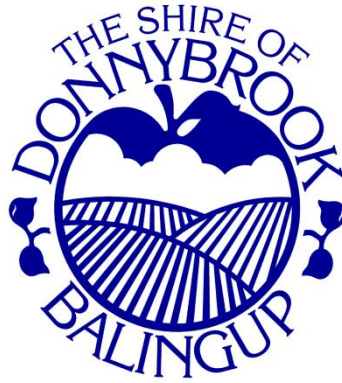




ATTACHMENTS

Ordinary Council Meeting – 23 September 2020

- 7.1(1) Minutes Ordinary Council Meeting 26 August 2020
- 9.1.1(1) Location Plan
- 9.1.1(2) Locality Plan
- 9.1.1(3) Site Plan
- 9.1.1(4) Elevation and Floor Plan
- 9.1.1(5) Full Copy of Submission
- 9.2.1(1) Schedule of Accounts Paid
- 9.2.2(1) Monthly Financial Report – July 2020
- 9.2.3(1) Community Grants Guidelines – 2019/20
- 9.2.3(2) Application for Kirup Community Garden
- 9.2.3(3) Application to Vary Purpose of Grant
- 9.3.1(1) Correspondence from DLGSCI



MINUTES OF ORDINARY COUNCIL MEETING 26 AUGUST 2020

Held on

Wednesday 26 August 2020

Commencing at 5.00pm

Shire of Donnybrook Balingup Council Chambers, Donnybrook

A handwritten signature in black ink, appearing to read "Ben Rose", with a long horizontal flourish extending to the right.

**Ben Rose
Chief Executive Officer**

27 August 2020

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SHIRE OF DONNYBROOK BALINGUP
MINUTES OF ORDINARY COUNCIL MEETING

Held at the Council Chambers
Wednesday 26 August 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 5.00pm 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 Leanne Wringe	

PUBLIC GALLERY

3 attendees

2.1 APOLOGIES

Nil.

2.2 APPROVED LEAVE OF ABSENCE

Nil.

2.3 APPLICATION FOR A LEAVE OF ABSENCE

COUNCIL RESOLUTION 114/20

Moved Cr Newman

Seconded Cr Sercombe

That Cr Chris Smith be granted a leave of absence from the Ordinary Council Meeting held 26 August 2020.

CARRIED 8/0

3 ANNOUNCEMENTS FROM PRESIDING MEMBER

The Shire President acknowledged 2019-20 has been a difficult year amidst an international pandemic and the findings of the April 2020 budget review identifying a \$900,000 deficit, \$800,000 of which related to the performance of Tuia Lodge.

The Shire President expressed the Council's appreciation to staff and in particular the Executive Manager Corporate and Community for many hours spent breaking down costs and being able to come forward with a projected end of financial year deficit for 2019/20 of \$29,583, as well as presenting an impressive 2020/21 Budget.

Cr Smith entered the meeting at 5.05pm.

4 DECLARATION OF INTEREST

Division 6: Sub-Division 1 of the *Local Government Act 1995*. Care should be taken by all Councillors to ensure that a financial/impartiality interest is declared and that they refrain from voting on any matter, which is considered to come within the ambit of the Act.

- Cr Smith declared a financial interest in item 9.1.1 as he is a contractor at times, for the applicant. Cr Smith will leave the Chamber for the duration of the item.
- Cr Sercombe declared a financial interest in item 9.1.2 as he has previously delivered contracted work on the subject property and is friends with the owner. Cr Sercombe will leave the Chamber for the duration of the item.
- The Chief Executive Officer declares a proximity interest in relation to item 9.2.3 as the Works Program supporting the Draft Budget proposes asset maintenance works to a residential road adjoining his home address.
- Cr Wringe declares a proximity interest in item 9.2.3 as the road adjoining her property is proposed for asset renewal and upgrade works this financial year. The Minister for Local Government has approved an application under section 5.69(3) of the *Local Government Act 1995* allowing Cr Wringe to fully participate in the discussion and decision making relating to this item. (*The approval letter was tabled and is provided as an attachment to the Minutes*).
- The Chief Executive Officer declares an impartiality interest in item 9.2.5 having personally purchased several tickets to the subject event.
- The Shire President declares an impartiality interest in item 9.2.5 having personally purchased several tickets to the subject event with his wife.
- Cr Smith declares an impartiality interest in item 9.2.5 as his wife has purchased a ticket to the event.

5 PUBLIC QUESTION TIME

5.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

5.2 PUBLIC QUESTION TIME

Mr Simon McInnes (received in writing prior to the Council Meeting)

The sports precinct was announced with much fanfare by the Premier of Western Australia and his Sports Minister and the plan was put on the Council website. A comprehensive business plan was required for the funding for the sports precinct. Could you please tell the rate payers –

- 1. How much will be paid by the football club to lease the new facility in 1 year after completion and 5 years after completion?*
- 2. How much will be paid by the Tennis club to lease the new facility in 1 year after completion and 5 years after completion?*
- 3. How much will be paid by the Netball club to lease the new facility in 1 year after completion and 5 years after completion?*
- 4. How much will be paid by the Hockey club to lease the new facility in 1 year after completion and 5 years after completion?*
- 5. How much will be paid by the Basketball club to lease the new facility in 1 year after completion and 5 years after completion?*
- 6. What is the estimate of the annual ongoing operational costs?*
- 7. What will be the annual costs of the loan including the principal?*
- 8. Will a manager be appointed to run the facility including the bar?*
- 9. As a percentage, how much of the ongoing costs will be covered by the leasing amount?*
- 10. If the leasing cost is deemed too high by a club because of the financial strain, and it declines to use the new facility will the pitches and courts currently in use be maintained to playing standards?*
- 11. The soccer/hockey pitch is undersize for competition games. Where will these clubs go to compete?*
- 12. What summer sports have been considered for the facility?*

13. Even though Vin Farley park is blessed with shady trees, Toilets, and a well-maintained grassed area, seating and the playground and is outside the security fence for the new facility, it is to be dismantled and sold for housing. Could you explain the reasoning behind this decision?

14. The new playground/ bar-b-que area does not appear to have any toilets. Does this mean that children will have to be escorted through the bar to use the facilities?

15. On football home game days, will parents who only want to use the park be charged the entrance fee?

Shire Response

Announcement of the State Government's \$6m funding commitment to the project, via the State COVID Recovery Plan, was released via a public State Media Statement on 2 August 2020. At its May 2020 Ordinary Meeting, Council resolved to support the project Master Plan, in principle, subject to further negotiation and changes that best suit all end user sporting groups and community groups. At its December 2019 Ordinary Meeting, Council resolved to support, in principle, the establishment of a loan facility of up to \$3m (on a 1:2 funding ratio) as its co-contribution to the project. Confirmation of that funding co-contribution (for the 2021-22 Budget) is to be addressed by the Council in the coming months.

Details of the above 15 questions will be resolved as the project progresses into the detailed project planning and delivery stages, with the assistance of the Project's Stakeholder Reference Group.

6 PRESENTATIONS

6.1 PETITIONS

Nil.

6.2 PRESENTATIONS

Nil.

6.3 DEPUTATIONS

Nil.

ADOPTION BY EXCEPTION

COUNCIL RESOLUTION 115/20

Moved Cr Lindemann

Seconded Cr Massey

- 7.1 Confirmation of Minutes – Ordinary Meeting of Council 22 July 2020
- 9.2.4 Annual Concessions on Split Local Government Boundaries
- 9.3.2 Waste Management Levy Charges

CARRIED 9/0

7 CONFIRMATION OF MINUTES

7.1 ORDINARY MEETING OF COUNCIL – 22 JULY 2020

Minutes of the Ordinary Meeting of Council held 22 July 2020 are attached (*attachment 7.1(1)*).

