Government, Sport and Cultural Industries (the Department) with the input of a stakeholder reference group.

More than 3,000 survey responses and written submissions were received from community members, ratepayer associations, industry groups, local governments, elected members, and peak bodies.

After this significant community and sector consultation to better understand the issues confronting local government, the areas in need of reform and possible options for reform, a panel of experts was formed to provide more detailed consideration and to develop policy responses to guide the development of the new Act. The role of the Panel was to guide the review's strategic direction and to consider and recommend high level guiding principles of the new Act.



LOCAL GOVERNMENT ACT REVIEW ►► DELIVERING FOR THE COMMUNITY

The members of the Panel are:

- Mr David Michael MLA, Member for Balcatta (Chair)
- Professor John Phillimore, Executive Director, John Curtin Institute of Public Policy
- Mr Graham Sansom, Adjunct Professor, Institute for Public Policy and Governance, University of Technology Sydney
- Ms Anne Wood, Partner, Kott Gunning Lawyers
- Mr Henry Zelones OAM LGM JP, former Mayor City of Armadale
- Mr Duncan Ord OAM, Director General, Department of Local Government, Sport and Cultural Industries

Commencing in November 2019, the Panel formally met on nine occasions. In addition, invitations were extended to a range of organisations to provide advice and test ideas at separate roundtables.

It should be noted that an overwhelming majority of recommendations were agreed to unanimously by all members of the panel, with only a small number either having a minority of panellists expressing an opposing view or excluding themselves due to a potential conflict of interest.

Meetings were structured around the following six broad topic areas:

1. A Vision for Local Government
2. Planning for a New Local Government Act
3. Supporting Communities and Local Democracy
4. Growing the Economy
5. Sustainable Service Delivery
6. Building Trust and Integrity

This report reflects the work of the Panel. It is divided into two sections: Part A provides the strategic overarching direction, with Part B outlining the Panel's detailed recommendations within that framework.



PART A – THE STRATEGIC FRAMEWORK

The Minister asked the Panel members to consider and recommend overarching, high-level directions for local government that would flow into policies and principles to guide the development of a ‘new’ Local Government Act. This Part of the Panel’s report sets out a strategic framework for the new Act that addresses not only the underlying issues identified when the Panel began its work, but crucially the emerging imperatives that flow from the COVID-19 crisis and its aftermath.

Why a ‘New’ Act?

When the Western Australia Government launched the Local Government Act Review its objectives were to produce ‘a new, modern Act that empowers local governments to better deliver for the community’, and that local government should be ‘Agile, Smart and Inclusive’. Those objectives remain valid, but there is now also the question of how they can and should be pursued in the aftermath of COVID-19.

Western Australia’s system of local government has remained largely unchanged for several decades. Even before the COVID-19 crisis, local governments demonstrated the full spectrum of capacities and behaviours, ranging from outstanding to good, to average, to, in a few cases, poor. This is not surprising given the very large number of local governments and their variable size and capacity. Many have responded positively and swiftly to the crisis with initiatives to support local communities and businesses – through rate freezes, waiving of fees, increased flexibility in dealing with planning applications, and so on – complementing the State government’s initiatives. However, the crisis has also highlighted the system’s limited capacity, sustainability and resilience. Rather than being a crucial and reliable source of support to communities, many local governments themselves require considerable funding from other levels of government simply to perform their basic statutory obligations and keep their operations running, rather than to expand services.

Having numerous local governments, including a majority that are small in terms of population and/or area and that lack financial and human resources, also makes the system cumbersome and costly to operate. In addition to financial support, local government requires significant State Government resources for oversight, advice, capacity building and regulation, including interventions to ensure good governance.

Further areas of concern are the generally low levels of community participation and regional cooperation. Local government should be truly the level of government ‘closest to the people’, but the system of voluntary, first-past-the-post voting attracts only a low turnout at elections, and the extent to which many councils can be considered to be properly representative of their diverse communities can be questioned. At the same time, only limited use is being made of opportunities for local governments to share information, skills and resources at a regional level, and to undertake collaborative planning and service delivery.

So, can local government in Western Australia ‘better deliver for the community’ without fundamental change? Is it sufficient for councils simply to perform their current functions more efficiently and effectively? What sort of local government will be needed to tackle a slow and fragile post-COVID-19 recovery and to play a valued ongoing role in advancing community wellbeing and regional development?



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The Panel's view is that the new Act must address these questions and underpin a program of systemic reform to ensure that local government can meet the needs of communities in what may well be a very different operating environment. The Act itself must be truly renewed. It should look and feel different, 'tell the story' of change, and outline a fresh agenda. The Panel's package of key reforms is set out below.

What Sort of 'New' Act?

Local Government Acts are among the most lengthy and complex pieces of legislation in any jurisdiction. As a result, their strategic intent and important linkages between different sections of the Act can easily be lost in the mass of detail. Currently the 1995 Western Australia Act and Regulations run to more than 700 pages, while there are also elements of the *Local Government (Miscellaneous Provisions) Act 1960* that are still operational.

Some jurisdictions have tackled this problem by having multiple Acts: Queensland has a separate Electoral Act; New Zealand has a separate Rating Act; British Columbia has a 'Community Charter' that deals with key elements of local democracy and complements the Local Government Act.

So, what should a new Western Australian Act look like? How can it 'tell a story' rather than swamp the reader (and the sector) with a torrent of regulatory detail? The Panel proposes the following:

- Start with an introductory section that sets the tone – the Northern Territory Act offers an excellent example of how this can be done (refer to **Attachment 1**).
- Structure the new Act around strategic issues and the ways in which local government relates to its communities and partners, rather than the mechanics of local administration.
- Include sets of principles that offer guidance on how key objectives of the new Act should be pursued.
- Shorten the main text considerably (aim for at least a 50% reduction) by consigning regulatory detail to schedules or a separate 'operations' Act (the Panel was advised that extensive use of schedules may be inconsistent with current drafting practice).
- Incorporate new measures to expand self-regulation (notably independent Audit, Risk and Improvement Committees) as part of a flexible regulatory regime that can respond quickly to unexpected circumstances (such as COVID-19).
- Minimise the use of Regulations (which tends to enable more extensive and detailed oversight and intervention, and which requires time-consuming parliamentary drafting) by providing standardised guidelines and model codes, charters and local laws. Local governments could modify these 'minimum' provisions but would have to justify significant departures from them to the Joint Standing Committee on Delegated Legislation.

Moving Quickly

The current direction of the review, reflected in the initial instructions to the Panel, is for a complete re-write of the existing Local Government Act. However, experience in other States indicates that will require more resources than appear available at present and take a very long time, and that bold new directions may get lost along the way. The Panel is therefore of the view that the Government's objectives could best be achieved by developing the new Act in two stages, focusing first on a limited number of strategic elements (such as overarching principles, building the sector's capacity, Integrated Planning and Reporting (IPR), and enhanced accountability), while leaving matters of operational detail (a number of which require further investigation) until later.



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The Panel also believes that the Government needs to legislate as soon as possible in order to strengthen local government's capacity for the post-COVID-19 recovery and likely ongoing changes in its operating environment. While it appreciates that resources are currently focused on short-term responses to the impact of COVID-19, the Panel's assessment is that a substantial package of strategic changes to the Local Government Act is required within months, not years. This could be done in one of three ways:

- (a) Amend and restructure the existing Local Government Act to bring together its key strategic elements as a 'front end', but leaving most of its provisions unchanged for the time being;
- (b) A new 'framework' Act initially limited to essential changes, but which would later progressively absorb updated material from the current Act (along the lines of the approach taken previously when the *Local Government Act 1995* and the *Local Government (Miscellaneous Provisions) Act 1960* replaced the *Local Government Act 1960*); or
- (c) A permanent 'companion' Act to the current Act that deals with 'high-level directions' (similar to the approach taken in British Columbia with its 'Community Charter' Act).

The decision on how to proceed is of course one for Government and will depend on several factors including other Parliamentary priorities. On balance, the Panel favours options (b) or (c), which most decisively reflect the Government's commitment to produce a 'new' Act – something that 'looks and feels' different. The risk with option (a) is that it could become too complex and might boil down to just a series of amendments scattered through hundreds of pages of existing provisions, without clearly setting out a fresh agenda. This is what happened after the 2013 review in New South Wales.

The High-Level Package

The critical high-level elements of the legislative package proposed by the Panel are detailed below. These elements need to be drafted and juxtaposed in a new or restructured Act or Acts in such a way that the inter-relationships between them are made clear. In several instances supportive policy statements will be essential to convey fully Government's intentions.

Clear Legislative Intent

- **An introductory section** that acknowledges the status of local government as a sphere of government and the importance of all facets of local democracy; that recognises the rights and interests of Aboriginal peoples; that focuses on the need to enhance community wellbeing, including acceptable standards of local government service delivery for all; and that calls for open, accountable and ethical governance (refer to **Attachment 1** for an example).
- **A statement of the role and functions of local governments**, including the power of general competence (refer to **Attachment 2** for an example of the functions of a local government).
- **Guiding principles** for effective local and regional governance, complemented by more detailed policy principles in those parts of the Act for IPR, community engagement, decision-making, financial management, integrity and inter-government relations.



An Agile System

- **Establishment of a Local Government Commission** that brings together and extends the work of the Grants Commission and Advisory Board to promote and facilitate capacity building and continuous improvement across the sector as well as, where necessary, structural reform (including mergers and/or regional governance).
- **A fresh approach to enabling structural reform**, including voluntary mergers and the option of replacing merged councils with community boards (see below) – recognising that the ‘Dadour’ provisions can now be by-passed by simply extending the boundaries of one council to subsume its neighbour, and the consequent need for a new pathway for change (refer to **Attachment 3** for an example).
- **Expanded regional cooperation**, including streamlined arrangements for the establishment of joint subsidiaries (which could then replace existing regional local governments); requirements for cooperative regional planning as part of IPR; and if necessary, a new form of ‘regional authority’ that overlays local government areas and can bring together local governments, state and federal agencies and other key stakeholders (for example Aboriginal communities) to address specific issues.
- **Advancing inter-governmental relations** through a set of legislated principles that could be linked to the State Local Government Partnership Agreement (refer to **Attachment 4** for an example); additional consultative mechanisms if required; and arrangements for collaborative governance at the regional level (including involvement of federal agencies where appropriate).

Inclusive Local Democracy

- **Specific provisions for engagement with Aboriginal peoples and communities**, including new consultative mechanisms and an obligation to plan for, and where appropriate undertake, delivery of essential services to local communities.
- **Four-yearly elections for all councillors**, plus a continued requirement for regular ‘representation reviews’ that involve the community in consideration of electoral issues such as the number of councillors, how the mayor is elected, the use of wards and whether the councillors are sufficiently representative of the broader community.
- **Re-definition of roles and responsibilities** for the governing body of council (councillors working collectively), mayors, individual councillors and CEOs, coupled with the new principles for decision-making.
- **More effective community engagement and governance**, including a requirement for all local governments to formulate and adhere to a Community Engagement Charter and an option to establish community boards in selected localities (similar to the New Zealand model).



Smart Planning and Efficient Service Delivery

- **Improved IPR**, clearly positioned as the centrepiece of local governments' operations and linking strategic and corporate planning, regional cooperation, community engagement, financial management, service delivery and monitoring and reporting of outcomes.
- **Increased Ratepayer Value for Money** through the introduction of a Rating and Revenue Strategy to increase transparency in setting rates, fees and charges, aligning services and programs to the IPR framework, a new focus on continuous improvement and reporting on a wider set of financial and service delivery indicators.
- **Modernised financial management**, based on a new set of principles, and including requirements for program budgets and regular service reviews involving community consultation.
- **New provisions for local and joint subsidiaries** that enable local governments to play an effective role in economic and regional development, and in the case of joint subsidiaries, provide a vehicle for regional cooperation.
- **Ensuring a minimum level of service** from local government is available to all Western Australians

Enhanced Accountability, Self-Regulation and Integrity

- **Robust accountability and self-regulation** through standardised performance and annual reporting; a revamped Annual Community Meeting along the lines of a company Annual General Meeting; and the establishment of independent Audit, Risk and Improvement Committees to undertake a wide range of internal audit functions and ensure good governance and continuous improvement.
- **A renewed focus on integrity** through the work of Audit, Risk and Improvement Committees and the establishment of a new Office of the Independent Assessor to deal with conduct complaints (similar to the Queensland model).
- **Rigorous training and professional development** of mayors/presidents, councillors and CEOs.
- **A new 'early intervention' framework** to support local governments experiencing governance or operational problems (a variation of the Victorian model of municipal monitors).



PART B – DETAILED RECOMMENDATIONS

Clear Legislative Intent

Introduction

1. The Panel recommends that the new Act be structured and drafted in such a way as to highlight the key strategic elements set out in Part A of this report, and that further consideration be given to the ‘two Acts’ options presented in Part A, at least as a transitional measure.

The basis for this recommendation was explained in Part A. The Panel considers it essential to move decisively and as quickly as possible to strengthen the capacity and resilience of Western Australian local government, and to set a fresh agenda, particularly in light of the COVID-19 crisis and its likely aftermath.

2. The Panel recommends the following statement of intent (vision) for a new Act:

An Act to provide for a system of local government relevant to Western Australia that develops and supports sustainable, accountable, collaborative and capable local governments through democratic representation, the provision of services, opportunities and enhanced well-being for each and every community.

It was determined that the vision for local government included in a new Act should be responsive to the changing face of Western Australia’s communities. The long title of a legislative instrument is intended to provide a clear statement of the legislature’s intention. The Panel considered how a statement of intent (vision) for a local government legislative framework would meet the future needs of Western Australia’s communities and local government sector.

3. The Panel recommends the adoption of the following objectives for a new Act:

- a. Democratic and accountable local government that recognises the diversity of and within Western Australia’s communities.
- b. Recognition of the specific needs and culture of Western Australia’s Aboriginal people.
- c. Promotion and improvement of the community’s economic, social and environmental well-being.
- d. An adaptive and forward-looking legislative framework, which supports and enables councils to provide local leadership for the whole community, and to collaborate with each other and with other key stakeholders at a regional level.
- e. Open and transparent community participation in the decisions and affairs of local governments.
- f. Enhanced capability of the local government sector, with a focus on continuous improvement and sustainability.
- g. Efficient and effective service delivery and regulation that is responsive to current and future community needs.



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- h. Informed decision-making by local governments which is in the interest of their communities, within a legislative framework that supports balance and certainty in relation to the different interests of their communities.**
- i. Accountability of local governments to their communities through processes that demonstrate good governance.**
- j. Support for approaches and opportunities which foster collaboration and cooperation both within the local government sector and across all levels of Government.**

The Panel considered what the objectives for a legislative framework would be to support local governments having the agility, adaptability and flexibility to respond to changing community expectations and technology, and deliver long-term sustainability. In doing so, the Panel considered examples from across Australian jurisdictions and international best practice.

4. The Panel recommends an Act that is considerably shorter, less prescriptive and minimises the use of regulations by establishing clear principles, robust processes, model charters, guidelines and templates.

The Panel endorsed the Western Australian Local Government Association's (WALGA) call for a principles-based approach to the development of a new legislative framework.

This approach needs to be supported by robust processes for planning and decision-making, as well as model charters, guidelines and templates to set appropriate standards in areas such as establishment of subsidiaries, community engagement and local laws.

An enhanced internal audit and reporting regime is also essential to promote effective self-regulation and greater accountability to local communities (refer to Recommendation 59 regarding Audit, Risk and Improvement Committees).

5. The Panel recognises the diversity of local governments in Western Australia and supports a new Act which is responsive to this but does not recommend the adoption of a multi-tiered legislative framework.

The Panel considered the capacity and capability of Western Australia's local government sector more broadly, and the application of a legislative framework to support this.