EXECUTIVE RECOMMENDATION

That the Minutes from the Ordinary Meeting of Council held 22 July 2020 be confirmed as a true and accurate record.

COUNCIL RESOLUTION 116/20

Moved Cr Lindemann

Seconded Cr Massey

That the Minutes from the Ordinary Meeting of Council held 22 July 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 AMENDMENT 13 TO LOCAL PLANNING SCHEME NO.7 – LOT 176 SOUTH WESTERN HIGHWAY, DONNYBROOK

Location	Lot 176 South Western Highway, Donnybrook
Applicant	Harley Dykstra
File Reference	TPS17 AMD 13
Author	Steve Potter, Executive Manager Operations
Responsible Officer	Kira Strange, Principal Planner
Attachments	9.1.1(1) – Location Plan 9.1.1(2) – Scheme Amendment Document 9.1.1(3) - Schedule of Submissions 9.1.1(4) – Full copies of submissions received 9.1.1(5) – Subdivision Plan
Voting Requirements	Simple Majority

Recommendation											
<p>That Council:</p> <ol style="list-style-type: none"> 1. Pursuant to Part 5, Division 3, 50(3)(b) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, recommends to the Western Australian Planning Commission that it supports Amendment 13 to Local Planning Scheme 7 (LPS7) for the property located at Lot 176 South Western Highway, Donnybrook to: <ol style="list-style-type: none"> 1.1 Insert “Additional Use 6 ‘Industry – light’” into Schedule 6 <i>Additional Uses</i> with conditions; and 1.2 Amend the Scheme Map accordingly; <p>subject to the following modifications:</p> <table border="1"> <thead> <tr> <th>No</th> <th>Recommended Modification</th> <th>Reason</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Removing Point 1 of the ‘Conditions of Use’ under Schedule 6 which states: <i>“Landscaping along the highway interface to the satisfaction of the local government”</i></td> <td>Landscaping is addressed in Point 2 below.</td> </tr> <tr> <td>2.</td> <td>Amending Point 2 of the ‘Conditions of Use’ under Schedule 6 as follows: Replacing the words:</td> <td>To ensure improved clarity on requirements for future development and</td> </tr> </tbody> </table> 			No	Recommended Modification	Reason	1.	Removing Point 1 of the ‘Conditions of Use’ under Schedule 6 which states: <i>“Landscaping along the highway interface to the satisfaction of the local government”</i>	Landscaping is addressed in Point 2 below.	2.	Amending Point 2 of the ‘Conditions of Use’ under Schedule 6 as follows: Replacing the words:	To ensure improved clarity on requirements for future development and
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2.	Amending Point 2 of the ‘Conditions of Use’ under Schedule 6 as follows: Replacing the words:	To ensure improved clarity on requirements for future development and									

	<p><i>“Local Area Plan to be prepared to the create a unified theme and consistency with setbacks, building orientation and façade treatment visible from the South West Highway, and internal landscaping treatments, signage control and access points”</i></p> <p>with:</p> <p><i>“Local Development Plan to be prepared to the satisfaction of the Local Government prior to subdivision / development to address and achieve the following design outcomes:</i></p> <ul style="list-style-type: none"> <i>• Landscaping treatments of a minimum width of 3m along South Western Highway ;</i> <i>• Landscaping treatments of a minimum width of 3m along the eastern property boundary adjoining Lot 564 (Noneycup Creek);</i> <i>• Defining setbacks to provide suitable areas for landscaping, car-parking, buildings and service areas;</i> <i>• Building orientation to ensure a high level of streetscape amenity and avoid the rear of buildings fronting South West Highway;</i> <i>• Building facades visible to the highway are to incorporate areas of glazing, limited use of metal cladding and include architectural features that add interest;</i> <i>• Defining material selection to avoid the dominance of metal shed type structures;</i> <i>• Establishing principles for maximum building height, bulk and scale and roof forms on land visible from South Western Highway;</i> <i>• Location of servicing and storage areas to be located so as not to be visible from South Western Highway;</i> <i>• Identification of a single signage location and structure for advertising the precinct external to building facades;</i> <i>• Access point control and co-ordinated / shared parking areas wherever possible.</i> 	<p>built form outcomes</p>
<p>3.</p>	<p>Removing Point 3 of the ‘Conditions of Use’ under Schedule 6 which states:</p> <p><i>“Notice on title to advise of potential impacts on local amenity resulting from business activity.”</i></p>	<p>Point 3 does not achieve any purpose – amenity impacts will be addressed through Scheme provisions and the planning approvals process.</p>

<p>4.</p>	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“At the time of subdivision/development the land is to be connected to a reticulated sewerage system.</i></p> <p><i>An exemption to this requirement may only be considered in the following circumstances:</i></p> <ul style="list-style-type: none"> • <i>Proposed development for a single land use over Lot 176 as a complete land parcel only. Any subdivision of Lot 176 shall include as a condition of approval the requirement to connect to reticulated sewer; and</i> • <i>Development application for any proposed single land use over Lot 176 is to be accompanied by a Land Use Capability Assessment report prepared by a suitably qualified professional. The Land Use Capability Assessment report shall demonstrate that on-site waste water disposal (including stormwater and effluent) from the proposed development can be achieved to the satisfaction of the Local Authority, Department of Water and Environmental Regulation, Department of Health and other State Government agencies. In preparation of the Land Use Capability Assessment Report, particular regard will be given to the Well Head Protection Areas and compliance with the State Government Sewerage Policy.”</i> 	<p>Provides adequate protections to Noneycup Creek / Preston River from adverse environmental impacts.</p>
<p>5.</p>	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“All proposed development shall require the submission of a stormwater management plan demonstrating that stormwater treatment and disposal is designed and constructed to the satisfaction of Department of Water and Environmental Regulation.”</i></p>	<p>Provides adequate protections to Noneycup Creek / Preston River from adverse environmental impacts.</p>
<p>6.</p>	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“Only one access point will be permitted to South Western Highway. At time of subdivision and/or development, such access shall be located, designed and constructed to the satisfaction of Main Roads Western Australia.”</i></p>	<p>Recommended by MRWA - addresses road safety given the location of the site.</p>
<p>7.</p>	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p>	<p>Responding to the high visibility of the site at the entry to the Donnybrook</p>

	<i>“Notwithstanding any Local Planning Policies that may be in effect, transportable structures will not be permitted in this locality.”</i>	townsite and amenity concerns.
8.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“Unless otherwise compliant with a Local Development Plan approved by Council, any development for a ‘Industry – light’ land use shall be required to comply with the development standards for the ‘Light Industry’ zone as specified in Section 4.57 of this Scheme, inclusive of a minimum lot area of 2,000m².</i></p>	To identify development standards for ‘Industry – light’ land uses.
9.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>Proposals for ‘Industry – light’ land uses are required to comply with the definition for ‘Industry – light’ contained in Schedule 1 of this Scheme. As per Cl. 3.18.1 of this Scheme where a specific use is mentioned in the Zoning Table, it is deemed to be excluded from the general definition of ‘Industry – light’.</i></p>	Clarify land use definition of ‘Industry – light’ and application of definitions.
10.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“All Applications for Development Approval for ‘Industry – light’ will be considered an ‘A’ use in accordance with Section 3.17.2 of this Scheme and advertised in accordance with Cl. 64 of the deemed provisions contained in the Planning and Development (Local Planning Schemes) Regulations 2015.”</i></p>	Clarify permissibility level for ‘Industry – light’ uses.
11.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“Notwithstanding the permissibility levels in the Zoning Table for the ‘Commercial’ zone, the following land uses will not be permitted in this locality:</i></p> <ul style="list-style-type: none"> • <i>Child care premises;</i> • <i>Aged or dependent person’s dwelling;</i> • <i>Dwelling;</i> • <i>Grouped dwelling;</i> • <i>Multiple dwelling</i> • <i>Residential building;</i> • <i>Family day care;</i> • <i>Backpacker’s accommodation;</i> • <i>Bed and Breakfast;</i> • <i>Cabin;</i> • <i>Camping area;</i> • <i>Caravan Park;</i> • <i>Chalet;</i> 	Avoidance of land use conflict between incompatible land uses.

	<ul style="list-style-type: none"> • <i>Eco-tourist facility;</i> • <i>Guesthouse;</i> • <i>Holiday House;</i> • <i>Hotel;</i> • <i>Motel;</i> • <i>Resort;</i> • <i>Serviced apartment;</i> • <i>Home business;</i> • <i>Home occupation;</i> • <i>Home office;</i> • <i>Home store;</i> • <i>Hospital;</i> • <i>Park home park.</i> 		
<p>2. Acknowledges the submissions received as contained in the Schedule of Submissions contained in Attachment 9.1.1(3).</p> <p>3. Pursuant to Part 5, Division 1, 35(2) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, determines that the amendment is a “Standard Amendment” for the following reasons:</p> <p>3.1 The proposed changes to the Scheme Map are consistent with a Local Planning Strategy endorsed by the Commission;</p> <p>3.2 The amendment would have minimal impact on land in the scheme area that is not the subject of the amendment; and</p> <p>3.3 The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.</p> <p>4. Authorises the Chief Executive Officer to forward Council’s recommendation to the Western Australian Planning Commission for further consideration.</p>			

STRATEGIC ALIGNMENT

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

<i>Outcome</i>	1.1	<i>A diverse, prosperous economy, supporting local business and population growth.</i>
<i>Strategy:</i>	1.1.1	<i>Promote, maintain and diversify investment in the district.</i>
<i>Action:</i>	1.1.1.3	<i>Review the Shire’s town planning framework to enable a diversity of investment in the district.</i>

EXECUTIVE SUMMARY

At its August 2019 Ordinary Council Meeting Council resolved to initiate and advertise Amendment 13 to Local Planning Scheme 7 (LPS7) which proposes an ‘Additional Use’ of “Industry - light” to apply to the underlying “Commercial” zoning over Lot 176 South Western Highway, Donnybrook.

The proposed amendment was subsequently advertised for comment and attracted a total of nine submissions, including two letters of objection from nearby landowners/businesses.

Council is required to make a final recommendation on proposed Amendment 13 to the Western Australian Planning Commission (WAPC).

It is recommended that Council recommends to the WAPC that final approval be granted subject to modifications.

BACKGROUND

At its August 2019 Ordinary Council Meeting, Council resolved [126/19] the following with regard to the proposed amendment (Amendment 13):

“That Council:

1. *Resolves to initiate and advertise Amendment 13 to Local Planning Scheme 7 to insert “Additional Use 6: “Industry – Light” into Schedule 6 Additional Uses and amend the Scheme Map accordingly for Lot 176 South Western Highway, Donnybrook;*
2. *Advises the applicant that Council’s support to initiate the amendment is subject to payment of the application fee of \$2,750 prior to commencement of advertising; and*
3. *Determines that the amendment is a “Standard Amendment” pursuant to Part 5, Division 1, 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:*
 - 3.1 *The proposed changes to the Scheme Map are consistent with a Local Planning Strategy endorsed by the Western Australian Planning Commission;*
 - 3.2 *The amendment would have minimal impact on land in the scheme area that is not the subject of the amendment; and*
 - 3.3 *The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.”*

The subject land is zoned “Commercial” and is approximately 1.9ha in area. The land is cleared of vegetation except for a pocket of Tasmanian Blue Gums along both the western and eastern boundaries and a row of fruit trees in the central portion of the site. The site abuts a vacant “Commercial” zoned property along the eastern boundary which includes a section of the Noneycup Creek, a “Railway” reserve along the southern boundary, the South Western Highway along the northern boundary and land zoned “Light Industry” on the western

boundary. The nearest dwelling is approximately 100m from the property's north-eastern boundary. A location plan is provided in Attachment 9.1.1(1).

The southern portion of the site is identified as "Bushfire Prone" under Department of Fire and Emergency Services mapping. Regardless of the outcome of this process, future development of the site will require Bushfire Attack Level (BAL) assessments to determine appropriate design and construction standards at the appropriate time.

Local Planning Strategy

The Shire's long term vision for the site is articulated in the Shire's Local Planning Strategy which identifies the land as "Commercial". The aim of the Strategy for "Commercial" land is to ensure that the Donnybrook town centre remains the principal commercial/retail centre for the Shire.

Local Planning Scheme – Relevant Existing Provisions

The stated purpose and objectives for the "Commercial" zone as outlined in LPS7 are as follows:

Purpose

"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."

Objectives

"The local government's objectives in managing and guiding land use, development and subdivision within the Commercial zone are to –

- (i) provide for the development or redevelopment of land within the zone for a broad range of uses which the local government considers is appropriate to town centre development;*
- (ii) encourage new development within the zone to achieve a high standard in relation to the historic character of Donnybrook and Balingup to assist in promoting the town centres in terms of their own distinctive identity and attraction;*
- (iii) promote commercial structures and open areas which are of high quality, achieve a unified theme (where this has been agreed) and which promote the retention of features which enhance the appearance of the town centre and/or provide a sense of identity;*
- (iv) protect, maintain and enhance where possible the visual and heritage elements of the town centre;*

- (v) *promote townscape improvement in accordance with any adopted Townscape Plan;*
- (vi) *provide for consolidated, accessible, safe and vibrant town centres with a mix of compatible uses;*
- (vii) *encourage the establishment of a diverse range of activities and the associated infrastructure/services required to fulfil the community, commercial and administrative functions of a commercial area;*
- (viii) *maintain opportunities for residential, grouped dwellings, tourist accommodation, offices and where appropriate service commercial and service industry suitable in a country town and compatible with the commercial and community functions of the town;*
- (ix) *encourage residential accommodation within the commercial area compatible with commercial uses;*
- (x) *provide for a flexible response to new and innovative ideas;*
- (xi) *encourage the ease of pedestrian movement and sharing of infrastructure while achieving safety and efficiency in traffic circulation; and*
- (xii) *ensure that development conforms to any Local Planning Policy or Townscape Plan adopted by the local government.*

The proposal intends to retain the underlying “Commercial” zoning over the property, however seeks in to permit as an ‘additional use’ the land use category of ‘Industry – Light’ which is defined in LPS7 as follows:

“industry - light” means an industry -

- (a) *in which the processes carried 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.”*

It is important to note that under LPS7 there is both a ‘Light Industry’ zone and a separate ‘Industry – light’ land use and that this proposal is seeking to add the ‘Industry light’ land use to the existing ‘Commercial’ zone, rather than seeking to rezone the property to ‘Light Industry’.