The Panel explored having different requirements and obligations under the new Act depending on a local government's size, scale and/or demographics. However, finding the balance of what local governments should be required to do and for what reasons proved difficult. The Panel decided that a more practical approach was for the new Act to apply minimum standards to all local governments and, where applicable, to provide flexibility within the new Act that enables a diversity of obligations to be placed on or assumed by local governments dependent on their capacity and capability.



The Role and Functions of Local Government

- 6. The Panel recommends the inclusion of a statement of the role and principal functions of local governments that makes it clear their basic statutory responsibilities, retaining the overall power of general competency in the current Local Government Act.**

Communities and stakeholders need to be able to distinguish between local governments' basic statutory responsibilities for planning, service delivery and good governance on the one hand, and their discretionary activities on the other. This can be achieved by including a short statement that summarises statutory obligations. The South Australian Act offers a useful model (refer to **Attachment 2**).

The power of general competence provides significant autonomy to local governments. Under the *Local Government Act 1995* local governments are considered to be autonomous bodies established to provide for the good government of persons in their district. This general competency power is not, however, unlimited – local governments must comply with Commonwealth and State legislation.

Guiding Principles

- 7. The Panel recommends that the following overarching guiding principles are included in the new Act:**

To ensure the system of local government is sustainable, accountable, collaborative and capable, councils should:

- a. **Provide democratic and effective representation, leadership, planning and decision-making;**
- b. **Be transparent and accountable for decisions and omissions;**
- c. **Be flexible, adaptive and responsive to the diverse interests and needs of their local communities, including the traditional owners of the land;**
- d. **Consider the long term and cumulative effects of actions on future generations;**
- e. **Ensure that, as a general rule, all relevant information is released publicly, readily available and easy to understand;**
- f. **Provide services in an equitable manner that is responsive and accessible to the diverse needs of the community;**
- g. **Seek to continuously improve service delivery to the community in response to performance monitoring;**
- h. **Collaborate and form partnerships with other councils and regional bodies for the purposes of delivering cost-effective services and integrated planning, while maintaining local representation of communities and facilitating community benefit; and**
- i. **Participate with other councils and with the State and Federal government in planning and delivery of services, setting public policy and achieving regional, State and Federal objectives.**



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When developing the principles, the Panel considered the following to be important:

- Local governments should be effective, accountable and transparent institutions with inclusive processes which actively engage communities, build trust in government, and are responsive to their communities' needs;
- A collaborative approach across all levels of government to support sustainable development and effective decision making for the economic, social and environmental well-being of all Western Australians;
- A system of local government which supports continuous improvement and a highly capable local government sector, with accountable councils and administrations.
- Transparent and appropriate governance processes which uphold principles of integrity and build trust in the local government sector.



An Agile System

Establishment of a Local Government Commission

8. The Panel recommends:

- a. **The Local Government Grants Commission and the Local Government Advisory Board should be combined into a single body responsible to the Minister and named the Local Government Commission, and including the functions of the Grants Commission in accordance with Commonwealth legislation.**
- b. **The role of the Local Government Commission should be to:**
 - (i) **Provide recommendations on major local government boundary changes, amalgamations and other necessary reforms;**
 - (ii) **Manage the distribution of Commonwealth grant funding to local governments in WA; and**
 - (iii) **Monitor the overall health and performance of the local government sector by identifying key issues and trends, and advise the Government and sector peak bodies accordingly.**
- c. **Members should be appointed to the Local Government Commission on the basis of their skills rather than as representatives.**
- d. **The Local Government Commission should consider the financial viability of local governments in making recommendations to the Minister.**
- e. **The Minister and sector peak bodies should have the power to refer matters to the Commission for assessment and advice.**
- f. **The Commission should play an independent role in monitoring the capacity and the financial health of the sector in collaboration with the Auditor General.**
- g. **Minor boundary adjustments where both local governments agree should be handled by the department.**

The Panel considered that there were substantial opportunities and benefits in combining the existing Grants Commission and Advisory Board and in providing the new body with a more strategic role. The Grants Commission has access to considerable financial data on local governments and an understanding of the challenges facing the sector. This could be valuable in making recommendations to the Minister on boundary changes and other matters.

The Grants Commission's visiting program also means that it is in a position to identify and promote best practice and to identify local governments that would benefit from capacity building.

It was agreed that the new body should continue to provide recommendations on significant local government boundary changes and amalgamations, including all of those proposals where parties were not in agreement. To remove unnecessary regulatory burden, boundary changes of a minor nature which had the agreement of both local governments and the ratepayers in the affected area should be handled by the department in a streamlined process. Examples of this would be changing the responsibility for a road or park, or ensuring that a property (such as a farm) is in a single district.



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In addition to managing the distribution of Commonwealth grant funding to local governments in Western Australia and making recommendations on boundary changes, the role of the combined body should include monitoring the overall health of the sector by identifying issues and trends and advising the Minister. This combined body should be charged with providing frank and fearless advice to the Minister, the department, and local governments.

The new body should be constituted of members of varied skills, with administrative support provided by the department.

Enabling Structural Reform

9. **The Panel supports a legislative framework for a system of local government which promotes local democracy and has the in-built flexibility to enable different models of governance which facilitate community participation, provide for representation of the whole community, and for efficient and effective service-delivery for the community.**
10. **The Panel recommends that through their Partnership Agreement and the proposed Local Government Commission, State and local government consider options to facilitate structural reform that will strengthen the capacity and resilience of the local government system. Those options should include:**
 - a. **Revised processes for boundary changes and mergers.**
 - b. **Substantially increased cooperation between local governments through an enhanced model of joint subsidiaries.**
 - c. **Provision for the establishment of community boards within local government areas.**

Making specific proposals for structural reform – in particular ‘forced’ amalgamations – was beyond the Panel’s terms of reference. However, as noted in Part A of this report, the COVID-19 crisis has focused attention on the need to maximise the capacity and resilience of the *system* of local government. Various options for structural reform have a role to play, and the new Act should include measures to facilitate necessary adjustments.

The Panel sees significant flaws in the current provisions for boundary changes and amalgamations of local government areas. Procedures for minor boundary changes appear unnecessarily complex, whilst the use of the boundary change mechanism to undertake de facto amalgamations – as approved by the Supreme Court in 2014 – raises serious issues about due process. It effectively bypasses the ‘Dadour’ provisions for local referenda, which themselves can be seen as unduly restrictive when local government needs to adapt to changing circumstances.

These issues have been debated repeatedly across Australia. The Panel saw potential in the new provisions for boundary changes and mergers adopted in early 2019 in South Australia (sections 26-28). The process was negotiated with the Local Government Association. It is based on a set of principles (refer to **Attachment 3**); administered *independently* by the Grants Commission; requires detailed investigation and extensive community consultation on major boundary adjustments and amalgamations; but has no requirement for referenda.



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The new Local Government Commission proposed under Recommendation 8 could play a similar role in Western Australia, monitoring the capacity and health of the local government system, identifying action required to address any deficiencies, and handling major boundary changes. The Panel is also recommending that the structural reform 'toolkit' be augmented with an improved model of joint subsidiaries (Recommendations 14 and 39), plus a new option for establishing community boards (Recommendation 11). Robust, multi-functional joint subsidiaries could offer an alternative to amalgamations, whilst community boards could be used to maintain local identity, democracy and services in merged local government areas.

11. The Panel recommends an additional legislative option for local governments to establish community boards.

The Panel noted that with 137 local governments ranging in populations from less than 200 to over 200,000, Western Australian local governments can be either too small to meet their responsibilities, or too big to be properly representative of different localities within them, and respond adequately to varying community needs and demands. Accordingly, there is a need for mechanisms in the new Act that would, on the one hand, encourage small councils to combine their efforts 'upwards' through regional cooperation and/or mergers, and on the other, enable large councils to devolve some of their responsibilities 'downwards' in order to promote effective community governance.

The Panel concluded that the new Act should therefore include an option for local governments to establish community boards along the lines of those that have operated successfully in New Zealand for more than 30 years, but with flexibility to tailor implementation of the model to particular local circumstances. Community boards could either replace councils that have been merged into a larger entity, thus maintaining local identity and democracy in former local government areas; or be established for specific localities within a large local government area – a suburb or group of suburbs, a rural district with a distinct identity and a sense of community, a town within a large shire, a remote Aboriginal settlement, and so on.

Key features of the community boards model should include:

- Ultimate authority to rest with the 'parent' local government, which would determine the functions and budgets (if any) of boards in its area – the boards would not be incorporated as local governments in their own right.
- Empowering the Local Government Commission to require the establishment of boards as part of a merger.
- Giving local communities the right to petition the Local Government Commission for the establishment of a board.
- No requirement for boards to cover the whole of a local government area.
- Membership options ranging from a majority being locally elected to all members being appointed by the 'parent' local government after a community nomination process.
- Mechanisms for boards to advocate to the 'parent' local government on behalf of their communities, and to play a significant advisory role in planning and budgeting processes.



Expanded Regional Cooperation

12. The Panel recommends that the new Act should promote and mandate expanded regional cooperation between local governments by:

- a. Making increased collaboration a specific objective and principle.**
- b. Providing an improved model of joint (regional) subsidiaries that can be used for strategic planning, resource sharing, shared services delivery and commercial enterprises (see also Recommendations 14 and 39).**
- c. Requiring regional cooperation as part of IPR (see also Recommendation 35).**

13. The Panel recommends that consideration also be given to the potential need for a new form of ‘regional authority’ to enable collaboration on specific issues between governments and with other key stakeholders.

While there are promising signs of increasing regional cooperation between local governments for certain functions and in some parts of the state, the Panel formed the view that much more could and should be done – as proposed in WALGA’s 2008 report *The Journey: Sustainability into the Future*. The evident limitations of the current model of regional subsidiaries is a particular concern. The Panel proposes that increased collaborative working should be framed as a specific objective of the new Act: that could be realised through a streamlined model of joint subsidiaries and by adding a regional dimension to IPR, as explained under Recommendations 34 and 35.

The Panel also noted the potential need for a new form of collaborative ‘regional authority’ that overlays local government areas and can bring together local governments, state (and where necessary, federal) agencies and other key stakeholders to address specific issues. Such an arrangement might be required when regional issues, such as provision of services to remote Aboriginal communities or complex environmental management problems, exceed the scope of local governments and joint subsidiaries.

14. The Panel recommends:

- a. The regional council model is discontinued.**
- b. A flexible model of joint (regional) and single (local) subsidiaries be introduced in order to enable:**
 - (i) collaboration between local governments; and/or**
 - (ii) involvement of local government in economic development including commercial activities.**

Greater cooperation and collaboration is one way to address financial sustainability and capacity of local governments without the fear of loss of identity. The Panel noted that there are a range of areas that could potentially be delivered jointly by local governments, such as corporate services, economic development, IPR, waste management and community planning.

The current Local Government Act provides for two formal approaches: regional local governments and regional subsidiaries. The Panel recommends that there would be benefits to having only one broader legislative model of collaboration. A single flexible model could reduce complexity and provide for a more tailored compliance regime. Local governments would still have the flexibility to enter into voluntary arrangements outside of the legislated model. This would remove the regional



local government model under the new Act, noting the need for appropriate transitional provisions for those already established.

Further discussion and recommendations on this new flexible model, including its use for economic development, can be found under Smarter Planning and Service Delivery at Recommendations 37 to 40.

Advancing Intergovernmental Cooperation

15. The Panel recommends that the new Act include a set of principles for intergovernmental relations that make clear local government’s role and obligations as part of the broader system of government, and that underpin a range of ongoing arrangements such as the State Local Government Partnership.

The Panel welcomed the progress being made through the State Local Government Partnership Agreement. It appreciated the difficulty of requiring such agreements under legislation, but at the same time sees an opportunity to promote and support ongoing improvements to state-local relations by including relevant principles in the new Act. The British Columbia Community Charter Act includes a set of principles that may offer a starting point for further discussion (refer to **Attachment 4**). The Panel noted, however, that any set of principles must make clear not only the need for mutual respect, consultation and cooperation, but also local government’s responsibility to see itself and act as *government*, and to accept its ongoing obligations to plan, deliver services and provide good governance as part of the broader public sector.



Inclusive Local Democracy

Relations with Aboriginal Peoples and Communities

- 16. The Panel recommends that the new Act recognises the unique status of Aboriginal people as traditional owners of the land and ensures that they are empowered to engage in decision-making in their local communities.**
- 17. The Panel recommends that further consideration is given to the manner of recognition, and the options for inclusion, engagement and shared decision making between local governments and Aboriginal communities, through consultation with the Department of Premier and Cabinet and the Aboriginal Advisory Council of Western Australia, and with reference to practices in other states, the Northern Territory and New Zealand.**

The Panel identified a need for the new Act to include specific provisions for engagement with Aboriginal peoples and communities, including new consultative mechanisms and an obligation to plan for, and where appropriate undertake, delivery of essential services to local communities.

The Panel noted that while legislative statements mandating general recognition of the diversity of communities are common in the local government context, statements recognising the unique role of Aboriginal people in the community and the potential role of local government in partnering to achieve outcomes are less common in local government legislation in Australian State jurisdictions.

Models that should be further explored include the *Local Government Act 2020* (Victoria) where the definition of 'municipal community' includes 'traditional owners of the land in the municipal'; the *Local Government Act 2002* (New Zealand) which specifically references the need to provide opportunities for Maori people to contribute to the decision making process and the *Local Government Act 2008* (Northern Territory) which includes in its preamble "the rights and interests of Indigenous traditional owners, as enshrined in the *Aboriginal Land Rights (Northern Territory) Act 1976* (Cth) and the *Native Title Act 1993* (Cth), must also be recognised and the delivery of local government services must be in harmony with those laws".

- 18. The Panel recommends further consideration is given to the issue of service delivery by local governments in remote communities, and appropriate adjustments to Integrated Planning and Reporting requirements.**

There is a need for local governments to work closely with indigenous communities and accept their responsibilities to ensure that adequate services are offered to all citizens, by the local government itself and/or in conjunction with other governments and agencies. While it was recognised that there are unique challenges with service delivery to remote communities, IPR processes should require identification of their needs, plus effective engagement and shared decision making with Aboriginal people.



Elections

19. Optional preferential voting be adopted in place of the current first past the post system.

The Panel discussed voting methodologies and agreed that the first past the post system can often lead to outcomes that do not adequately represent the community's preferences with successful candidates being elected without a clear majority of votes.

There was support for the adoption of optional preferential voting, a variant to preferential voting whereby the voter can mark their preference of all or some of the candidates on the ballot paper, with "1" indicating their first preference. It was considered that this would provide results that are most representative of the community's views and would not require electors to vote for candidates about which they had little knowledge.

20. The principle of one vote per person be included in the legislation, subject to Recommendation 21 below.

21. Property franchise voting should be replaced with the requirement for local governments to introduce mechanisms for regular and effective consultation with the business community.

The Panel considered that there are two sides to local democracy: involvement in local decision-making to influence and inform the decisions that are being made by council, and elections. If structures and processes are in place to ensure all segments of the community are engaged, there may no longer be a need to extend election franchise beyond residents of the district.

The Panel noted that the introduction of compulsory voting was previously recommended by the Robson Review and was suggested by several submissions, but believes that before this change is considered, recommendations contained within this report should be implemented to increase voter participation and possibly negate the need for the introduction of compulsory voting.

The Panel considered democratic principles, the right of business owners and operators to participate in and inform local government decision-making, the relatively small take-up of the property electoral franchise and the administrative burden for local governments to retain a separate register for the small number of owner occupiers that are currently registered to vote. The Panel believed that there are other avenues that local governments could and should use to ensure that business and landowner views are adequately heard through mechanisms such as a business advisory group.

22. Local government elections are held once every four years, two years after but to otherwise accord with the timing of the State election.

The Panel discussed the merits and disadvantages of all elected members being elected at the same time. While acknowledging the potential for loss of corporate knowledge if no councillors were re-elected, the benefits of one election held every four years midway between State Government elections has the potential to increase participation and would reduce costs for local governments.