Proposal Details

The proposal as presented by the applicant includes proposed land use controls to be inserted into Schedule 6 – *Additional Uses* of LPS7 to guide future development as follows:

- landscaping along the highway interface to the satisfaction of the local government;
- a Local Area Plan to ensure a unified theme and consistency of setbacks, building orientation and façade treatments visible from the South Western Highway as well as internal landscaping treatments, signage control and access points; and
- a notice to be placed on title(s) to advise of potential impacts on local amenity resulting from business activity.

Full details of the proposal are provided in Attachment 9.1.1(2) (Scheme Amendment document). Officers consider that the proposed measures by the applicant as outlined above do not go far enough to guide appropriate future development of the site and this is addressed further in the Officer Comment section of this report.

Advertising

As per Council's August resolution the proposal was advertised in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations), which resulted in a total of nine submissions, including two objections. Each of these is addressed in the Schedule of Submissions contained in Attachment 9.1.1(3). Full copies of all submissions received are provided in Attachment 9.1.1(4). Officers have addressed the main considerations raised in the submissions in the Officer Comment section of this report.

Scheme Amendment Process

Under the Regulations, the proposed amendment is considered to fall under the category of a "Standard Amendment". The process for processing standard amendments includes the following steps:

1. Council resolves to initiate the amendment (complete);
2. Council resolves to advertise the amendment (complete);
3. Council refers amendment to EPA for environmental assessment (complete);
4. Proposed amendment is advertised to the public and relevant government agencies (complete);
5. Council to consider submissions and make its recommendation to the WAPC;
6. The Western Australian Planning Commission (WAPC) makes a recommendation to Minister for Planning;
7. Minister for Planning grants final approval (if supported); and
8. Amendment gazetted and becomes legally binding.

This proposal is currently at Step 5 which requires Council to make a formal recommendation to the WAPC which can take one of the following three forms:

- a) to support the amendment without modification; or
- b) to support the amendment with proposed modifications to address issues raised in the submissions; or
- c) not to support the amendment.

Approved Subdivision

It is noted for Council's information that there is an approved subdivision over the property to sub-divide it into five lots; four lots of approximately 2,000-2,500m² and one lot of approximately 9,000m². The subdivision approval contains a number of conditions which the owner is required to fulfill prior to new titles being issued and therefore the existing single lot arrangement remains in place until such time as these conditions have been met. A copy of the approved subdivision layout is provided in Attachment 9.1.1(5).

FINANCIAL IMPLICATIONS

An assessment fee has been paid by the applicant to cover staff and advertising expenses.

POLICY COMPLIANCE

The Shire has two Local Planning Policies that relate to the "Commercial" zone. These are:

- 9.16 *Transportable Structures*; and
9.17 *Industrial and Commercial Development Control*.

These policies provide guidance on development standards that apply to all "Commercial" zoned land within the Shire and will be addressed individually.

9.16 Transportable Structures

This policy provides guidance on the siting of transportable structures and is defined in the policy as follows:

"A structure that is brought to a property, held in place primarily by its own mass or affixed to the ground and includes, but is not limited to, sea containers, decommissioned railway carriages, transport conveyances and prefabricated transportable buildings."

The policy includes provisions relevant to the "Commercial" zone by indicating that applications for transportable structures will not be permitted in the "Commercial" zone under the following circumstances:

- Where the transportable structure is to be located on the subject lot for more than 12 months if visible from the public realm; and/or
- Is the only building proposed for the site.

Due to the high visibility of the subject site on the entry to the Donnybrook townsite, if the amendment is supported by Council, it is recommended a provision be inserted into Schedule 6 prohibiting transportable structures of any kind, at any time, notwithstanding the provisions of Policy 9.16.

9.17 Industrial and Commercial Development Control

This policy includes the following ‘Purpose’, ‘Aims’ and ‘Objectives’.

Purpose

To provide developers and the general public with a guide to Council’s objectives for the development of industrial and commercial areas and buildings in the Shire of Donnybrook-Balingup:

Aims

- To improve the quality of industrial and commercial development within the Shire of Donnybrook-Balingup; and
- Encourage aesthetically attractive built form and streetscapes.

Objectives

To establish guidelines which will:

- a) Result in the construction of industrial and commercial development which is attractive in appearance and provides a safe, pleasant and efficient working environment.
- b) Conserve and enhance the amenity of the locality and neighbouring developments.
- c) Ensure the orderly development of industrial and commercial sites to minimise their environmental impact.

The policy seeks to achieve its objectives through the implementation of ‘design guidelines’ which address building appearance, landscaping and energy efficiency as follows:

6.1 Building Appearance

- *The facades of buildings visible from public roads are to maintain a high standard of visual amenity. Facades addressing public areas shall include at least 2 of the following features:*
 - *A variety of materials, colours and treatments;*
 - *Incorporation of architectural features including gables, porticos, verandahs, windows, doors;*
 - *A roof form that includes points of interest; and*
 - *Stepping of vertical and horizontal elevations.*

- *For development within the Commercial zone, the following requirements shall apply:*
 - *A minimum enclosed floor area of 40m² for the primary building on the site.*
 - *Transportable or “donger” style structures will only be supported where they are ancillary to an established main building and where they are not visible or have very limited visibility from a public road or public place.*
 - *Metal sheeting or other cladding that can reasonably be associated with shed style development being limited to a maximum surface area of 20% on any elevation fronting a street or public realm.*
 - *Sheds and other ancillary structures only being supported where they are not visible or have limited visibility from the street or public realm.*

6.2 Landscaping

Landscaped areas are to be provided to enhance the appearance of the development from adjoining land uses and public areas. A landscape plan or working drawing will be required to be submitted with the Planning Application and should show the following detail:

- (a) General site layout;*
- (b) Species or plant type;*
- (c) Earthworks and contours;*
- (d) Paved and grassed areas;*
- (e) Non-plant landscape elements; and*
- (f) Areas to be landscaped, including verges.*

The landscape plan will be assessed as an element of the Planning Application.

6.3 Energy Efficiency

The development of ecologically sustainable commercial and industrial environments which maximise energy efficiency and conservation of resources through building design and construction is encouraged by Council in the following ways:

- (a) Passive solar design measures are encouraged to be incorporated into a building’s design where practicable.*
- (b) Ceiling insulation should be provided.*
- (c) Buildings are to have windows that are appropriately sized and shaded to reduce summer heat load while permitting entry of winter sun.*
- (d) The use of solar collectors for hot water heating and power is encouraged to reduce energy consumption.*
- (e) The provision of rainwater tanks for non-potable use.*

(f) *The use of grey-water recycling systems to conserve water.*

It is noted that much of the detailed planning of elements subject to this policy will occur as part of future Applications for Development (Planning) Approval. However, due consideration has been given to the policy at this stage to determine whether there is opportunity to include relevant provisions in Schedule 6 as part of this amendment process.

STATUTORY COMPLIANCE

- Part 5 of the *Planning and Development Act 2005* outlines the processes and requirements for amending local planning schemes. This includes Section 81 that details the need for referral and approval of the Environmental Protection Agency (EPA) prior to formal public advertising commencing.
- Part 5 of the Regulations details the processes for standard amendments to local planning schemes, including advertising requirements.
- Schedule 2, Part 6 of the Regulations defines the requirements of Local Development Plans. This includes when a plan may be prepared, preparation processes, advertising requirements, consideration of submissions and decision making.

CONSULTATION

The Regulations outline the statutory public advertising process. Advertising included a notice in the local newspaper and the Shire's website; and letter correspondence being forwarded to nearby landowners and relevant government departments.

The advertising period attracted a total of nine submissions, consisting of two objections from the public and seven submissions from government agencies providing technical advice. The Schedule of Submissions and full copies of the correspondence received are provided in Attachments 9.1.1(3) and 9.1.1(4).

OFFICER COMMENT

There were a number of main points raised in the submissions received which will be addressed further.

Potential impacts on Streetscape

Concerns were raised regarding impacts on local streetscape appeal at the northern entry to the Donnybrook townsite. Built form design outcomes are proposed to be addressed through a Local Development Plan (LDP) prior to subdivision or development which will ensure a coordinated and higher standard of built form outcome than is presently enforceable under existing policy and scheme provisions applicable to the Commercial zone.

It is noted that the approval of a LDP is also governed by the Regulations and includes further advertising and Council approval and therefore there will be an additional opportunity for Council to assess this aspect.

Officers are also recommending Council recommend further modifications to the Amendment to provide clarity of required design outcomes in response to submissions received and establishing Council's expectations for what is a highly visible site.

Potential Impacts on Local Environment

Concerns were raised regarding the health and sustainability of the local water environment, particularly Noneycup Creek, which runs adjacent to the site and feeds into the Preston River. The Department of Water and Environmental Regulation (DWER) has recommended that any future development be required to connect to reticulated sewer and officers are recommending that Council recommend a modification to the Amendment to make this a Scheme requirement.

Further discussions in this regard have occurred with the applicant who has requested consideration be given to providing an exemption to the requirement to connect to reticulated sewer in the event there is a single proposed land use over the entire property (Lot 176). Officers consider that this may be able to be achieved in certain circumstances, however, the onus should be on the proponent, to demonstrate through the provision of a Land Use Capability Assessment (LUCA) Report, the appropriateness of this occurring. Additional provisions have also been included requiring any proposal that does not involve connecting to reticulated sewer being to the satisfaction of relevant State Government Agencies including the Department of Water and Environmental Regulation (DWER) and Department of Health (DoH).

Road Safety

Concerns were raised regarding safe access to the site. Access to the property is via the South Western Highway, which is controlled by Main Roads Western Australia (MRWA). MRWA raises no objections to the proposal subject to satisfying site specific design requirements which may include the provision of turning lanes in the future. It is recommended that Council recommend to modify the amendment document to include MRWA requirements.

Potential impacts on Local Amenity

Based on the submissions received officers consider potential amenity impacts can be placed into one of three categories as follows:

- Potential impacts on neighbouring sensitive land uses (e.g. residential dwellings) from activities taking place on the subject site (e.g. noise, dust);
- Potential visual impacts of development for residents and visitors, due to its elevated position on the main road on the entry to the Donnybrook townsite;
- Heritage considerations due to its proximity to the Anchor and Hope Inn.

It is considered that the requirement for a LDP, in combination with additional provisions as outlined in the officer recommendation and application of existing policies at the development application stage, will ensure amenity issues can be suitably addressed.

There were concerns raised regarding potential impacts on nearby sensitive land uses (residential) resulting from "light industry" types uses including light, emissions and noise. The definition of "Industry - light" requires that uses "*do not cause injury to or adversely affect the*

amenity of the locality” and therefore any future proposed use will need to demonstrate to the satisfaction of the Shire, that it is able to comply with the definition as outlined above, prior to approval.

The nearest sensitive land use is 100m from the closest portion of the lot boundary and this property is separated by the South Western Highway. On this basis, when combined with the definition restrictions mentioned above, it is reasonable to conclude that introducing potential for “Industry - light” uses will not materially impact local amenity and ability for nearby landowners to peacefully enjoy the use of their land.

It was raised in the submissions that the future development of the site has the potential to impact on the heritage values of the Anchor and Hope Inn which is understood to be one of the oldest buildings in Donnybrook. Whilst the heritage property is contained within the Shire’s Municipal Heritage Inventory (MHI), it is not presently on the State Register of Heritage Places and therefore the proposal does not necessitate a referral to the State Heritage Office. Furthermore, the distance between the proposal and the Anchor and Hope and the fact that it does not propose any material changes to the heritage property would unlikely result in any restrictions in any case.

Built Form Outcomes

The amendment will insert additional development controls into the Scheme beyond that which presently apply to the land. The requirement to prepare a Local Development Plan provides strengthened opportunities to guide, coordinate and define built form outcomes. Additional provisions in the Scheme are recommended to inform the intent and outcomes desired to be achieved in the Local Development Plan and address associated concerns.

Town Planning Considerations

In addition to the above, there are further considerations from a Town Planning perspective in terms of development control that need to be addressed. The following matters and proposed responses will ensure that future development is appropriate for the location and will not result in future land-use conflicts between properties.

‘Commercial’ versus ‘Light Industry’ Development Standards

There are two separate sets of development standards applicable to the ‘Commercial’ and ‘Light Industry’ zones under the Scheme, with one example being the minimum lot sizes applicable to each with ‘Commercial’ having a minimum lot size of 500m² and ‘Light Industry’ having a minimum lot size of 2,000m². It is considered important that any future ‘Industry – light’ land uses are not placed on lot sizes that are inappropriately small for the proposed use, by attempting to apply the ‘Commercial’ development standards.

In light of the above, it is considered one way of achieving the desired outcome is to include a Scheme provision in Schedule 6 that applies the development standards of ‘Light Industry’ to any future ‘Industry – light’ development proposal which would provide specific guidance with regard to development standards consistent with the proposed use (rather than attempting to apply ‘Commercial’ development standards to a light industrial use).

'Industry – light' versus 'Light Industry' Meanings

As indicated previously in this report, one of the challenging components of this proposal is understanding the difference between the Planning terminology with regard to “Industry – light” and “Light Industry”.

For clarity the following explanations are provided:

- ‘Industry – light’ is a land use. Presently under the Scheme, an ‘Industry – light’ land use can only be considered for approval in the following zones:
 - Light Industry (P); and
 - General Industry (P).
- ‘Light Industry’ is a zone. There are a number of different land uses that can be considered for approval in the LI zone as identified in the Zoning Table contained in the Scheme.

In considering the potential implications of creating additional land-use permissibility on the subject land, it is important to take note of Cl. 3.18.1 of LPS7 which states:

“Where a specific use is mentioned in the Zoning Table, it is deemed to be excluded from the general terms used to describe any other use.”

This is relevant to the future application of the amendment as it means that where a land use is specifically identified in the Zoning Table, then the more general definition of ‘industry – light’ cannot be applied and the permissibility would be based on the levels contained in the Scheme specific to that land use. The proposed modifications as per the officer recommendation make clear the relevance of Cl. 3.18.1 when determining any proposed ‘Industry – light’ land uses.

It is also recommended that a provision be included requiring all development applications for ‘Industry – light’ uses to be considered ‘A’ uses, thereby requiring advertising prior to determination.

Incompatible land-uses

The proposal as presented has the capacity to result in land-use conflict between neighbouring properties and therefore due consideration needs to be given to the permissible land uses under the ‘Commercial’ zone and whether any of these may be incompatible with an ‘Industry-light’ use on a neighbouring lot.

In reviewing the land uses normally considered permissible under the ‘Commercial’ zone, it is considered there are a number that would potentially be incompatible with light industry and therefore officers are recommending that a number of uses be considered impermissible in this locality, particularly those that involve residential type accommodation and/or tourist accommodation.