23. All local government elections should be overseen by the Western Australian Electoral Commissioner.

The Panel decided that the Western Australian Electoral Commission (WAEC) was the most appropriate organisation to coordinate local government elections. Having the one body responsible for conducting elections would allow for greater consistency across local governments. It was acknowledged that there would be higher costs associated with WAEC run elections; however, this would be offset by elections being held only every four years.

24. Provision in the new Act for electronic/online voting to be introduced in the future once the integrity of the process can be assured (including allowing for a pilot).

While believing that electronic and online voting was not yet mature enough to be introduced, the Panel decided that new technologies would be likely to become practical in the life of the new Act and that the legislation should allow for the piloting and introduction of these. In the event online voting is introduced, postal / in person voting should remain an option.

25. The Panel makes the following further recommendations in relation to elections:

a. Postal voting be required, with lodgement of these votes to be allowed in person on and before election day.

To improve equity, the Panel determined all elections should be postal with the ability to lodge those votes in person, including on election day, being retained. The need for voting to be able to be carried out via the post has been demonstrated by the current COVID-19 pandemic.

b. The election process extended to provide more time for the issuing and receipt of postal votes.

To optimise participation in the electoral process and in recognition of the changes to postal services in Australia, an extension to the electoral timeframe is recommended. This should allow additional time for the issuing of postal votes and more time for electors to return their votes. The timeframe should be set through regulations in consultation with the Western Australian Electoral Commissioner.

c. The information local government candidates must provide at nomination should be expanded to ensure that adequate information is given for voters to make an informed decision. Candidate nomination forms should also include declaration of membership of a political party and these forms should be published and available during the election period.

The Panel discussed methods to increase community knowledge of candidates including increasing the length of the candidate profile statements, providing more structure for these, and publishing candidate answers to WAEC approved questions on local governments' websites. The Panel was supportive of additional information being provided by candidates in local government elections. This would enable voters to make more informed voting decisions, rather than relying on the 150-word statement. This could be achieved through set questions in regulations to which candidates would respond in the form of a statutory declaration. The Victorian provisions serve as a model.



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- d. A caretaker policy should be introduced barring elected members up for re-election from representing the council at events, handing out council grants or donations and moving substantive notices of motion in the period before the election, and a requirement to comply with this policy should be included in the Code of Conduct.**

The Panel also considered ways to increase transparency and accountability and reduce conflicts during a local government election period. The Panel agreed that the Code of Conduct should include caretaker provisions to be imposed from the close of nominations to the date of the election.

The Panel acknowledged the need to protect the CEO from potential conflicts during the caretaker period and, consistent with Recommendation 59, the CEO would no longer receive or investigate complaints.

- e. The donor and the candidate should co-sign each declaration of a gift made.**

In order to ensure integrity in the election process, the Panel agreed that there should be a requirement for the declaration of a gift to be signed by both the candidate and the donor.

- f. Donations via crowd funding platforms should be regulated so far as possible.**

The Panel also acknowledged the increasing likelihood that candidates will receive donations through crowd funding platforms which makes identifying individual donors difficult and determined that the department should investigate the legality and practicality of regulating crowd funding donations to ensure integrity in the election process is upheld.

26. In respect to elected member representation, the Panel recommends:

- a. Population should be used to determine the number of elected member positions:**

- (i) Population of up to 5,000 – 5 councillors (including President).
- (ii) Population of between 5,000 and 75,000 – 5 to 9 councillors (including Mayor/President).
- (iii) Population of above 75,000 – 9 to 15 councillors (including Mayor).

- b. Ward boundary reviews, to ensure equitable representation is maintained, should be conducted every four years by the Office of the Electoral Distribution Commissioners, with the support of the WAEC and should be conducted using similar processes and principles that are in place for state electoral boundaries as contained in the *Electoral Act 1907*.**

- c. Current classification bands 3 and 4 should not have multiple wards unless the Local Government Commission permits it in the interests of ensuring local democracy is enabled in certain communities.**

- d. The changes to wards and elected member numbers due to the above recommendations should be phased in.**



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The Panel gave careful consideration to the recommendations of the Local Government Advisory Board in relation to wards and councillor numbers. Wards in local governments with small populations were seen as unnecessarily increasing fragmentation and detracting from the requirement for elected members to act in the best interests of the entire community.

However, the Panel acknowledged there may be situations, for example remote communities, where it is important to ensure there is balanced representation on council. The Panel decided local governments in bands 3 and 4 can apply to the new Local Government Commission for wards should it be necessary to enable local democracy in their districts.

The Panel considered that it was desirable for councils to have an odd number of positions.

e. With the introduction of four-year elections, council elected mayors/presidents should be elected for two-year terms.

The Panel considered that it was important to provide a council with the ability to elect a new mayor/president to replace one who had lost the confidence of the other members of council within their four-year term. The Panel decided the fairest and most efficient way to do this was to have two year terms for council elected mayors and presidents which will provide the opportunity for council to replace them after this period should there be dissatisfaction with their performance amongst council.

f. No restriction should be placed on the number of terms an elected member or mayor/president can serve.

The Panel agreed that there should be no change made to the current situation with no limits applying to the number of terms a councillor and mayor/president can serve.

27. The Panel recommends further consideration should be given to strengthening the provisions of the City of Perth Act to reflect the unique role the City of Perth plays in the development of the State economy. In addition, consultation should be undertaken with the City of Perth and other relevant stakeholders as to whether property franchise voting should be retained in the City of Perth.

The Panel noted that property franchise voting may nevertheless be appropriate for the City of Perth and suggested that the Department could undertake further consultation to determine if the *City of Perth Act 2016* should be amended so property franchise voting continues to apply in the City of Perth.

The Panel recognised the *City of Perth Act 2016* might be appropriate legislation to further strengthen the relationship between the State Government, business and the City of Perth in promoting the social and economic interests of the whole State.



Redefinition of Roles and Responsibilities

28. The Panel recommends significant changes in the Act to the current statements of roles and responsibilities for mayors/presidents, councillors and CEOs and that the Act should include a new statement of responsibilities for the ‘council’ which captures the roles and responsibilities of all councillors acting collectively as the council.

The revised statements of roles and responsibilities seek to address more clearly the following issues:

- Community leadership
- Strategic planning
- Continuous improvement
- Executive function (for mayors/presidents)
- Guiding the CEO (for mayors/presidents)
- Training

29. The Panel recommends the following as the role of council:

The council —

- (a) considers the diversity of interests and needs of the local community;
- (b) is accountable to the community for the local government’s performance;
- (c) ensures adequate opportunities and mechanisms for engagement with the local community;
- (d) ensures the timely development and adoption of the strategic plans, programs and policies of the council and promotes the effective and consistent implementation of these;
- (e) develops and adopts strategic plans and a budget for the local government;
- (f) keeps the local government’s resource allocation, expenditure and activities and the efficiency and effectiveness of its service delivery, under review;
- (g) provides strategic direction to the CEO in order to achieve high-quality administration and performance of the local government’s functions in accordance with the Local Government Act and local government’s policies;
- (h) carries out an annual performance review of the CEO and in agreement with the CEO adopts Key Performance Targets for the following year;
- (i) provides a safe working environment for the CEO, officers and councillors;
- (j) reviews annually the delegations of the council; and
- (k) performs such other functions as are given to a council by this Act or any other written law.



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30. The Panel recommends the following as the role of councillors:

A councillor —

- (a) without bias represents the current and future interests of all people who live, work and visit the district;
- (b) provides leadership and guidance to the community in the district;
- (c) facilitates communication between the community and the council;
- (d) accurately represents to the community the policies and decisions of the council;
- (e) participates in the development of strategic plans;
- (f) must be prepared to –
 - (i) participate with an open mind in the local government’s decision-making processes;
 - (ii) be an active and contributing member of the council; and
 - (iii) make considered and well-informed decisions;
- (g) makes all reasonable efforts to acquire and maintain the skills necessary to perform the role of councillor; and
- (h) performs such other functions as are given to a councillor by this Act or any other written law.

31. The Panel recommends the following as the role of the mayor/president:

In addition to the responsibilities of a councillor, the mayor or president —

- (a) provides leadership and guidance to the community in the whole district;
- (b) carries out civic and ceremonial duties on behalf of the local government;
- (c) acts as the principal spokesperson on behalf of the council and explains and upholds the decisions of the local government;
- (d) encourages good working relations between councillors, and between the council and the CEO;
- (e) provides guidance to councillors about what is expected of a councillor including in relation to:
 - (i) the role of a councillor;
 - (ii) the councillor code of conduct; and
 - (iii) standing orders
- (f) liaises with the CEO on the local government’s affairs and the performance of its functions;
- (g) presides at meetings in accordance with this Act;
- (h) leads the development of strategic plans;
- (i) promotes partnerships between the council and key stakeholders;
- (j) leads and facilitates the presentation of the annual Council budget;



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- (k) initiates the annual performance appraisal of the CEO; and
- (l) performs such other functions as are given to the mayor or president by this Act or any other written law.

32. The Panel recommends the following as the functions of the CEO:

- (1) The CEO's functions are to —
 - (a) advise and assist the council in relation to the functions of a local government under this Act and other written laws;
 - (b) ensure that timely and accurate advice and information is available to the council so that informed decisions can be made;
 - (c) ensure that the mayor and other councillors are given the administrative and professional support necessary to effectively discharge their role;
 - (d) advise the council on appropriate forms of community engagement;
 - (e) advise and consult the mayor and council on the development and implementation of the strategic plans, programs, strategies and policies of the council;
 - (f) prepare, in consultation with the mayor and council, the draft budget;
 - (g) ensure that the policies and lawful decisions of the council are implemented in a timely and efficient manner;
 - (h) conduct the day-to-day management of the local government in accordance with the strategic plans, programs, strategies and policies of the council;
 - (i) ensure the effective and efficient management of the local government in a way that promotes —
 - (i) the effective, efficient and economical management of public resources;
 - (ii) excellence in service delivery; and
 - (iii) continual improvement;
 - (j) maintain systems to enable effective planning and accurate reporting of the financial and service performance of the local government to the council and community;
 - (k) speak publicly on behalf of the local government when approved by the mayor or president to do so;
 - (l) be responsible for the employment and management of local government employees, except with respect to the position of CEO, through management practices that —
 - (i) promote equal employment opportunities;
 - (ii) are responsive to the local government's policies and priorities; and
 - (iii) provide a safe working environment;



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- (m) ensure the local government complies with this Act and any other written law;
 - (n) ensure that records, proceedings and documents of the local government are properly kept for the purposes of this Act and any other written law; and
 - (o) perform any other function specified or delegated by the council or imposed under this Act or any other written law as a function to be performed by the CEO.
- (2) The CEO must inform and consult the council when determining, or making, significant changes to –
- (a) the organisational structure for the staff of the local government; or
 - (b) the processes, terms or conditions that are to apply to the appointment of senior executive officers; or
 - (c) the appraisal scheme that is to apply to senior executive officers.

Community Engagement and Governance

33. The Panel recommends that the following community engagement principles should be included in the new Act:

- a. Councils actively engage with their local communities;**
- b. Councils are responsive to the needs, interests and aspirations of individuals and groups within its community;**
- c. Community engagement processes have clearly defined objectives and scope;**
- d. Participants in community engagement have access to objective, relevant and timely information to inform their participation;**
- e. Participants in community engagement are representative of the persons and groups affected by the matter that is the subject of the community engagement;**
- f. Participants in community engagement are entitled to reasonable support to enable meaningful and informed engagement; and**
- g. Participants in community engagement are informed of the ways in which the community engagement process will influence council decision-making.**

The Panel considers the community key to the effective functioning of the local government, with the local government being there for and to respond to the community. It is therefore vital that all segments of the community are heard and can participate in decision-making.

34. The Panel recommends a Community Engagement Charter be required as a mechanism for guiding and enhancing community participation in local decision-making, and that a model charter be prepared to set parameters and provide guidance on mechanisms to be used.

The Panel agreed that all local governments should be required to have a Community Engagement Charter, with individual local governments responsible for ensuring they are fit for purpose. The



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department should provide suitable guidance material and templates for those local governments that wish to utilise these.

The Panel proposed that triggers for consultation be included, such as borrowing, change of purpose in land use, and major changes to strategy.

The Panel considered that the Charter should be accessible, flexible, and include the deliberative community engagement requirements for IPR. The Charter should also include a reporting mechanism in the annual report.

The Panel believed that elected members have an important role to play in community engagement in listening to the community and that this should be outlined in the Charter. Training should be available to elected members in this area.

35. The Panel recommends the Annual Electors' Meeting is replaced by an Annual Community Meeting whereby:

- a. As a minimum, councils provide information on their achievements and future prospects;**
- b. Councils report on the local government's financial performance and performance against relevant Council Plans;**
- c. Both the mayor/president and the Chair of the Audit Committee address the meeting;**
- d. There is ample time for questions; and**
- e. Wider community participation is encouraged through different delivery mechanisms.**

The Panel recommended the retention of an annual meeting (to replace the Annual Electors' Meetings) which will facilitate community participation through more modern delivery mechanisms to reach people who may not be able to attend ordinary council meetings (for example, using Zoom and/or webinars). At this meeting there should be an annual performance statement made by the mayor/president, a report from the chair of the Audit, Risk and Improvement Committee and a question and answer session.



Smart Planning and Service Delivery

Enhanced Integrated Planning and Reporting

36. The Panel recommends the following IPR Principles are included in the new Act:

- a. Councils plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services to meet the diverse needs of the local community;
- b. Strategic planning identifies and incorporates, where appropriate, regional, State and Federal objectives and strategies concerning the economic, social, physical and environmental development and management of the community;
- c. Strategic planning addresses the community's vision;
- d. Strategic planning takes into account the resources needed for effective implementation;
- e. Strategic planning identifies and addresses the risks to effective implementation; and
- f. Strategic planning is a key accountability tool that provides for ongoing monitoring of progress and regular reviews to identify and address changing circumstances.

37. The Panel recommends:

- a. IPR be given greater prominence in the new Act as the centrepiece of 'smart' planning and service delivery.
- b. The new Local Government Commission and the department should take steps to improve understanding and skills across the sector to ensure consistent implementation of IPR requirements.
- c. IPR provisions in the Act should be expanded to include the issues currently covered in the regulations (suitably updated in accordance with these recommendations).
- d. IPR provisions and guidelines should be amended to, amongst other things –
 - (i) Highlight the central goal of advancing community well-being (economic, social, cultural and environmental).
 - (ii) Replace the current requirement for a Strategic Community Plan with a more flexible framework for 'Community Strategies'.
 - (iii) Reframe Corporate Business Plans as broader 'Council Plans' prepared by each incoming council.
 - (iv) Mandate deliberative community engagement in the preparation of both Community Strategies and Council Plans.
 - (v) Require a 'regional issues and priorities' section within Council Plans, to be prepared in consultation with neighbouring/nearby local governments.
- e. Provision should be made for a baseline reporting system as part of the IPR framework, and local governments should be required over time to report against a



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wider range of performance measures covering financial management, service delivery, governance and community wellbeing.

- f. Annual reports should include a statement of performance against the objectives, programs and projects set out in Community Strategies and Council Plans.**
- g. The Audit, Risk and Improvement Committee (see Recommendations 53 and 54) should monitor the local government's performance in implementing the IPR framework, including compliance with relevant statutory obligations, and report its assessment to the community (for example, as an addendum to the council's annual report and/or as a statement to the Annual Community Meeting proposed in Recommendation 35).**
- h. That all IPR plans be reviewed every four years (to align with the new election cycle), two years or one year depending on the plan.**

The Panel believes that strengthening and reframing the Act's provisions for IPR would promote and link more effective strategic and corporate planning, regional cooperation, community engagement, financial management, service delivery, and monitoring and reporting of outcomes.