Other considerations

Land Supply

At present, there is a limited supply of vacant land in the Donnybrook townsite that is suitable for light industrial land uses and the proposed rezoning may therefore assist in providing opportunity for appropriate light industrial type land uses.

Conclusion

In considering the amendment, officers propose that the recommended additional Scheme provisions adequately address any potential issues and provide the necessary planning mechanisms to ensure appropriate development of the site in the future. It is therefore recommended that Council recommend to the Western Australian Planning Commission that final approval be granted to Amendment 13 subject to the modifications as listed.

OUTCOME OF MEETING

Cr Smith declared a financial interest in the item as he is a contractor at times for the applicant. Cr Smith left the Chamber at 5.15pm and did not participate in the item.

ALTERNATE MOTION

Moved Cr Mitchell

Seconded Cr Lindemann

That Council:

- 1. Pursuant to Part 5, Division 3, 50(3)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, recommends to the Western Australian Planning Commission that it supports Amendment 13 to Local Planning Scheme 7 (LPS7) for the property located at Lot 176 South Western Highway, Donnybrook to:**

- 1.1 Insert “Additional Use 6 ‘Industry – light’ into Schedule 6 *Additional Uses* with conditions; and**

- 1.2 Amend the Scheme Map accordingly;**

subject to the following modifications:

No	Recommended Modification	Reason
1.	<p>Removing Point 1 of the ‘Conditions of Use’ under Schedule 6 which states:</p> <p><i>“Landscaping along the highway interface to the satisfaction of the local government”</i></p>	<p>Landscaping is addressed in Point 2 below.</p>
2.	<p>Amending Point 2 of the ‘Conditions of Use’ under Schedule 6 as follows:</p> <p>Replacing the words:</p> <p><i>“Local Area Plan to be prepared to the create a unified theme and consistency with setbacks, building orientation and façade treatment visible from the South West Highway, and internal landscaping treatments, signage control and access points”</i></p> <p>with:</p> <p><i>“Local Development Plan to be prepared to the satisfaction of the Local Government prior to subdivision / development to address and achieve the following design outcomes:</i></p> <ul style="list-style-type: none"> • <i>Landscaping treatments of a minimum width of 3m along South Western Highway ;</i> • <i>Landscaping treatments of a minimum width of 3m along the eastern property boundary adjoining Lot 564 (Noneycup Creek);</i> • <i>Defining setbacks to provide suitable areas for landscaping, car-parking, buildings and service areas;</i> • <i>Building orientation to ensure a high level of streetscape amenity and avoid the rear of buildings fronting South West Highway;</i> • <i>Building facades visible to the highway are to incorporate areas of glazing, limited use of metal cladding and include architectural features that add interest;</i> • <i>Defining material selection to avoid the dominance of metal shed type structures;</i> • <i>Establishing principles for maximum building height, bulk and scale and roof forms on land visible from South Western Highway;</i> • <i>Location of servicing and storage areas to be located so as not to be visible from South Western Highway;</i> • <i>Identification of a single signage location and structure for advertising the precinct external to building facades;</i> • <i>Access point control and co-ordinated / shared parking areas wherever possible.</i> 	<p>To ensure improved clarity on requirements for future development and built form outcomes</p>

3.	<p>Removing Point 3 of the ‘Conditions of Use’ under Schedule 6 which states:</p> <p><i>“Notice on title to advise of potential impacts on local amenity resulting from business activity.”</i></p>	<p>Point 3 does not achieve any purpose – amenity impacts will be addressed through Scheme provisions and the planning approvals process.</p>
4.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“At the time of subdivision/development the land is to be connected to a reticulated sewerage system.</i></p> <p><i>An exemption to this requirement may only be considered in the following circumstances:</i></p> <ul style="list-style-type: none"> • <i>Proposed development for a single land use over Lot 176 as a complete land parcel only. Any subdivision of Lot 176 shall include as a condition of approval the requirement to connect to reticulated sewer; and</i> • <i>Development application for any proposed single land use over Lot 176 is to be accompanied by a Land Use Capability Assessment report prepared by a suitably qualified professional. The Land Use Capability Assessment report shall demonstrate that on-site waste water disposal (including stormwater and effluent) from the proposed development can be achieved to the satisfaction of the Local Authority, Department of Water and Environmental Regulation, Department of Health and other State Government agencies. In preparation of the Land Use Capability Assessment Report, particular regard will be given to the Well Head Protection Areas and compliance with the State Government Sewerage Policy.”</i> 	<p>Provides adequate protections to Noneycup Creek / Preston River from adverse environmental impacts.</p>
5.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“All proposed development shall require the submission of a stormwater management plan demonstrating that stormwater treatment and disposal is designed and constructed to the satisfaction of Department of Water and Environmental Regulation.”</i></p>	<p>Provides adequate protections to Noneycup Creek / Preston River from adverse environmental impacts.</p>
6.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“Only one access point will be permitted to South Western Highway. At time of subdivision and/or</i></p>	<p>Recommended by MRWA - addresses road safety given the</p>

	<i>development, such access shall be located, designed and constructed to the satisfaction of Main Roads Western Australia.”</i>	location of the site.
7.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“Notwithstanding any Local Planning Policies that may be in effect, transportable structures will not be permitted in this locality.”</i></p>	Responding to the high visibility of the site at the entry to the Donnybrook townsite and amenity concerns.
8.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“Unless otherwise compliant with a Local Development Plan approved by Council, any development for a ‘Industry – light’ land use shall be required to comply with the development standards for the ‘Light Industry’ zone as specified in Section 4.57 of this Scheme, inclusive of a minimum lot area of 2,000m².</i></p>	To identify development standards for ‘Industry – light’ land uses.
9.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>Proposals for ‘Industry – light’ land uses are required to comply with the definition for ‘Industry – light’ contained in Schedule 1 of this Scheme. As per Cl. 3.18.1 of this Scheme where a specific use is mentioned in the Zoning Table, it is deemed to be excluded from the general definition of ‘Industry – light’.</i></p>	Clarify land use definition of ‘Industry – light’ and application of definitions.
10.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“All Applications for Development Approval for ‘Industry – light’ will be considered an ‘A’ use in accordance with Section 3.17.2 of this Scheme and advertised in accordance with Cl. 64 of the deemed provisions contained in the Planning and Development (Local Planning Schemes) Regulations 2015.”</i></p>	Clarify permissibility level for ‘Industry – light’ uses.
11.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“Notwithstanding the permissibility levels in the Zoning Table for the ‘Commercial’ zone, the following land uses will not be permitted in this locality:</i></p> <ul style="list-style-type: none"> <i>• Child care premises;</i> <i>• Aged or dependent person’s dwelling;</i> <i>• Dwelling;</i> <i>• Grouped dwelling;</i> <i>• Multiple dwelling</i> <i>• Residential building;</i> 	Avoidance of land use conflict between incompatible land uses.