The Panel noted some excellent examples of emerging regional cooperation in strategic planning, and opportunities for creative use of IPR to promote a more holistic approach to community wellbeing, and in particular for collaborative planning with Aboriginal peoples and communities. However, it was concerned that the current IPR framework is not fully understood across the sector, and that implementation remains patchy. There is an evident need for more work to develop and explain the framework, and for further assistance to individual local governments and regional groups to enhance their ability both to meet basic IPR requirements, and to grasp opportunities to make better use of IPR as a tool to achieve desired outcomes for places and communities.

The Panel concluded that reframing the current requirements for Strategic Community Plans and Corporate Business Plans would be helpful in explaining the scope and intent of IPR. This would involve:

- Clarifying the difference between 'aspirational' strategies on the one hand, and plans that commit a council to pursue specific courses of action on the other.
- Demonstrating how IPR offers pathways for local governments to work together at a regional level, as well as to plan with communities for districts and neighbourhoods.

The Panel therefore proposes that Strategic Community Plans be replaced by multi-level 'Community Strategies' that could be prepared for regions, individual local government districts, and smaller areas/localities within a local government district. Corporate Business Plans should be reframed as broader 'Council Plans' that give effect (as far as possible) to Community Strategies. These proposals draw on current practice in Victoria (council plans and community planning) and New South Wales (joint organisations developing regional strategies).

The Panel also examined the requirement for Victorian local governments to report on a wide range of key performance indicators and considered this type of reporting to the community to be highly desirable. To alleviate the burden this could place on some local governments, it proposes that reporting should be phased in, starting with indicators for financial management, service delivery and governance, and expanding to broader well-being measures over time. Reporting should be made freely available through a statewide online platform.



Part of the reporting framework could be an annual declaration that the local government is successfully meeting its obligation to provide essential basic services to its community. This could be a function of the Audit, Risk and Improvement Committee.

Minimum Service Levels

38. The Panel recommends:

- a. **As a minimum, local governments must seek to identify and provide, or offer, to all its citizens, a minimum level of services to meet statutory obligations.**
- b. **The Minister should have the power to direct a local government if it fails to provide or offer these services.**
- c. **The new Act should incorporate financial sustainability principles which also link to the IPR framework.**
- d. **Local government services and programs should be aligned to the IPR framework.**
- e. **Local governments conduct regular reviews of services and service levels including community consultation.**

The Panel strongly believed that all citizens in Western Australia are entitled to a minimum level of service delivery, whether it be a metropolitan local government or a remote community. However, the diversity of the sector means that services may vary significantly between local governments. The Panel felt that while there are some services where it is reasonable to have discretion, there are some minimum services that all local governments must provide.

The Panel was cognisant of the financial constraints and capability of local governments to be able to deliver basic services and in some cases, providing services independently would be challenging. In these situations, local governments should collaborate using the joint subsidiary model.

As noted earlier, service delivery to remote communities was identified as an area that could be particularly challenging due to financial constraints, isolation and access (among other things). The Panel strongly supported identification of service needs through the IPR process and minimum services being delivered. However, financial and cultural barriers will sometimes need to be addressed through broader whole of government initiatives. New mechanisms may be needed to facilitate such initiatives (such as the South Australian Outback Communities Authority). A community should have the right to decline a particular service or services if they have other arrangements in place.

The Minister should have a qualified reserve power to intervene in certain situations and provide enforceable directions to local governments. This would include where minimum services were not being provided and in the event of a natural disaster or pandemic.

Local and Joint Subsidiaries

39. **The Panel recommends local governments should continue to play an active role in economic development at both local and regional levels. The IPR framework should encourage local governments to be cognisant of State Government plans when developing strategies for economic development.**



40. The Panel recommends that the new Act should provide the freedom for local governments to be involved in commercial activities where it is in the public interest and subject to competitive neutrality principles.

The Panel noted that local government provides an important stimulus in the economy, especially in regional areas, and that it is important that a legislative framework does not unnecessarily restrict the ability for local governments to be involved in economic development.

The Panel was of the view that there are not currently any specific barriers in the Local Government Act that hinder the ability for local government to grow their economy. They also noted that local governments' involvement in economic development should be voluntary, and subject to the needs and desires of the local community. The new Act should provide appropriate governance and accountability measures covering these activities.

41. The Panel recommends that 'beneficial enterprises' not be introduced as a new mechanism for local government commercial activities, but that instead an updated and more flexible subsidiary model should provide for the following:

- a. Local government autonomy to establish a single or joint subsidiary to:
 - (i) Carry out any scheme, work or undertaking on behalf of the council;
 - (ii) Manage or administer any property or facilities on behalf of the council;
 - (iii) Provide facilities or services on behalf of the council; and/or
 - (iv) Carry out any other functions on behalf of the council.
- b. The subsidiary to be established through a charter.
- c. The charter to be certified by an independent and suitably experienced legal practitioner as within power and National Competition Policy.
- d. Public notice of the proposal to establish the subsidiary to ensure that there are no private operators that would be significantly disadvantaged.
- e. The subsidiary to be able to undertake commercial activities (within the limits of competitive neutrality and a thorough risk assessment).
- f. The subsidiary to have the ability to acquire, hold, dispose of or otherwise deal with property.
- g. Dividends able to be paid to member local governments.
- h. The requirement for employees of the subsidiary to be employed under the same award or agreement conditions as the relevant local government/s and within the jurisdiction of the Western Australian Industrial Relations Commission.
- i. No requirement for ministerial approval at the outset, but reserve powers for the Minister for Local Government to intervene if issues arise should be included.

42. The Panel recommends local governments should utilise the subsidiary models and, as a general rule, should not form entities outside this, such as under the Associations Incorporation Act, except as a means of establishing or maintaining partnerships with other local or regional organisations in those instances where the local government is not the dominant party.



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The Panel noted that the current regional subsidiaries model could be improved in relation to their establishment, scope of operations and governance. It was noted that the current model has not been utilised by the sector as its scope is perceived to be too limiting.

While the Panel supported local governments being innovative and able to operate when market failure is identified, it was of the view that the new Act should explicitly require that local governments operate in accordance with competitive neutrality principles when establishing a subsidiary and setting fees and charges.

The Panel also noted concerns that a local government may use a subsidiary to reduce employee pay and conditions and considered that this should be prohibited in the Act.

The introduction of a new subsidiaries model, similar to the Tasmanian model, would allow local governments the flexibility to operate on a commercial basis (within reason). It is recommended that if this is to occur, adequate controls would need to be introduced, including community consultation, model charters, appropriate reporting and audit measures and providing the ability for the Minister to intervene if considered necessary.

The legislative framework for the model should provide autonomy for local governments to establish a subsidiary without Ministerial oversight while retaining reserve powers for the Minister if required. There should be measures to ensure greater transparency and accountability to the community.

The Panel also discussed concerns with local governments using the Associations Incorporation Act to establish entities outside the Local Government Act and considered that as a general rule this be prohibited under the new Act. Local governments should encourage non-government providers to establish and govern associations where appropriate for community-led service delivery, with local governments only stepping in if the association cannot operate effectively or needs to be wound up.

Modernise Financial Management

43. The Panel recommends the following financial management principles be included in the new Act:

- a. Councils should have regard to achieving intergenerational equity, including ensuring the following:**
 - (i) Policy decisions are made after considering their financial effects on future generations;**
 - (ii) The current generation funds the cost of its services; and**
 - (iii) Long life infrastructure may appropriately be funded by borrowings.**
- b. Revenue, expenses, assets, liabilities, investments and financial transactions are managed in accordance with the council's financial policies and strategic plans;**
- c. Financial risks are monitored and managed prudently having regard to economic circumstances;**
- d. Financial policies and strategic plans, including the Revenue and Rating Strategy and Investment policy, seek to provide stability and predictability in the financial impact on the community; and**



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e. **Accounts and records that explain the financial operations and financial position of the council are kept.**

44. Having regard to the need for sound financial decision-making and accountability, the Panel recommends the following:

- a. **Local governments should be required to adopt or justify departures from a model investment policy to the Audit, Risk and Improvement Committee and relevant State Government Agency.**
- b. **Local governments should be able to use freehold land to secure debt.**
- c. **Debt should not be used for recurrent expenditure except in an emergency situation.**
- d. **Notice should continue to be required to be given for borrowings not included in the local government's annual budget.**
- e. **Building upgrade finance is permitted for specific purposes such as cladding, heritage and green improvements.**
- f. **Local governments should adopt program budgeting to more clearly show the actual cost of delivering a service or undertaking an activity.**
- g. **Local governments should report on the percentage of their expenditure spent on local businesses in their annual report.**

It is important that local governments are enabled through the legislation to invest their reserves effectively to maximise revenue. Given that the funds are public money, this must be balanced to ensure that local governments and their communities are not unnecessarily exposed to risk. The Panel agreed that local governments should be required to prepare an investment policy, dealing with approved investments and risk levels amongst other things.

Local government legislation in Queensland contains a tiered investment structure, with local governments having the power to invest based on their tier. This takes into consideration risk levels and credit ratings. The Panel suggested that further expert analysis be undertaken to inform potential implementation in Western Australia.

Local governments generally have low levels of debt relative to security, income levels and service responsibilities. The Panel noted that there are benefits to using debt for financial management when the benefits of the capital investment are multi-generational. On this basis, the Panel recommended expanding the ability for local governments to use freehold land to secure debt.

Building upgrade finance, which is operating in some other jurisdictions, is a scheme whereby a local government administers loans issued by financiers to non-residential building owners to upgrade their buildings. The Panel saw merit in allowing the introduction of the scheme for prescribed purposes such as upgrading heritage buildings or environmental upgrades. The introduction of building upgrade finance will need to have appropriate safeguards in place which could be modelled on the approach used in other States.

The Panel was of the view that the budget needs to be more closely integrated with IPR processes. As one measure to achieve this alignment, local governments should transition to budgeting on the basis of service delivery. This would require each service or program to be fully costed, ensuring elected members (and ultimately the community) understand the cost of providing the service and



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encourage critical review of costs. This would also allow the community to provide more informed input into the Council Plans.

Program budgeting will result in better information leading to more informed decisions. Reporting on actual cost of services could result in decisions to allocate limited resources in different ways and gain greater acceptance by the community.

The positive impact a local government can have on their local economy through using businesses within their district and region were noted by the Panel. The view was held that there would be benefits for the community in seeing how much the local government had spent locally and with which businesses. This would be included in the Annual Report as a “local content” report.

Procurement

45. The Panel recommends that local government procurement thresholds, rules and policies are, where applicable, aligned with the State Government, including (but not limited to):

- a. **Tender threshold (currently \$250,000);**
- b. **Procurement rules and methods for goods and services under the tender threshold;**
- c. **Procurement policies, including sustainable procurement, procuring from disability enterprises, buy local (where ‘local’ refers to Western Australia or a specific region of the state determined by the local government) and Aboriginal businesses; and**
- d. **Using TendersWA as the primary tender platform.**

The Panel agreed that procurement needs to be open, transparent, fair and ensure adequate market testing, value for money and local consideration.

The Panel supported aligning local government and State Government procurement frameworks, including the tender threshold, procurement rules under the tender threshold and the publication of tenders and high value contracts on TendersWA. By increasing consistency between State and local government, and transparency of procurement rules and processes it creates a business-friendly environment and increases confidence in the process.

Local governments should be able to advertise tenders on other platforms, in addition to TendersWA, if they so choose.

46. The Panel recommends the development of a model procurement policy for all local governments. If a local government chooses to deviate from the policy it should be required to explain its reasoning to the responsible State Government agency.

In keeping with the recommended alignment to the State procurement framework, a model procurement policy should be developed that is consistent, as much as practicable, with the State rules that apply for purchasing goods under the tender threshold. The Panel believed development of a model procurement policy would assist local governments with the procurement process and increase consistency between local governments. If a local government chose to deviate from the model, local governments should have to justify the deviation by explaining their reasoning.



47. The Panel recommends enhancing legislation to regulate and guide the establishment and management of panel contracts.

It was acknowledged that local government preferred supplier panels are important and need to be retained; however, their establishment and operation needs to be regulated. The Panel supported the continuance of the WALGA Preferred Supplier Panel, subject to regular oversight and checks and balances to ensure that it is constituted correctly and there is accountability.

48. The Panel recommends a requirement for local governments to have an open register of local businesses with local governments determining what is considered 'local' to their community.

The Panel recommended the introduction of an open register of local businesses where local businesses can register with the local government and outline the services and goods they provide. This will assist local governments to support local businesses when procuring goods under the tender threshold, and in informing them of open tenders. Local governments should determine what is considered 'local' to their community.

49. The Panel recommends breaches of the local government procurement rules to be referred to the Office of the Independent Assessor to use the appropriate powers under the new Local Government Act.

There are currently limited penalties for non-compliance with the procurement rules in the Local Government Act. The Panel supported the compliance model in the State Government procurement rules whereby greater oversight and less autonomy is the result of compliance breaches and believed the Office of the Independent Assessor should have the power to address cases of non-compliance. (See Recommendation 54 for more information on the Office of the Independent Assessor).

Rating and Revenue

50. The Panel recommends:

- a. Rate capping should not be introduced.
- b. Local governments should be required to develop and publish a rates and revenue strategy, that would amongst other things replace the need to have fees and charges set in the annual budget.
- c. The Economic Regulatory Authority (ERA) should be asked to undertake a review of the rating system, including a thorough examination of the case for the current wide range of exemptions.
- d. The current rates exemptions should be retained until after the ERA review.
- e. Property owners seeking an exemption should be regularly required to prove they meet the criteria for an exemption.
- f. Local governments should charge a separate waste charge applying to all properties which have a waste service, including exempt properties.



g. The Valuer General should be asked to undertake a review of the rating methodology with the aim of smoothing out significant fluctuations in valuations.

The Panel noted the importance of rates as local government's principal own source revenue, but equally the need to ensure transparency and fairness in the way rates are calculated and imposed.

With local governments increasingly being required to provide more services and to a higher level to their communities, as well as maintaining their existing assets, the Panel noted that there is concern as to how local governments will continue to fund this in the future given their limited revenue sources.

Of all revenue sources, the most important own source revenue for local governments is rates revenue. Local governments are permitted to impose differential general rates according to land zoning, land use (including if the land is vacant) or a combination of the two.

The Panel was supportive of local governments being required to develop a rates and revenue strategy, as is in place in other jurisdictions. The strategy would include the schedule of fees and charges set by local governments (currently included in the budget), the methodology where the fees are set at cost recovery, the rate/s in the dollar and associated objects and reasons for differential general rates. This would increase transparency for ratepayers and enable local governments to demonstrate the actual cost of services to consumers.

It was acknowledged that there are limitations on local governments' ability to raise revenue due to the current rate exemption categories. Rate exemptions result in local governments needing to cover the rates shortfall by other means, raising the funds from other groups of ratepayers or alternatively reducing services or asset maintenance.

It was accepted that there may be sound reasons why certain exempt categories should be retained, including linkages to State Government policies and initiatives. The Panel recommends that applicants should be required to prove each year that they still fit the criteria for the exemption, especially for organisations claiming charitable status.

51. The Panel recommends that local governments should be able to set reasonable fees and charges according to a rating and revenue strategy, with the oversight of the Audit, Risk and Improvement Committee.

52. The Panel recommends that local governments and State Government apply cost recovery principles when setting fees and charges.

While local governments have the power to set their own fees and charges generally, there are a number of fees and charges that local governments have no control over. Only a few of these are set under the current Local Government Act.

The Panel agreed that fees and charges set in legislation can provide consistency between local governments. It was also noted that while the fees and charges may be consistent, there is likely to be a different level of service provided by local governments.

It was also noted that while local governments are encouraged to adopt a cost recovery model when setting fees and charges, there may be circumstances where it is appropriate to set them lower for certain population groups (for example, seniors) or to encourage certain outcomes in the community.