	<ul style="list-style-type: none"> • <i>Family day care;</i> • <i>Backpacker’s accommodation;</i> • <i>Bed and Breakfast;</i> • <i>Cabin;</i> • <i>Camping area;</i> • <i>Caravan Park;</i> • <i>Chalet;</i> • <i>Eco-tourist facility;</i> • <i>Guesthouse;</i> • <i>Holiday House;</i> • <i>Hotel;</i> • <i>Motel;</i> • <i>Resort;</i> • <i>Serviced apartment;</i> • <i>Home business;</i> • <i>Home occupation;</i> • <i>Home office;</i> • <i>Home store;</i> • <i>Hospital;</i> • <i>Park home park.</i> 	
<p><u>12.</u></p>	<p><u>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</u></p> <p><u>A notification be placed on new certificate(s) of title informing prospective purchasers that the adjacent properties can be affected by agricultural activities such as gas guns and chemical spraying.</u></p>	

2. Acknowledges the submissions received as contained in the Schedule of Submissions contained in Attachment 9.1.1(3).
3. Pursuant to Part 5, Division 1, 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, determines that the amendment is a “Standard Amendment” for the following reasons:
 - 3.1 The proposed changes to the Scheme Map are consistent with a Local Planning Strategy endorsed by the Commission;
 - 3.2 The amendment would have minimal impact on land in the scheme area that is not the subject of the amendment; and
 - 3.3 The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

Authorises the Chief Executive Officer to forward Council’s recommendation to the Western Australian Planning Commission for further consideration.

CARRIED 8/0

COUNCIL RESOLUTION 117/20

Moved Cr Mitchell

Seconded Cr Lindemann

That Council:

1. Pursuant to Part 5, Division 3, 50(3)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, recommends to the Western Australian Planning Commission that it supports Amendment 13 to Local Planning Scheme 7 (LPS7) for the property located at Lot 176 South Western Highway, Donnybrook to:

1.1 Insert “Additional Use 6 ‘Industry – light’” into Schedule 6 *Additional Uses* with conditions; and

1.2 Amend the Scheme Map accordingly;

subject to the following modifications:

No	Recommended Modification	Reason
1.	<p>Removing Point 1 of the ‘Conditions of Use’ under Schedule 6 which states:</p> <p><i>“Landscaping along the highway interface to the satisfaction of the local government”</i></p>	<p>Landscaping is addressed in Point 2 below.</p>
2.	<p>Amending Point 2 of the ‘Conditions of Use’ under Schedule 6 as follows:</p> <p>Replacing the words:</p> <p><i>“Local Area Plan to be prepared to the create a unified theme and consistency with setbacks, building orientation and façade treatment visible from the South West Highway, and internal landscaping treatments, signage control and access points”</i></p> <p>with:</p> <p><i>“Local Development Plan to be prepared to the satisfaction of the Local Government prior to subdivision / development to address and achieve the following design outcomes:</i></p> <ul style="list-style-type: none"> • <i>Landscaping treatments of a minimum width of 3m along South Western Highway ;</i> • <i>Landscaping treatments of a minimum width of 3m along the eastern property boundary adjoining Lot 564 (Noneycup Creek);</i> 	<p>To ensure improved clarity on requirements for future development and built form outcomes</p>

	<ul style="list-style-type: none"> • Defining setbacks to provide suitable areas for landscaping, car-parking, buildings and service areas; • Building orientation to ensure a high level of streetscape amenity and avoid the rear of buildings fronting South West Highway; • Building facades visible to the highway are to incorporate areas of glazing, limited use of metal cladding and include architectural features that add interest; • Defining material selection to avoid the dominance of metal shed type structures; • Establishing principles for maximum building height, bulk and scale and roof forms on land visible from South Western Highway; • Location of servicing and storage areas to be located so as not to be visible from South Western Highway; • Identification of a single signage location and structure for advertising the precinct external to building facades; • Access point control and co-ordinated / shared parking areas wherever possible. 	
<p>3.</p>	<p>Removing Point 3 of the ‘Conditions of Use’ under Schedule 6 which states:</p> <p><i>“Notice on title to advise of potential impacts on local amenity resulting from business activity.”</i></p>	<p>Point 3 does not achieve any purpose – amenity impacts will be addressed through Scheme provisions and the planning approvals process.</p>
<p>4.</p>	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“At the time of subdivision/development the land is to be connected to a reticulated sewerage system.</i></p> <p><i>An exemption to this requirement may only be considered in the following circumstances:</i></p> <ul style="list-style-type: none"> • <i>Proposed development for a single land use over Lot 176 as a complete land parcel only. Any subdivision of Lot 176 shall include as a condition of approval the requirement to connect to reticulated sewer; and</i> • <i>Development application for any proposed single land use over Lot 176 is to be accompanied by a Land Use Capability Assessment report prepared by a suitably qualified professional. The Land Use Capability Assessment report shall demonstrate that on-site waste water disposal</i> 	<p>Provides adequate protections to Noneycup Creek / Preston River from adverse environmental impacts.</p>

	<p><i>(including stormwater and effluent) from the proposed development can be achieved to the satisfaction of the Local Authority, Department of Water and Environmental Regulation, Department of Health and other State Government agencies. In preparation of the Land Use Capability Assessment Report, particular regard will be given to the Well Head Protection Areas and compliance with the State Government Sewerage Policy.”</i></p>	
5.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“All proposed development shall require the submission of a stormwater management plan demonstrating that stormwater treatment and disposal is designed and constructed to the satisfaction of Department of Water and Environmental Regulation.”</i></p>	<p>Provides adequate protections to Noneycup Creek / Preston River from adverse environmental impacts.</p>
6.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“Only one access point will be permitted to South Western Highway. At time of subdivision and/or development, such access shall be located, designed and constructed to the satisfaction of Main Roads Western Australia.”</i></p>	<p>Recommended by MRWA - addresses road safety given the location of the site.</p>
7.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“Notwithstanding any Local Planning Policies that may be in effect, transportable structures will not be permitted in this locality.”</i></p>	<p>Responding to the high visibility of the site at the entry to the Donnybrook townsite and amenity concerns.</p>
8.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“Unless otherwise compliant with a Local Development Plan approved by Council, any development for a ‘Industry – light’ land use shall be required to comply with the development standards for the ‘Light Industry’ zone as specified in Section 4.57 of this Scheme, inclusive of a minimum lot area of 2,000m².</i></p>	<p>To identify development standards for ‘Industry – light’ land uses.</p>
9.	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>Proposals for ‘Industry – light’ land uses are required to comply with the definition for ‘Industry – light’ contained in Schedule 1 of this Scheme. As per Cl. 3.18.1 of this Scheme where a specific use is mentioned in the Zoning Table, it is deemed to be excluded from the general definition of ‘Industry – light’.</i></p>	<p>Clarify land use definition of ‘Industry – light’ and application of definitions.</p>

<p>10.</p>	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“All Applications for Development Approval for ‘Industry – light’ will be considered an ‘A’ use in accordance with Section 3.17.2 of this Scheme and advertised in accordance with Cl. 64 of the deemed provisions contained in the Planning and Development (Local Planning Schemes) Regulations 2015.”</i></p>	<p>Clarify permissibility level for ‘Industry – light’ uses.</p>
<p>11.</p>	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p><i>“Notwithstanding the permissibility levels in the Zoning Table for the ‘Commercial’ zone, the following land uses will not be permitted in this locality:</i></p> <ul style="list-style-type: none"> • <i>Child care premises;</i> • <i>Aged or dependent person’s dwelling;</i> • <i>Dwelling;</i> • <i>Grouped dwelling;</i> • <i>Multiple dwelling</i> • <i>Residential building;</i> • <i>Family day care;</i> • <i>Backpacker’s accommodation;</i> • <i>Bed and Breakfast;</i> • <i>Cabin;</i> • <i>Camping area;</i> • <i>Caravan Park;</i> • <i>Chalet;</i> • <i>Eco-tourist facility;</i> • <i>Guesthouse;</i> • <i>Holiday House;</i> • <i>Hotel;</i> • <i>Motel;</i> • <i>Resort;</i> • <i>Serviced apartment;</i> • <i>Home business;</i> • <i>Home occupation;</i> • <i>Home office;</i> • <i>Home store;</i> • <i>Hospital;</i> • <i>Park home park.</i> 	<p>Avoidance of land use conflict between incompatible land uses.</p>
<p>12.</p>	<p>Include a new provision under ‘Conditions of Use’ in Schedule 6 as follows:</p> <p>A notification be placed on new certificate(s) of title informing prospective purchasers that the adjacent properties can be affected by agricultural activities such as gas guns and chemical spraying.</p>	