Accountability, Self-Regulation and Integrity

Enhanced Accountability and Self-Regulation

53. The Panel recommends the role of audit committees be expanded to become Internal Audit, Risk and Improvement Committees and:

- a. The majority of the Committee members, including the Chair, should be independent of the local government and should be drawn from a suitably qualified panel.**
- b. To address the impost on small local governments, the committee could be established on a regional basis.**

54. The Panel recommends the main roles of the Audit, Risk and Improvement Committee should include:

- a. Developing an audit plan which focuses on compliance, risk (including procurement), financial management, fraud control, governance and delivery of the Council Plans;**
- b. Identifying continuous improvement opportunities and monitoring programs and projects in this area;**
- c. Conducting the mandatory internal audits as outlined in the audit plan; and**
- d. Providing advice to the council in relation to these matters.**

The Panel supported the expansion and strengthening of the role of local government audit committees to become Audit, Risk and Improvement Committees. Moving to a principles-based Act and providing local governments with more autonomy emphasises the need for self-regulation. This requires a robust process for accountability and transparency, justifying the need for the committee to have an independent chair. The Panel also concluded that, given the committee's expanded and critical role, there should be a majority of members not associated with the local government in any way and appointed and remunerated for their skills.

This aligns with the changes occurring within the State Government and the Office of the Auditor General recommendations.

Audit, Risk and Improvement Committees should be required to review matters such as compliance, risk management, financial management, fraud control and governance of the local government.

The Panel was of the view that an Audit, Risk and Improvement Committee could have a role in providing advice to council on decisions across a range of matters, including good governance, financial and risk management, and continuous improvement. The Chair could have a more public role, including in addressing council on relevant matters, reporting at the Annual Community Meeting and preparing a statement in the local government's annual report.

To address cost and access to suitable personnel to take on this role, regional Internal Audit, Risk and Improvement Committees should be permitted. In addition, consideration should be given to establishing a panel of approved independent members from which councils could choose.



Renewed Focus on Integrity

55. In relation to governance, the Panel recommends:

- a. Meeting procedures are standardised across all local governments, allowing for both a committee system and a public briefing system.
- b. Elected members should be required to lodge a declaration of interest as well as a confirmation of impartiality prior to meetings.
- c. Elected members who believe that they are unable to maintain impartiality on a particular matter should be permitted to withdraw from that part of the meeting provided a quorum is maintained.
- d. All votes should be recorded in the minutes on each motion with details of how each councillor voted.
- e. As a minimum, audio recordings of public parts of council meetings should be available on the local government's website when the minutes become available, with livestreaming to be encouraged.
- f. CEO contracts should be standardised and consistent with the Public Sector Commission's policy and relevant conditions for public sector employees.
- g. CEO contracts should be no more than five years and after two terms the local government must readvertise the position.
- h. The department should facilitate additional oversight in the recruitment and management processes of CEOs. This could include representation on the selection panel and/or screening of applicants.
- i. Primary and Annual Returns should include disclosure of membership of political parties and associations likely to be seen as exerting an influence on decision-making.

The Panel discussed ways to ensure council decision-making was transparent and accountable. It recommends that not only should actual conflicts of interest be declared before the council meeting, but that each councillor should make a declaration in relation to any item on the agenda on which they may not be impartial. This would include, for example, items where they had taken a public position or lobbied in relation to the matter before the meeting. If the councillor believes that they are unable to put those interests aside and make a decision in the best interests of the district as a whole, the person should be able to remove themselves from the meeting for that item, providing a quorum is maintained so that a vote can be taken. A declaration prior to the meeting would assist the CEO in determining whether or not a quorum is available for a matter.

While webcasting (livestreaming) of council meetings was preferred, given the technology constraints that could be experienced by some local governments, audio recordings of the meetings was considered as a practical minimum to ensure greater transparency in the decision making process. These recordings would be State records under the *State Records Act 2000*. The recordings should be required to be published on the website by the time the minutes were published.

The Panel agreed that the department should play an active role in assisting the council in the CEO recruitment and performance review processes. Another option is that prior to selection, the



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Department could provide a reference check and possible recommendations for training for the shortlisted candidates for the positions of CEO.

To increase transparency and foster greater trust in local government, the Panel believed that elected members should declare in their Primary and Annual Returns interests that could be perceived as affecting decision-making. This would include membership of political parties, business associations and the holding of any office in an incorporated association such as a sporting club.

Expanded Requirements for Training and Professional Development

56. The Panel recommends the following in relation to training:

- a. New CEOs (including CEOs moving to a substantially larger local government) should be required to undertake training and ongoing professional development as recommended by the selection panel.**
- b. There should be compulsory induction training and ongoing professional development for all councillors, including specific programs for mayors and presidents.**
- c. Training modules for all councillors should include in-depth material on IPR and land use planning.**
- d. The Minister should have discretion to exempt completion of training within the stipulated time on compelling grounds.**
- e. Expanded use of peer review and support should be encouraged both to help improve the performance of individuals and local governments.**

The Panel discussed the importance of training for elected members, including training beyond the foundation units in such areas as land use planning. Additional training should also be required of mayors and presidents to provide them with such skills as leadership, conducting meetings and managing disputes. Training for new CEOs was also considered vital so that they had knowledge across the whole portfolio of their responsibilities. This need should be identified during the recruitment process and training should commence shortly after appointments are made. The Department could also identify training needs in CEOs and senior staff and advise the relevant mayor/president.

A New Early Intervention Framework

57. The Panel recommends that there should be an early intervention framework of monitoring to support local governments. The department should have additional powers to appoint and support the monitor with councils responsible for the direct costs of the monitor.

The Panel agreed that the department should assist councils through early intervention to remedy weaknesses and provide mentoring and support. This would be in addition to the department's role in policy development, legislation and statutory approvals.

A key benefit of an early intervention model would be the ability for the department to work with local governments to improve their performance, governance and compliance with legislation and to strengthen the capacity of local governments.



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This model should enable the department to appoint a monitor to support local governments that are experiencing governance issues. The role of a monitor would be to observe governance processes and report back on issues; provide advice to councils that are experiencing governance issues, and to make recommendations to the Minister for Local Government for further action. The relevant council should be advised of the terms of the monitor appointment.

The Panel saw value in a power to extend the role of a monitor to temporarily take over certain functions of a local government when good governance practices are not being adopted or services are not being delivered to segments of the community.

They also saw value in Department staff having the right of access to council meetings, including closed meetings.

58. The Panel recommends the Minister should have the power to direct local governments and make declarations in respect to the Local Government Act during a declared state of emergency.

The COVID-19 situation has highlighted the need for the Minister to be able to direct local governments and make declarations without having to apply to the State Emergency Coordinator so that the Local Government Act can be applied flexibly and adapt to the changing environment of an emergency.

Establishment of an Office of the Independent Assessor

- 59. The Panel recommends establishing an Office of the Independent Assessor that should:**
- a. Be an independent body to receive, investigate and assess complaints against elected members and undertake inquiries. This removes the CEO from being involved in processing and determining complaints.
 - b. Be a statutory appointment by the Governor.
 - c. Upon assessment, refer the complaint back to the council (behaviour-related), the State Administrative Tribunal (SAT) (serious breaches), or to another appropriate body (such as, Corruption and Crime Commission, Public Sector Commission, Ombudsman) according to the subject of the complaint.
 - d. Replace the Standards Panel by investigating and making determinations on Rules of Conduct breaches. SAT will determine the penalties.
 - e. Amongst other powers, have the power to investigate, to order compulsory mediation and to deal with abuses of process.
 - f. Be required to notify the CEO and council of any matters on a confidential basis.
- 60. The Panel recommends consideration should be given to the appropriate recognition and management of complaints by an elected member against a CEO or other senior officer, with one option for these to be investigated by the Office of the Independent Assessor.**



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The Panel considered the range of bodies that currently play a role in ensuring the integrity of local governments. They supported the continuation of the Ombudsman's role in dealing with complaints related to local government administrative decisions.

The Panel supported the creation of an Office of the Independent Assessor, an independent "one stop shop" body to investigate and assess complaints against elected members. The Independent Assessor could assess and prioritise all complaints and, depending on the outcome of its investigations, refer it to the relevant agency. This could include the Corruption and Crime Commission, the Public Sector Commission, or the State Administrative Tribunal for mediation, possible further investigation and determination of a sanction/s. Where a complaint involves behaviour it could be referred back to the council to deal with under Part B of the new Code of Conduct provisions. It was suggested that the Queensland model for an Independent Assessor may provide appropriate guidance.

The Office of the Independent Assessor would require a team of investigators and the Panel considered that the Office could take over the department's current role in conducting inquiries and investigations. The Independent Assessor could advise the Minister on suspension and dismissals of elected members and councils. It could also have powers to make recommendations to the State Administrative Tribunal and local governments.

The Office of Independent Assessor would replace the Standards Panel, and have the power to investigate complaints of breach of Part C of the Code of Conduct. Its findings in relation to breaches of conduct could be referred to the State Administrative Tribunal for imposition of the penalty.

The Panel considered that there should be a power under the Act for the appointment of an acting CEO to temporarily take the place of a CEO if an investigation by the Office of Independent Assessor reveals serious deficiencies in the way the local government is administered.



Other Matters

Classification Bands

61. The Panel recommends:

- a. **The new Act should set principles for determining classification bands for local governments.**
- b. **These classification bands should be used by the Salaries and Allowances Tribunal for determining councillor and CEO payments, as well as providing a framework for distinguishing between local governments in relation to other matters.**

The Panel was of the opinion that the principles behind the setting of bands for the payment of salaries and allowances should be set in the new Local Government Act, rather than by the Salaries and Allowances Tribunal, with the Tribunal responsible for the setting of the monetary figures for each category.

These bands should have wider application; being used to determine whether a local government should have wards, as an example. This would create a level of consistency in treatment of local governments considered to be similar according to the principles.

Local Laws

62. The Panel recommends the increased harmonisation of local laws through the development of model local laws and deemed provisions.

63. The Panel recommends requiring local governments to justify to the Joint Standing Committee on Delegated Legislation any variation from the model or deemed provisions.

The Panel saw merit in laws being harmonised throughout the State; however, agreed that there should be flexibility for local governments to tailor local laws to address certain, limited, local matters.

The Panel also saw value in the introduction of deemed provisions which operate in a manner similar to the Planning and Development deemed provisions regulations. Deemed provisions are essentially uniform local laws which will operate across the State. They can also be amended from time to time and will override any inconsistent local laws.

The benefit of deemed provisions is that there is more consistency across the State for matters where harmonisation is considered important. It also reduces the need for local governments to develop their own laws with the accompanying capability and capacity implications.

The development of model local laws which complement the deemed provisions will allow local governments the flexibility to introduce specific provisions to their districts. The “local” would be delivered through the identification of certain elements that could be district or region specific, with the council having the power to specify these.

The Joint Standing Committee on Delegated Legislation, in approving the model local laws or deemed provisions, would approve the extent to which these could be altered without referral back to the Committee. Further public consultation would not be required on these variations but could be undertaken by the local government.



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The use of model local laws and deemed provisions would reduce the administrative burden on local governments to consult. If a local government wanted to introduce provisions outside the model or deemed provisions, consultation would be required and the law would need to be scrutinised by the Joint Standing Committee on Delegated Legislation. The local government should have to justify to the Committee why such a deviation was necessary or desirable.

The Panel also supported a restriction on the range of matters over which a local government could introduce a local law; with approval necessary outside of this.

Western Australian Local Government Association

64. In relation to WALGA, the Panel recommends:

- a. WALGA not be constituted under the new Act;**
- b. A transition period is provided to ensure continuity in operations of WALGA while it is re-formed under other legislation; and**
- c. Recognition of WALGA's Preferred Supplier Program and mutual insurance coverage in the legislation should be accompanied by appropriate oversight measures, including auditing.**

The Panel deliberated the merits of WALGA being constituted under the Local Government Act and determined that it was not appropriate to incorporate a member body under this legislation. This created confusion as to the extent of the Minister's powers over the organisation and WALGA's level of independence.

More appropriate legislation would appear to be the *Associations Incorporation Act 2015*. Transitional provisions should be included in the new Local Government Act to allow for the orderly reconstitution of WALGA without affecting their operations.

This change would not restrict the new Act (or other Acts) from referencing WALGA membership on boards and committees.

The Panel saw merit in the sector being able to use its aggregated buying power through use of WALGA's preferred supplier program and their mutual insurance coverage. Recognition of these initiatives in the legislation should be accompanied by a power for the Auditor General to conduct regular audits of these programs and related processes.



Operational Provisions

- 65. The Panel also identified the following operational matters to be considered when drafting the new Act:**
- a. The powers of entry in the current Local Government Act should be retained.**
 - b. The current evidence requirements in legal proceedings should be retained, however the requirement for the CEO to certify the documents should be removed. This should be delegated and the range of items that can be certified expanded after consultation with local governments.**
 - c. The new Act should be updated to reflect the modern signing of contracts.**
 - d. A more streamlined ability to dispose of impounded goods needs to be developed for the new Act.**
 - e. The new Act should enable councillors and members of the community (in the case of public questions and deputations) to remotely participate in council and committee meetings.**
 - f. Employment entitlements for local government employees should be transferrable across all three levels of Government.**



ATTACHMENT 1

Example of Introductory Sections

Northern Territory Local Government Act 2019 Part 1.2

Section 4(1).

The underlying principles of this Act are as follows:

- (a) Local government is a distinct and essential sphere of government.
- (b) The system of local government:
 - i. needs to be flexible and adaptable to the diverse interests and needs of the many communities within the Territory; and
 - ii. needs to be comprehensive, democratic, responsive to community needs and accountable both to local communities and the public generally.

Section 5.

The rights and interests of Indigenous traditional owners, as enshrined in the Aboriginal Land Rights (Northern Territory) Act 1976 (Cth) and the Native Title Act 1993 (Cth), are to be recognised and the delivery of local government services must be in harmony with those laws.

Section 6.

This Act provides for the following:

- (a) the establishment of a democratic and effective system of local government that recognises the diversity of communities in the Territory;
- (b) the conferral of wide powers on councils to act for the advancement, and in the best interests, of their local communities;
- (c) the enabling of councils to play a broad role in promoting the social, economic, environmental, and cultural well-being of their local communities;
- (d) the imposition of high standards of ethical conduct on council members;
- (e) the requirement on councils of high standards of governance, service delivery, asset management and financial accountability;
- (f) the requirement on councils to promote and assist constructive participation by their local communities in achieving effective local government for their areas.



ATTACHMENT 2

Example of Functions of a Local Government

South Australia Local Government Act

Section 7: Functions of a council

The functions of a council include—

- (a) to plan at the local and regional level for the development and future requirements of its area;
- (b) to provide services and facilities that benefit its area, its ratepayers and residents, and visitors to its area (including general public services or facilities (including electricity, gas and water services, and waste collection, control or disposal services or facilities), health, welfare or community services or facilities, and cultural or recreational services or facilities);
- (c) to provide for the welfare, well-being and interests of individuals and groups within its community;
- (d) to take measures to protect its area from natural and other hazards and to mitigate the effects of such hazards;
- (e) to manage, develop, protect, restore, enhance and conserve the environment in an ecologically sustainable manner, and to improve amenity;
- (f) to provide infrastructure for its community and for development within its area (including infrastructure that helps to protect any part of the local or broader community from any hazard or other event, or that assists in the management of any area);
- (g) to promote its area and to provide an attractive climate and locations for the development of business, commerce, industry and tourism;
- (h) to establish or support organisations or programs that benefit people in its area or local government generally;
- (i) to manage and, if appropriate, develop, public areas vested in, or occupied by, the council;
- (j) to manage, improve and develop resources available to the council;
- (k) to undertake other functions and activities conferred by or under an Act.



ATTACHMENT 3

Possible Approaches to Structural Reform

South Australia Local Government Act

Following negotiations between the State government and the Local Government Association the South Australian Act was amended in 2018 to introduce a new, more flexible process for structural reform, set out in sections 26-32C (see below). Importantly, section 26(d) states that *the Commission should, so far as is relevant, give preference to structural changes that enhance the capacity of local government to play a significant role in the future of an area or region from a strategic perspective.*

Other principles (section 26(1)(c)) are as follows:

- i. the resources available to local communities should be used as economically as possible while recognising the desirability of avoiding significant divisions within a community;
- ii. proposed changes should, wherever practicable, benefit ratepayers;
- iii. a council should have a sufficient resource base to fulfil its functions fairly, effectively and efficiently;
- iv. a council should offer its community a reasonable range of services delivered on an efficient, flexible, equitable and responsive basis;
- v. a council should facilitate effective planning and development within an area, and be constituted with respect to an area that can be promoted on a coherent basis;
- vi. a council should be in a position to facilitate sustainable development, the protection of the environment and the integration of land use schemes;
- vii. a council should reflect communities of interest of an economic, recreational, social, regional or other kind, and be consistent with community structures, values, expectations and aspirations;
- viii. a council area should incorporate or promote an accessible centre (or centres) for local administration and services;
- ix. the importance within the scheme of local government to ensure that local communities within large council areas can participate effectively in decisions about local matters;
- x. residents should receive adequate and fair representation within the local government system, while over-representation in comparison with councils of a similar size and type should be avoided (at least in the longer term);
- xi. a scheme that provides for the performance of functions and delivery of services in relation to 2 or more council (for example, a scheme for regional governance) may improve councils' capacity to deliver services on a regional basis and therefore offer a viable and appropriate alternative to structural change.

Key elements of the process set out in sections 27-32C of the Act include:

- Responsibility for processing boundary changes transferred from the former Boundary Adjustments Facilitation Board to the Grants Commission, which operates with a very high level of independence and determines the guidelines under which the process operates.
- The Minister is limited to being one party who can propose boundary changes or mergers for the Commission's consideration, and making the final decision to accept or reject the



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Commission's recommendation – a decision to reject the Commission's recommendation must be reported to Parliament.

- Changes or mergers can also be proposed by local governments (groups or individual), by either house of Parliament, and by a specified number of eligible electors.
- The Commission can decide not to investigate a proposal it considers trivial, a repeat of a previous proposal, or in some other way inappropriate or contrary to the public interest.
- Minor ('administrative') proposals can be processed quickly by the Commission with or without community consultation.
- A two-stage process is required for major ('general') changes – preliminary analysis followed (if considered appropriate) by detailed investigation and extensive community consultation (some sort of public inquiry).
- No requirement for binding referenda.
- All the Commission's findings and recommendations must be reported publicly on a website.



ATTACHMENT 4

Example of Principles for Inter-Governmental Relations

British Columbia Community Charter Act

Section 23. Agreements with other public authorities

- (1) A council may make agreements with a public authority respecting
 - a) activities and services within the powers of a party to the agreement, including agreements respecting the undertaking, provision and operation of activities and services,
 - b) operation and enforcement in relation to the exercise of authority to regulate, prohibit and impose requirements within the powers of a party to the agreement, and
 - c) the management of property or an interest in property held by a party to the agreement.

Principles of municipal-provincial relations (given effect in sections 276 and 277)

- (1) The citizens of British Columbia are best served when, in their relationship, municipalities and the Provincial government
 - a) acknowledge and respect the jurisdiction of each,
 - b) work towards harmonization of Provincial and municipal enactments, policies and programs, and
 - c) foster cooperative approaches to matters of mutual interest.
- (2) The relationship between municipalities and the Provincial government is based on the following principles:
 - a) the Provincial government respects municipal authority and municipalities respect Provincial authority;
 - b) the Provincial government must not assign responsibilities to municipalities unless there is provision for resources required to fulfill the responsibilities;
 - c) consultation is needed on matters of mutual interest, including consultation by the Provincial government on
 - (i) proposed changes to local government legislation,
 - (ii) proposed changes to revenue transfers to municipalities, and
 - (iii) proposed changes to Provincial programs that will have a significant impact in relation to matters that are within municipal authority;
 - d) the Provincial government respects the varying needs and conditions of different municipalities in different areas of British Columbia;



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- e) consideration of municipal interests is needed when the Provincial government participates in interprovincial, national or international discussions on matters that affect municipalities;
- f) the authority of municipalities is balanced by the responsibility of the Provincial government to consider the interests of the citizens of British Columbia generally;
- g) the Provincial government and municipalities should attempt to resolve conflicts between them by consultation, negotiation, facilitation and other forms of dispute resolution.



5.5 Local Government Review Panel Final Report (05-034-01-0001 TB)

Tony Brown, Executive Manager Governance and Organisational Service
James McGovern, Manager Governance

WALGA carried out an extensive consultation process on Phase 2 of the Local Government Act Review in 2018/19, culminating in sector positions being endorsed by State Council in March 2019. This agenda item considers the Local Government Review Panel's recommendations in the context of the sector's current advocacy positions.

The Minister for Local Government has not considered the Panel's recommendations at this stage and has not requested a consultation process on the report. WALGA is taking the opportunity to obtain a sector opinion on the recommendations to provide to the Minister.

The Recommendations below are subject to Zone input and all Zone recommendations will be collated into a consolidated recommendation that will be provided for State Council consideration at its meeting on 2 September 2020.

Recommendations

1. That WALGA SUPPORT the following Recommendations from the Local Government Review Panel Final Report:

- Recommendations 1, 2, 3, 4, 6 and 7;
- Recommendation 8;
- Recommendation 11;
- Recommendations 12, 13 and 14;
- Recommendation 15;
- Recommendations 16 and 17;
- Recommendation 24;
- Recommendations 25(b) to (f);
- Recommendations 26(b), (d), (e) and (f);
- Recommendations 28, 29, 30, 31, 32(1)(a) to (o) and 32(2)(a);
- Recommendations 33 and 34;
- Recommendations 36 and 37;
- Recommendations 38(c), (d) and (e);
- Recommendations 39, 40, 41(a) to (g) and (i);
- Recommendation 42;
- Recommendations 43 and 44;
- Recommendations 45, 46, 47, 48 and 49;
- Recommendations 50, 51 and 52;
- Recommendation 54;
- Recommendations 55(a), (b), (d), (e), (f), (h) and (i);
- Recommendation 56;
- Recommendation 57;
- Recommendation 59;

- Recommendations 62 and 63;
 - Recommendation 64(c);
 - Recommendations 65(a) to (e).
2. That WALGA OPPOSE the following Recommendations from the Local Government Review Panel Final Report:
- Oppose Recommendation 5;
 - **Oppose Recommendation 19;**
 - Oppose Recommendations 23 and 25(a);
 - Oppose Recommendation 26(c);
 - Oppose Recommendations 32(2)(b) and (c);
 - Oppose Recommendation 35;
 - Oppose Recommendations 38(a) and (b);
 - Oppose Recommendation 41(h);
 - Oppose Recommendations 53(a) and (b);
 - Oppose Recommendations 55(c) and (g);
 - Oppose Recommendation 58;
 - Oppose Recommendation 60;
 - Oppose Recommendation 61;
3. That WALGA CONDITIONALLY SUPPORT the following Recommendations from the Local Government Review Panel Final Report as described:
- Recommendations 9 and 10 and but oppose any proposal to remove the poll provisions (Dadour provisions) in Schedule 2.1, Clause 8 of the Local Government Act;
 - Recommendation 18 and reiterate WALGA's current advocacy position that there be adequate funding of legislative responsibilities assigned to Local Governments in relation to service delivery to remote Aboriginal communities;
 - Recommendations **20, 21 and 27** in support of a broad review of the property franchise including a community consultative process;
 - Recommendation 26(a) conditional upon a review of the relative benefits and merits of changes to reduce numbers of Elected Members on Council be supported, on the following basis:
 - Populations up to 5,000 – 5 to 7 Councillors (incl. President)
 - Populations between 5,000 and 75,000 – 5 to 9 Councillors (incl. Mayor/President)
 - Populations above 75,000 – up to 15 Councillors (incl. Mayor);
4. That WALGA carry out further consultation on the following Recommendations from the Local Government Review Panel Final Report:
- Recommendation 22 – **All In/All Out Elections;**
 - Recommendations 64(a) and (b) - WALGA
 - Recommendation 65(f) – Transfer of Employee Entitlements

Executive Summary

- In 2017 the State Government announced a review of the *Local Government Act 1995*.
- Given the breadth of matters covered by the Local Government Act, a staged approach to the review was adopted:
 - Stage one: priority reforms
 - Stage two: wide ranging reforms leading to a new LOCAL Government Act
- This agenda item relates to the Stage 2 reforms. The Department of Local Government carried out a consultation process in 2018/19 where over 3,000 submissions were received.
- The Minister for Local Government appointed an Independent Panel to consider submissions received by the Department of Local Government Sport and Cultural Industries on the review of the Local Government Act in November 2019.
- The Panel's report has made 65 recommendations
- The Panel's report does not represent Government policy; the Minister for Local Government has stated the report will be considered as part of the Act Review process.
- This agenda item seeks a sector position on the recommendations. The recommendations to support, oppose or seek further consultation or information is proposed in this item.

WALGA Process

The Association recognizes the Report is a high level document that is based on identifying principles that will drive the development of a modern Local Government Act. The Association therefore considered the Report from the perspective of the sector's current advocacy positions.

This Item provides commentary on support for recommendations that met or where similar to adopted advocacy positions. This Item also identifies significant departure from advocacy to the extent that support cannot be recommended without further sector consideration of WALGA's position.

Attachment

The Panel's Report can be found [here](#).

Comment

The following comment is a comparison of State Council's record of advocacy on matters raised in the Local Government Review Panel Final Report:



CLEAR LEGISLATIVE INTENT

Recommendations 1 to 7 – Introduction and Role and Functions of Local Government

Local Government Act Reference: Part 1

Recommendation 1 proposes a strategic approach to the consideration of the Report recommendations.

Recommendation 2 introduces a new statement of intent that will explain the legislations purpose:
An Act to provide for a system of local government relevant to Western Australia that develops and supports sustainable, accountable, collaborative and capable local governments through democratic representation, the provision of services, opportunities and enhanced well-being for each and every community.

Recommendation 3(a) to (j) proposes objectives for the legislative framework 'to support Local Governments having the agility, adaptability and flexibility to respond to changing community expectations and technology'.

Recommendation 4 proposes a shorter, less prescriptive Act that minimizes the use of regulations in favour of a principles-based approach.

Recommendation 5 proposes recognition of the diversity of Local Governments however it does not support a multi-tiered (size and scale) legislative framework.

Recommendation 6 proposes upholding the power of general competence predicated in the current Local Government Act.

Recommendation 7 (a) to (i) proposes guiding principles for sustainable, accountable, collaborative and capable Local Governments.

WALGA Comment – WALGA advocacy supports many of the proposals in Recommendations 1 to 7, principally that the Local Government Act Review be based on a 'Principles over Prescription' approach that avoids red tape and 'declutters' the extensive regulatory regime that currently exists¹ (Recommendations 3 and 4) and maintaining the general competence principle² (Recommendation 6) which frees Local Governments to make any decision that does not conflict with statute or common law. Recommendation 7 aligns with WALGA advocacy for enabling legislation.³ Recommendation 5 is unsupportive of WALGA advocacy that promotes a size and scale compliance regime⁴ and it is recommended that WALGA maintain its current advocacy for a Local Government Act that is reflective of the differences and diversity of Local Governments in Western Australia.

WALGA Recommendation: Support Recommendations 1, 2, 3, 4, 6 and 7. Oppose Recommendation 5

¹ State Council Resolution 06.3/2019 Items 1, 1(b) and 1(e)

² State Council Resolution 06.3/2019 Item 1(a)

³ State Council Resolution 06.3/2019 Item 1(d)

⁴ State Council Resolution 06.3/2019 Item 1(c)

AN AGILE SYSTEM

Recommendations 8 to 11 - Structural Reform

Local Government Act Reference: Part 1; Section 2.1(2) and Schedule 2.1, cl. 8

Recommendation 8 proposes to combine the Local Government Grants Commission and Local Government Advisory Board to form a Local Government Commission, with roles assigned that will engender a strategic approach to its operation including monitor the performance and financial health of the sector, the latter in collaboration with the Office of the Auditor General, in addition to traditional functions such as distributing Commonwealth grant funding to Local Governments and boundary changes. Establishment of the Commission under this strategic framework will require skills-based appointments rather than by representation.

Recommendations 9 and 10 supports a legislative framework that is flexible, responsive and resilient and capable of facilitating community participation. There are also specific proposals for structural reform including revised processes for boundary changes and mergers, enhanced model of joint subsidiaries (see Recommendation 14) and provision for the establishment of community boards. Commentary associated with Recommendation 9 sees flaws in the current poll provisions found in Clause 8 of Schedule 2.1 ('Dadour provisions') as being '*...unduly restrictive when Local Governments need to adapt to changing circumstances*'.

Recommendation 11 proposes the potential to establish community boards, with reference to examples of successful international models. While community boards might be formed in response to mergers or for use by large Local Governments to devolve certain responsibilities to community representatives, the proposal makes clear that the overall responsibility for decision-making and authority will rest with the 'parent' Local Government. See also Recommendation 33 'Community Engagement'.

WALGA Comment – WALGA does not have an advocacy position in relation to Recommendation 8 'Local Government Advisory Board' and this may be a matter for sector consultation. Recommendations 9 and 10 propose a legislative framework that has similar themes to WALGA's advocacy that the Local Government Act Review promote a flexible, principles-based legislative framework⁵.

WALGA has a long-standing advocacy position for the retention of the Dadour provisions that give electors a right to demand a poll on recommended amalgamations⁶. This advocacy is tied to the principle that the Dadour provisions are the ultimate expression of community support or rejection of amalgamation proposals. Although not a specific recommendation, the commentary appears contradictory to the general themes expressed throughout the Report for increased opportunities for community consultation⁷. The community board proposal in Recommendation 11 is similar to WALGA advocacy for community engagement that is based on principle rather than prescription⁸.

WALGA Recommendation: Support the general intent of Recommendations 8 and 9. Oppose any proposal to remove the poll provisions (Dadour provisions) in Schedule 2.1, Clause 8 of the Local Government Act. Support Recommendation 11.

⁵ State Council Resolution 06.3/2019 at 1(b)

⁶ State Council Resolution 06.3/2019; 121.6/2017; 108.5/2014

⁷ For example, Recommendations 9, 10(c), 11, 33, 34, 35

⁸ State Council Resolution 06.3/2019

Recommendations 12, 13 and 14 - Expanded Regional Cooperation

Local Government Act Reference: Part 3, Division 4

Recommendations 12 and 13 promotes expanding opportunities for regional cooperation between Local Governments under improved regional subsidiaries model for shared services, and through a new form of regional authority for specific issues. Recommendation 14 proposes an end to the regional council model in favour of regional cooperation models set out in the previous recommendations.

WALGA Comment – WALGA has a strong advocacy history in support of regional subsidiaries⁹ and is disappointed that the complexity of the existing legislative provisions means that no regional subsidiaries have formed since the Act amendment of 2016. WALGA has independently developed a revised version of regulations that limits unnecessary compliance without diluting transparency and accountability of regional subsidiaries, and therefore welcomes recommendations that will facilitate regional cooperation under this model.

WALGA is cognisant that regional councils are often formed for a singular purpose, most commonly waste management, yet compliance obligations are generally equivalent to that of a Local Government. It is current WALGA advocacy that the compliance obligations of regional councils should be reviewed¹⁰. It appears the recommendations will create a suitable opportunity for the transition of regional councils to a model more suitable to the participant Local Governments.

WALGA Recommendation: Support Recommendations 12, 13 and 14.

Recommendation 15 - State Local Government Partnership Agreement

Local Government Act Reference: Section 3.18

Recommendation proposes a set of principles for intergovernmental relations that makes clear Local Government's role and obligations as part of a broader system of government.

WALGA Comment – WALGA's advocacy is for a communication and consultation protocol that ensures a consultation process precedes regulatory or compliance changes that affect the sector¹¹. The current Partnership Agreement signed in 2017 is currently under review.

Section 3.18 'Performing executive functions' includes apparently similar objectives to Recommendation 15, whereby a Local Government considers matters such as; integration and coordination; avoidance of inappropriate duplication; and effective and efficient management of services and facilities that may also be provided by the State and Commonwealth. This creates adequate space for the general competence principle to apply when a Local Government considers the range and scope of its executive functions, services and facilities.

WALGA Recommendation: Support Recommendation 15.

⁹ State Council Resolutions 121.6/2017; 106.6/2016; 94.4/2011; 114.5/2010

¹⁰ State Council Resolution 06.3/2019

¹¹ State Council Resolution 2.1/2012

INCLUSIVE LOCAL DEMOCRACY

Recommendations 16 and 17 - Relations with Aboriginal Peoples and Communities and Recommendation 18 - Service Delivery in Remote Communities

Local Government Act Reference: Not mandated

Recommendations 16 and 17 contemplate a Local Government Act that includes recognition of the unique status of Aboriginal peoples and inclusion of mechanisms for consultation and engagement. Recommendation 18 recommends further consideration of service delivery to remote communities through improved integration with Integrated Planning and Reporting requirements.

WALGA Comment – WALGA’s advocacy recognises and respects Aboriginal cultural practices and places through development of Reconciliation Action Plans¹², and is supportive of efforts to improve the living conditions and governance in Aboriginal communities.¹³

There are 287 discrete Aboriginal communities in WA accommodating approximately 17,000 Aboriginal people spanning 26 Local Government districts. It is therefore inevitable that service delivery considerations are coordinated with State and Federal Government departments and agencies with relevant responsibilities, to mitigate against cost-shifting responsibility to individual Local Governments with limited financial capacity.

WALGA adopted the advocacy position that *‘the State Government must not assign legislative responsibilities to Local Governments unless there is provision for resources required to fulfil the responsibilities’*¹⁴.

The commentary associated with Recommendation 18 raises a necessary discussion regarding service delivery to remote Aboriginal communities but lacks detail on how the inter-governmental responsibilities and funding arrangements associated with efficient and timely service delivery can be better achieved.

WALGA Recommendation: Support Recommendations 16 and 17, and reiterate WALGA’s current advocacy position in relation to Recommendation 18, that there be adequate funding of legislative responsibilities assigned to Local Governments in relation to service delivery to remote Aboriginal communities.

Recommendation 19 - Optional Preferential Voting

Local Government Act Reference: Section 4.69, 4.74 and Schedule 4.1

The Report recommends a system of voting that better represents the community’s preference for candidates that is not currently delivered by a first past the post system, where a candidate does not require a clear majority of votes to be elected.

WALGA Comment – WALGA’s advocacy position supports the current ‘first past the post’ system. WALGA has previously opposed other forms of voting¹⁵ and the system of proportional preferential

¹² State Council Resolution 118.5/2012

¹³ State Council Resolution 64.3/2014

¹⁴ State Council Resolution 06.3/2019 at 1(f)

¹⁵ State Council Resolutions 185.2/2007 and 427.5/2008



voting was briefly introduced to the Local Government Act for one election cycle before being repealed and returned to first past the post voting in 2009¹⁶.

WALGA Recommendation: Oppose Recommendation 19 and any alternative voting system in favour of retaining the first past the post system.

Recommendations 20, 21 and 27 - Review of Property Franchise

Local Government Act Reference: Sections 4.30 → 4.35; Section 4.66

Recommendation 20 proposes mandating one vote per person, which is currently prescribed in Section 4.65 albeit in the context of the property franchise. Recommendation 21 proposes discontinuing enrolment entitlement through ownership or occupation of rateable property. Property franchise claims result in enrolment on the Owner's and Occupiers Roll, forming the second limb of voter entitlement alongside the Residents Roll.

The Expert Panel proposes increasing participation, consultation and involvement of business owners and operators by Local Governments including mechanism such as business advisory groups. Recommendation 27 recommends consultation be undertaken to determine whether the property franchise continue within the City of Perth, in concert with a review of the *City of Perth Act 2016*.¹⁷ Currently, Part 4 of the Local Government Act applies to the election of council members of the City of Perth, and Section 20 of the *City of Perth Act 2016* applies to the election of the Lord Mayor.

WALGA Comment – WALGA has not adopted an advocacy position relevant to the recommendations.

It is recommended that support be given to a broad consultative process with Local Governments, the business sector, communities and relevant stakeholders to assess whether or not owners and occupiers of rateable property should have a right to vote in a modern democratic electoral system.

WALGA Recommendation: Conditionally Support Recommendations 20, 21 and 27 in support of a review of the property franchise including a broad community consultative process.

Recommendation 22 - All In/All Out 4 Year Election Cycle

Local Government Act Reference: Section 4.5

Recommendation 22 proposes Elected Members be elected at the same time, every four years. This aligns with the election of State Parliamentarians. An acknowledged detriment is the potential loss of corporate knowledge due to non-election of experienced councillors, whereas benefits include potential increased participation by candidates and electors and reduced election costs to Local Governments.

WALGA Comment – There is no WALGA advocacy position relevant to this proposal. It is therefore recommended that the sector be consulted and the resultant views be considered in developing WALGA's advocacy position.

WALGA Recommendation: That the sector be consulted prior to WALGA considering its advocacy position in relation to Recommendation 22.

¹⁶ *Local Government Amendment (Elections) Act 2009*

¹⁷ *City of Perth Inquiry Report, Recommendation 144*

Recommendations 23, 24 and 25(a) – Conduct of Elections

Local Government Act Reference: Section 4.20 and 4.61

Recommendation 23 is that the Western Australian Electoral Commission (WAEC) take responsibility for all Local Government elections, with the consequence that a Local Government CEO will no longer be the Returning Officer of first resort. Recommendation supports electronic/online voting. Recommendation 25(a) adds to the currently mandated role of the WAEC by proposing all elections are by postal voting, ending the option on in-person voting.

WALGA Comment – WALGA advocates for an end to the WAEC’s enshrined monopoly on the conduct of postal elections by amending legislation to permit third parties to be service providers of postal elections¹⁸.

WALGA Recommendation: Support Recommendation 24; Oppose Recommendations 23 and 25(a); WALGA reiterates its position that third parties be permitted as service providers for postal elections.

Recommendations 25(b) to (f) - Other Election Proposals

Recommendation (b) proposed the extension of the election process to optimise participation. Recommendation 25(c) ‘Candidate Nomination Information’ is adapted from a model similar to Victorian legislation that requires candidates to respond to a set of questions prescribed by regulation in the form of a statutory declaration. Recommendation 25(d) – Caretaker Policies are increasingly evident in Local Government; in 2016, WALGA committed to develop the currently-available template Caretaker Policy¹⁹.

Recommendation 25(e) seems to reflect current legislation²⁰ and Recommendation (f) identifies the prospect that potential donations can be crowdfunded in the absence of a gift declaration and this is likely to undermine integrity of the election process.

WALGA Recommendation: Support Recommendations 25(b) to (f)

Recommendation 26(a) - Elected Member Numbers Based on Population

Local Government Act Reference: Section 2.17

The Report proposes the following structures for Elected Member positions on Council:

- (i) Population up to 5,000 – 5 Councillors (incl. President)

This proposal will capture approximately 81 Local Governments (1 metro, 80 non-metro)

- (ii) Population between 5,000 and 75,000 – 5 to 9 Councillors (incl. Mayor/President)

This proposal will capture approximately 47 Local Governments (19 metro, 28 non-metro)

- (iii) Population above 75,000 – 9 to 15 Councillors (incl. Mayor)

This proposal will capture approximately 11 Local Governments (10 metro, 1 non-metro)

¹⁸ State Council Resolution 06.3/2019

¹⁹ State Council Resolution 16.1/2016

²⁰ Regulations 30B and 30CA of the *Local Government (Elections) Regulations*



WALGA Comment – WALGA adopted an advocacy position in 2011 opposing a previous proposal to reduce the number of Elected Members to between 6 and 9²¹. At the time, WALGA requested a proper examination of the relative benefits and merits of any proposal to reduce numbers of Elected Members be conducted. There is still merit in reviewing numbers on Council and the proposal is worthy of consideration although limiting populations of up to 5,000 to a fixed number of 5 Councillors lacks the flexibility that is easily resolved by extending the maximum number of Councillors to 7.

WALGA Recommendation: Conditionally Support Recommendation 26(a) conditional upon a review of the relative benefits and merits of changes to reduce numbers of Elected Members on Council be supported, on the following basis:

- (i) Populations up to 5,000 – 5 to 7 Councillors (incl. President)
- (ii) Populations between 5,000 and 75,000 – 5 to 9 Councillors (incl. Mayor/President)
- (iii) Populations above 75,000 – up to 15 Councillors (incl. Mayor)

Recommendation 26(b) to (f) – Wards, Mayor/President Election and Term Limits

Local Government Act Reference: Part 2 and Part 4; Schedule 2.2

Recommendation 26 (b) to (f) proposes a number of adjustments associated with Recommendation 8 - Local Government Advisory Board/Local Government Commission. These proposals include:

- Recommendation 26(b) - system of ward boundary reviews;
- Recommendation 26(c) - discontinuance of ward boundaries for Band 3 and 4 Local Governments;
- Recommendation 26(d) - phasing in of proposals under Recommendation 26(a);
- Recommendation 26(e) - continuance of two year election cycle for Council-elected Mayors/Presidents; and
- Recommendation 26(f) - no limits to be placed on terms Elected Members and elected Mayor/President can serve.

WALGA Comment – Recommendation 26(e) aligns with WALGA advocacy that Local Governments retain the right to determine whether the Mayor / President will be elected by the Council or the community.²² WALGA has not adopted advocacy positions specific to the remaining proposals however Recommendation 26(c) conflicts with the general competence principle and the current self-determination inherent in the current ward review system. WALGA supports the ability for all Local Governments, not merely those in Band 3 and 4, to consider the merits of its system of representation and election on the basis of community of interest; physical and topographical features; demographic trends; economic factors and the ratio of Councillors to electors in the various wards.²³

²¹ State Council Resolution 08.1/2011 – ‘Reject the reduction in the number of Elected Members to between 6 and 9, and request the Minister engage the Department of Local Government in research to determine the relative benefits and merits of the proposal prior to further discussion with the Local Government sector’

²² State Council Resolution 06.3/2019; 121.6/2017

²³ How to conduct a review of wards and representation for local governments with and without a ward system – Department of Local Government, Sport and Cultural Industries - October 2017, Page 6



WALGA supports the general intent of Recommendation 8 and similar support is proposed to the exclusion of Item (c).

WALGA Recommendation: Support Recommendations 26(b), (d), (e) and (f). Oppose Recommendation 26(c).

Recommendations 28 to 32 - Redefinition of Roles and Responsibilities

Local Government Act Reference: Sections 2.7, 2.8, 2.10 and 5.41

Recommendation 28 sets the scene for Recommendations 29 to 32 by suggesting revised statements of roles and responsibilities that are specific to address the following issues:

- Community leadership
- Strategic planning
- Continuous improvement
- Executive function (for mayors/presidents)
- Guiding the CEO (for mayors/presidents)
- Training

WALGA Comment – Recommendations 28, 29, 30 and 31 are supported. Recommendations 32(1)(a) to (o), and 32(a) are supported. WALGA opposes Council involvement in matters relating to senior employees²⁴ as this conflicts with the role of the CEO as employing authority of all employees under Sec. 5.41(g) of the Local Government Act.

Recommendations 32(2)(b) and (c) are opposed. These recommendations seek to perpetuate ongoing Council involvement in matters relating to senior employees. WALGA points out that Regulation 9(1) of the *Local Government (Rules of Conduct) Regulation* was amended on 15 August 2020 to remove reference to Councillor involvement in administration where authorised by the Council to undertake that task.

This amendment directly relates to past findings such as the City of Canning Inquiry 2014, where the Inquirer noted this Regulation was used to involve Council in a matter directly related to the CEO's employing authority functions:

*'Reg. 9(1) of the Local Government (Rules of Conduct) Regulations 2007 is a rule of conduct, and is not, by itself, a source of authority for intervention by the Council in Administration activities.'*²⁵

WALGA Recommendation: Support Recommendations 28, 29, 30, 31, 32(1)(a) to (o) and 32(a). Oppose Recommendations 32(2)(b) and (c) to conclusively ensure that a Council cannot involve itself in the functions of the Chief Executive Officer as set out in Section 5.41 of the Local Government Act.

Recommendations 33 and 34 – Community Engagement and Governance

Local Government Act Reference: Sections 2.7, 2.8, 2.10 and 5.41

Recommendation 33 proposes a range of community engagement principles, and Recommendation 34 proposes a Community Engagement Charter be required as a mechanism for guiding and enhancing community participation in local decision-making.

²⁴ State Council Resolution 123.6/2017

²⁵ Report of the Panel of Inquiry into the City of Canning, May 2014 at 9.53



WALGA Comment – WALGA advocates that Local Governments adopt a Community Engagement Policy, with each Local Government to implement the most appropriate means of engagement²⁶.

WALGA Recommendation: Support Recommendations 33 and 34.

Recommendation 35 – Annual Engagement with Electors

Local Government Act Reference: Sections 5. 27

Recommendation 35 proposes a lesser version of the opportunity already available to electors but poorly attended historically. This raises the prospect that, in the absence of the opportunity to move motions at meetings, the proposed annual meeting will follow a similar trend.

WALGA Comment – WALGA advocates that Elector’s General Meetings should not be compulsory, on the basis that there is adequate opportunity for the public to participate in the affairs of the Local Government through attendance at Council Meetings, participating in public question time, requesting special electors’ meetings etc²⁷.

WALGA Recommendation: Oppose Recommendation 35 and seek amendment to the Act to ensure Electors’ General Meetings are not compulsory.

²⁶ State Council Resolution 06.3/2019

²⁷ State Council Resolution 06.3/2019; 121.6/2017; 09.1/2011



SMART PLANNING AND SERVICE DELIVERY

Recommendations 36 and 37 - Enhanced Integrated Planning and Reporting

Local Government Act Reference: Section 5.56; Local Government (Administration) Regulations Part 5, Division 3

Recommendation 36 and 37 propose enhanced Integrated Planning and Reporting principles and provisions and that Audit, Risk and Improvement Committee monitor performance against baseline measures including financial management, service delivery and community well-being.

WALGA Comment – WALGA has supported the Integrated Planning and Reporting framework dating back to the Systemic Sustainability Study of 2008 and broadly supported the regulatory amendments introduced in 2011.

WALGA Recommendation: Support Recommendations 36 and 37

Recommendations 38(a) and (b) – Minimum Service Levels

Local Government Act Reference: Section 3.18

Recommendations 38(a) and (b) are separated for independent consideration due to the potential for extensive consequences to the Local Government sector. Recommendation 38(a) proposes a minimum level of service delivery established as a statutory obligation, and Recommendation 38(b) proposes a qualified reserve power whereby the Minister for Local Government responds to a failure to deliver the minimum services by issuing an enforceable direction.

WALGA Comment: WALGA's closest advocacy positions to Recommendation 38 is 'principles over prescription' together with upholding the General Competence Principle²⁸. Recommendation 38(a) appears intended to create a commonality of service delivery that is potentially measurable across the sector, with service delivery outcomes either legislated or directed by the Minister for Local Government. This approach is anathema to the General Competence Principle that permits Local Governments to independently determine appropriate levels of service.

It is noted that continuance of the General Competence Principle is supported in Recommendation 6, but the contradictory nature of Recommendation 38(a), that determination of some services will be taken out of the hands of Local Governments and their communities, is neither identified nor examined in the Report.

Recommendation 38(b) is intended as a qualified reserve power however the associated commentary includes reference to directions relating to a natural disaster or a pandemic. The Local Government sector's experiences during the COVID-19 pandemic did not bring to light any deficiency in the capacity of the State Government to manage issues arising from a pandemic that would require the Minister for Local Government to assume emergency direction powers – see also Recommendation 58. WALGA advocates that the State Government ensure there is proper provision for resources required to fulfil any legislated responsibility²⁹.

WALGA Recommendation: Oppose Recommendation 38(a) and (b) and reiterate support for Recommendation 6 'General Competence Principle'.

²⁸ State Council Resolution 06.3/2019 Items 1(a) and (b); 120.6/2017

²⁹ State Council Resolution 06.3/2019 Item 1(f)

Recommendations 38(c), (d) and (e) – Service Levels and IPR

Local Government Act Reference: Section 5.56; Part 5, Division 3 Local Government (Administration) Regulations

Recommendations 38(c), (d) and (e) propose a range of measures to align financial sustainability principles and services and programs to the integrated planning and reporting framework, and to conduct regular service delivery reviews including community consultation.

WALGA Comment: WALGA supported the introduction of the Integrated Planning and Reporting ‘planning for the future’ provisions and the above recommendations broadly align with current level of maturity in community consultation processes and examination of service delivery leading to the development of Strategic Community Plans and Corporate Business Plans.

WALGA Recommendation: Support Recommendations 38(c), (d) and (e)

Recommendations 39 to 42 - Local & Joint Subsidiaries

Local Government Act Reference: Part 3, Division 4

Recommendation 39 proposes Integrated Planning and Reporting frameworks be cognisant of State Government plans when developing strategies for economic development.

Recommendation 40 proposes the new Local Government Act provide freedom for commercial activities, linking with Recommendation 41 which, whilst recommending against a beneficial enterprise model, makes positive recommendations for the support of commercial activities under an updated subsidiary model required to observe competitive neutrality principles. Recommendation 42 supports the use of regional subsidiary models unless qualified by the requirement to form an entity where the Local Government is not the dominant party.

WALGA Comment – It is noted that Recommendation 41(a) to (i) details the elements required for a flexible subsidiary model, including a proposal under 41(h) that employees of a subsidiary fall within the jurisdiction of the WA Industrial Relations Commission. This conflicts with current WALGA advocacy that such a transfer is conditional upon modernisation of the State system to be more consistent with the Federal industrial relations system³⁰.

WALGA has a long-held advocacy position for the creation of Beneficial Enterprises³¹ with support for a vehicle for commercial activity (‘Council-controlled organisations’) dating back to WALGA’s Systemic Sustainability Study 2008³².

WALGA Recommendation: Support Recommendations 39, 40, 41(a) to (g) and (i) and 42. Oppose Recommendation 41(h).

³⁰ State Council Resolution 78.5/2018

³¹ State Council Resolutions 06.3/2019; 121.6/2017; 107.5/2010; 114.5/2010

³² *The Journey: Sustainability into the Future* - Action 21, Page 49

Recommendations 43 and 44 - Modernise Financial Management

Local Government Act Reference: Part 6; Local Government (Financial Management) Regulations

Recommendation 43 proposes a modern set of principles to modernise financial management.

Recommendation 44 proposes a selection of measures in support of sound financial decision-making.

WALGA Comment – WALGA supports the general intent of the recommendations, aligning as they do with a number of advocacy positions³³ including:

- Conduct a complete review of financial management provisions
- Freehold land be used to secure debt
- Enable Building Upgrade Finance

WALGA notes that the Report of the Inquiry into the City of Perth makes a number of recommendations³⁴ relating to financial management of all Local Governments including:

- Recommendation 188 : Establishment of Financial Management Instructions;
- Recommendation 189 : The 'WA Accounting Manual' dated September 2012 be reviewed and updated;
- Recommendation 190 : The format of format of the annual budget and financial report be prescribed for consistency across local government'

WALGA Recommendation: Support Recommendations 43 and 44

Recommendation 45 to 49 - Procurement

Local Government Act Reference: Section 3.57; Local Government (Functions and General) Regulations Part 4

Recommendation 45 proposes procurement thresholds, rules and policies be more closely aligned with the State Government. Recommendation 46 proposes a model Procurement Policy be adopted by all Local Governments. Recommendations 47 and 48 propose enhancing panel contracts and encouraging local business to register as local content providers. Recommendation 49 introduces the prospect that breaches of procurement rules be referred to an Independent Assessor for investigation.

WALGA Comment – WALGA has consistently supported the alignment of the tender threshold with that of the State Government³⁵ and broadly supports the principle that suppliers of goods, services and works competing for contracts will benefit where procurement processes across State and Local Government has more similarities than differences. These proposals will also assist recent endeavours of both State and Local Government to enhance opportunities for local and regional suppliers to access contracts and boost local economies in the post COVID-19 recovery phase.

WALGA Recommendation: Support Recommendations 45, 46, 47, 48 and 49

³³ State Council Resolution 06.3/2019

³⁴ City of Perth Inquiry Report, Volume 3, Page 83

³⁵ State Council Resolution 06.3/2019

Recommendations 50, 51 and 52 - Rating and Revenue

Local Government Act Reference: Part 6; Local Government (Financial Management) Regulations

Recommendation 50(a) opposes rate capping and 50(c) proposes a broad review of rate exemptions available under Section 6.26(2) of the Local Government Act in recognition of the limitation this places on capacity to raise revenue. Further proposals include development and publication a Local Governments rates and revenue strategies (50b) and a review by the Valuer General of rating methodologies (50 g). Recommendation 51 aligns with the current provisions in Sec 6.17 of the Local Government Act which requires the setting of fees and charges to consider; the cost of providing the service; importance of the service to the community; and the price of alternative providers might charges for similar service.

Recommendation 52 recommends cost recovery principles be adopted when Local Government and State Government set fees and charges.

WALGA Comment – WALGA’s advocacy opposes rate capping³⁶ and there is long-standing support for a review of general rate exemption provisions and charitable land use rate exemptions³⁷ initially examined by the Local Government Advisory Board in 2005³⁸. WALGA also supports a review of the basis of rates³⁹ and this may be incorporated in Recommendation 50(g).

WALGA’s advocacy position in relation to Recommendation 52 is that Local Government to be empowered by legislation to set fees and charges for all services it provides in favour of the current arrangement whereby many fees and charges are determined by State Government legislation⁴⁰.

The Office of the Auditor General regularly audits State Government fee-setting in line with Government policy:

It is general government policy that fees should fully recover the cost of providing related services. If fees under-recover costs, this could mean the general public is subsidising customers, while over-recovery could mean customers are being charged too much. Any under or over-recovery of costs requires approval from the Minister or authority from legislation, respectively.⁴¹

WALGA’s long-held concern is that the State Government’s policy is inadequately applied to Local Government service delivery (town planning fees, building fees, dog and cat registration etc) and Local Governments experience a net revenue loss due to inherent issues of:

- Lack indexation
- Lack from regular review
- Lack a transparent methodology in setting of fees and charges

WALGA Recommendation: Support Recommendations 50, 51 and 52; continue to advocate for legislation that empowers Local Governments to set fees and charges for all services it delivers.

³⁶ State Council Resolution 06.3/2019; 96.6/2015; 118.7/2015 incl. Rate Setting Policy Statement

³⁷ State Council Resolution 06.3/2019; 122.6/2017; 118.7/2015; 5.1/2012

³⁸ Local Government Advisory Board’s Inquiry into the Operation of Section 6.26(2)(g) of the Local Government Act 1995 – November 2005

³⁹ State Council Resolution 06.3/2019; 123.6/2017

⁴⁰ State Council Resolution 06.3/2019; Metropolitan Local Government Reform Submission 2012

⁴¹ Report 13 ‘Fee-setting by the Department of Primary Industries and Regional Development and Western Australia Police Force’ December 2019 - Executive Summary, Page 3

ACCOUNTABILITY, SELF-REGULATION AND INTEGRITY

Recommendations 53 and 54 - Accountability and Self-Regulation

Local Government Act Reference: Part 7 (Audit); Local Government (Audit) Regulations

Recommendation 53 recommends an expanded Audit, Risk and Improvement Committee with Recommendation 53(a) and (b) proposes that skills-based independent members hold the majority of numbers, and the Chair, of the Committee, and regional committees be formed to offset potential increased costs.

Recommendation 54 proposes an expanded role for the Audit, Risk and Improvement Committee including an audit plan approach focussing on compliance, risk (including procurement), financial management, fraud control, governance and delivery of plans.

WALGA Comment – WALGA’s advocacy supported the Office of the Auditor General WA conducting Local Government finance and performance audits⁴². The self-regulation themes within Recommendation 54 are supported, however Recommendation 53(a) and (b) proposals for a majority of independent members, potentially drawn from a panel of approved suppliers or shared through regional cooperation arrangements, does not include a benefits analysis and there is no evidence the regional cooperation approach will lessen internal audit costs particularly for rural and regional Local Governments.

WALGA Recommendation: Oppose Recommendation 53(a) and (b). Supports Recommendation 54.

Recommendation 55 – Integrity and Governance

Local Government Act Reference: Part 7 (Audit); Local Government (Audit) Regulations

Recommendation 55(a) to (i) propose a range of governance measures to improve integrity, oversight and public participation.

WALGA Comment – Recommendations (f), (g) and (h) align with the Department of Local Government, Sport and Cultural Industries current development of Mandatory CEO Standards for Recruitment, Performance Review and Termination (associated with the *Local Government Amendment Legislation Act 2109*) and it is likely this body of work will continue to be dealt with independent of this Report. WALGA’s current advocacy position includes opposition to item (g), the mandatory readvertising of the CEO position upon completion of two five year terms.⁴³

The proposal under item (c), permitting elected members unable to maintain impartiality to withdraw from a meeting and not vote, is clearly unworkable where the meeting quorum comes under threat and is opposed.

WALGA Recommendation: Support Recommendation 55(a), (b), (d), (e), (f), (h) and (i). Oppose Recommendations 55(c) and (g).

⁴² State Council Resolution 7.1/2018

⁴³ State Council Resolution 145.7/2019

Recommendation 56 – Training and Development

Local Government Act Reference: Section 5.126 and Regulations 35 and 36 of the Local Government (Administration) Regulations

Recommendation 56 updates the recently introduced Elected Member training provisions.

WALGA Recommendation: Support Recommendation 56

Recommendation 57 and 58 – Early Intervention Framework

Local Government Act Reference: Part 8

Recommendation 57 proposes an early intervention framework whereby the Department of Local Government, Sport and Cultural Industries works with Local Governments to improve performance, governance and compliance. Recommendation 58 proposes the Minister for Local Government should have powers to direct Local Governments and make declarations during a declared state of emergency.

WALGA Comment – WALGA does not have advocacy positions in relation to either recommendation. Recommendation 38(b) introduced commentary on this topic and it is reiterated the Local Government sector's experiences during the COVID-19 pandemic did not bring to light any deficiency in the capacity of the State Government to manage issues arising from the pandemic that would require providing the Minister for Local Government with additional emergency powers. A matter of this significance should be considered in the broad context of the State Government's assessment its capacity to respond during the present state of emergency period, rather than dealt with piecemeal in a review of the Local Government Act.

WALGA Recommendation: Support Recommendation 57. Oppose Recommendation 58.

Recommendations 59 and 60 – Office of the Independent Assessor

Local Government Act Reference: Part 8; Section 5.41

Recommendation 59 (a) to (f) proposes conditions upon which an Office of the Independent Assessor might be established, including taking the functions of the Local Government Standards Panel.

Recommendation 60 proposes consideration of managing complaints by Elected Members against a CEO or other senior officer, with potential complaints be investigated by the Independent Assessor.

WALGA Comment – WALGA has a long-standing advocacy position for improvement to the operational efficiency of the Local Government Standards Panel.⁴⁴

The proposal in Recommendation 59 to create the Office of the Independent Assessor resonates in some regard with Recommendation 323, 324 and 325 of the Report of the Inquiry into the City of Perth.⁴⁵

⁴⁴ State Council Resolution 43.2/2011

⁴⁵ City of Perth Inquiry Report Recommendations Pp. 108 - 110



Recommendation 60 has the potential to overlay with other statutory provisions relating to employment law, and it is unclear whether the Report has considered the appropriateness of a proposal which will permit individual Elected Members, rather than the Council acting collectively as the employing authority, to instigate actions relating to a CEO's performance. Similarly, it is current practice that all complaints relating to other local government employees fall within the function of the CEO as the employing authority under Section 5.41(g) of the Act.

WALGA Recommendation: Support Recommendation 59. Oppose Recommendation 60.



OTHER MATTERS

Recommendation 61(a) and (b) – Classification Bands

Local Government Act Reference: Schedule 2.2

Recommendation 61(a) proposes the principles for determining classification and for Local Governments should be set out in the new Act, and Recommendation 61(b) states that once established they be utilized by the Salaries and Allowances Tribunal to determine Councillor and CEO allowances and remuneration.

WALGA Comment – WALGA has a long-standing advocacy position in relation to appropriate levels of remuneration for Elected Members.⁴⁶ The commentary accompanying Recommendation 61(b) informs the rationale for removing the classification band process from the *Salaries and Allowances Act 1975* to the *Local Government Act 1995* is to provide a broader application of the band system to other matters including whether a Local Government should have wards, This ties Recommendation 61(a) and (b) to Recommendation 26(c) that has the intent of discontinuing wards in Band 3 and 4 Local Government, which WALGA does not support.

WALGA Recommendation: Oppose Recommendation 61.

Recommendations 62 and 63 - Harmonisation of Local Laws

Local Government Act Reference: Section 3.5 to 3.17

Recommendations 62 and 63 propose increased harmonisation of Local Laws by developing model Local Laws and deemed provisions, with Local Government responsible for justifying any departure or variation from the models or provisions.

WALGA Comment – WALGA advocates for improvements to the current local law-making process and independent local law scrutiny conducted by Parliament's Delegated Legislation Committee⁴⁷. Consistent Models and deemed provisions will greatly enhance certainty in the local law-making process whilst ensuring the right for Local Governments to argue for and justify departures and variances that suit local conditions, issues and needs.

WALGA Recommendation: Support Recommendations 62 and 63

⁴⁶ State Council Resolution 06.3/2019; WALGA Submission to the Salaries and Allowances Tribunal – 21 February 2019

⁴⁷ State Council Resolution 06.3/2019



Recommendation 64 - WALGA

Local Government Act Reference: Section 9.58

Recommendation 64 recommends the following in respect to WALGA;

- (a) WALGA not be constituted under the new Act;
- (b) A transition period is provided to ensure continuity in operations of WALGA while it is re-formed under other legislation; and
- (c) Recognition of WALGA's Preferred Supplier Program and mutual insurance coverage in the legislation should be accompanied by appropriate oversight measures, including auditing.

WALGA Comment – From the Local Governments sector perspective it is critical to retain WALGA's services status in the legislation and regulations relating to the Preferred Supplier Program and the Insurance service, as these programs provide significant savings for the Local Government sector.

In respect to whether WALGA's establishment is referenced in the Local Government Act, it is appropriate for the Association to obtain legal advice on any negative consequences this may have.

WALGA Recommendation: Support recommendation 64(c) for WALGA services retention in the Local Government Act relating to the Preferred Supplier Program and the Local Government Insurance Service. Further advice required in respect to recommendation 64(a) and (b)

Recommendation 65 – Operational Provisions

Local Government Act Reference: Various

Recommendation 65 (a) to (f) proposes a number of operational matters for future consideration.

WALGA Comment – The proposals align with WALGA's advocacy to the extent that the new Local Government Act be based on a flexible, principles-based legislative framework that avoids red tape and 'de-clutters' the current extensive regulatory regime.⁴⁸

There is general support is therefore for these operational provisions, however Recommendation 65(f) – transfer of employee entitlements across all three levels of Government – though well intended is highly likely to raise extensive legal, industrial and financial ramifications prior to being capable of implementation. Further research and industrial consideration is therefore inevitable.

WALGA Recommendation: Support Recommendations 65(a) to (e). Conditionally support Recommendation 65(f) pending further research and industrial consideration.

⁴⁸ State Council Resolution 06.3/2019 Items 1(b) and (e)