- 2. Acknowledges the submissions received as contained in the Schedule of Submissions contained in Attachment 9.1.1(3).**
- 3. Pursuant to Part 5, Division 1, 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, determines that the amendment is a “Standard Amendment” for the following reasons:**
 - 3.1 The proposed changes to the Scheme Map are consistent with a Local Planning Strategy endorsed by the Commission;**
 - 3.2 The amendment would have minimal impact on land in the scheme area that is not the subject of the amendment; and**
 - 3.3 The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.**

Authorises the Chief Executive Officer to forward Council’s recommendation to the Western Australian Planning Commission for further consideration.

CARRIED 8/0

Cr Smith returned to the Chamber at 5.25pm.

9.1.2 DEDICATION OF ROAD UNDER LAND ADMINISTRATION ACT 1997 (COLLIE- PRESTON ROAD IMPROVEMENTS)

Location	Shire of Donnybrook-Balingup
Applicant	Shire of Donnybrook-Balingup
File Reference	RD 400
Author	Damien Morgan, Manager Works and Services
Responsible Officer	Damien Morgan, Manager Works and Services
Attachments	9.1.2(1) – MRWA Correspondence 9.1.2(2) - MRWA Land Dealings Plans 201802/0138-1
Voting Requirements	Simple Majority

Recommendation
<p>That Council:</p> <ol style="list-style-type: none"> 1. Dedicates the land the subject of Main Roads WA Land Dealings Plans 201802-0138-1, as a road pursuant to Section 56 of the <i>Land Administration Act 1997</i>; and 2. Authorises the Chief Executive Officer to formally advise Main Roads WA of Council’s resolution.

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 the development and renewal of infrastructure.

EXECUTIVE SUMMARY

Council has received correspondence from Main Roads WA (MRWA) advising planning is underway for road improvements at the southern end of Collie-Preston Road, including widening and sealing of the shoulders to improve safety. A full copy of the correspondence received from MRWA is provided in Attachment 9.1.2(1).

The proposal will involve MRWA acquiring land from private landowners with plans indicating an estimated 13,275m² of land is required, involving five separate landowners. MRWA has advised that all landowners and other affected parties have been approached and arrangements are being finalised for the necessary acquisition of freehold land.

To enable the newly acquired land to be dedicated as road reserve, it is a requirement under the *Land Administration Act 1997* that the local government pass a resolution dedicating the road and MRWA have requested that Council undertake this process.

It is recommended that Council resolve to dedicate the land as road reserve and advise MRWA accordingly.

BACKGROUND

MRWA proposes to widen the road reserve on Collie-Preston Road by acquiring land from adjoining properties for the purpose of widening and sealing of shoulders. MRWA plans demonstrating the location of the road works and extent of the land acquisitions is provided in Attachment 9.1.2(2).

The proposed works are entirely an MRWA project and the created road reserves will remain MRWA's responsibility in the future. MRWA is fully responsible for the process to acquire the land, including all negotiations with impacted landowners.

Council's only involvement is the passing of a resolution to enable the acquired land to be dedicated as road, as is it is a specific requirement under the *Land Administration Act 1997*.

FINANCIAL IMPLICATIONS

Nil, MRWA is responsible for all costs and claims.

POLICY COMPLIANCE

Not applicable.

STATUTORY COMPLIANCE

Section 56 of the *Land Administration Act 1997*

CONSULTATION

MRWA has approached all landowners and other affected parties and is processing all arrangements for the acquisitions.

OFFICER COMMENT/CONCLUSION

The Collie-Preston Road is a significant regional road to service the transport needs of the region. Many of the Shire's residents will benefit from the upgrading of the road, and it is recommended that Council support MRWA'S request.

OUTCOME OF MEETING

Cr Sercombe declared a financial interest in the item as he has previously delivered contracted work on the subject property and is friends with the owner. Cr Sercombe left the Chamber at 5.25pm and did not participate in the item.

COUNCIL RESOLUTION 118/20

Moved Cr Atherton

Seconded Cr Mitchell

That Council:

- 1. Dedicates the land the subject of Main Roads WA Land Dealings Plans 201802-0138-1, as a road pursuant to Section 56 of the *Land Administration Act 1997*; and**
- 2. Authorises the Chief Executive Officer to formally advise Main Roads WA of Council's resolution.**

CARRIED 8/0

Cr Sercombe returned to the Chamber at 5.26pm.

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

The June 2020 Monthly Financial Statement should be considered as interim as they have yet to be the subject of an audit. It is not uncommon for audit adjustment to occur for technical accounting reasons which may require changes to account balances prior to the completion of the annual audit.

Note: July Monthly Financial Report

The Local Government (Financial Management) Regulations requires a complying monthly financial report to contain a year to date budget to actual comparison. By extension, this means presentation of a complying monthly financial report can only occur after the adoption of the annual budget. For this reason, the July 2020 monthly financial report will be prepared to be presented to the ordinary Council meeting in September 2020.

The interim Monthly Financial Report for June 2020 is attached (*9.2.2(1)*)

EXECUTIVE RECOMMENDATION

Moved Cr Wringe

Seconded Cr Massey

That the monthly financial report for the period ended June 2020 be received.

AMENDMENT

Moved Cr Atherton

Seconded Cr Lindemann

That the monthly financial report for the period ended June 2020 be received, subject to further information being provided by close of business 28 August 2020 in relation to the discrepancies between page 2 of the Draft Budget and the Monthly Financial Statement for 30 June 2020.

CARRIED 9/0

COUNCIL RESOLUTION 119/20

Moved Cr Wringe

Seconded Cr Massey

That the monthly financial report for the period ended June 2020 be received, subject to further information being provided by close of business 28 August 2020 in relation to the discrepancies between page 2 of the Draft Budget and the Monthly Financial Statement for 30 June 2020.

CARRIED 9/0

9.2.3 ADOPTION OF THE STATUTORY BUDGET 2020/2021

Location	Shire of Donnybrook Balingup
Applicant	Shire of Donnybrook Balingup
File Reference	FNC 04/1
Author	Paul Breman, Executive Manager Corporate and Community
Responsible Manager	Paul Breman, Executive Manager Corporate and Community
Attachments	9.2.3(1) - 2020/21 Annual Draft Budget (Management) 9.2.3(2) - 2020/21 Draft Fees and Charges 9.2.3(3) – 2020/21 Annual Draft Budget (Statutory)
Voting Requirements	Absolute Majority
Staff Conflict of Interest Notifications	<ul style="list-style-type: none"> The Chief Executive Officer declares a proximity interest in relation to item 9.2.3 as the Works Program supporting the Draft Budget proposes asset maintenance works to a residential road adjoining his home address.

Recommendation	
1.	<p>Pursuant to Section 6.2 of the Local Government Act 1995, Council adopts the 2020/2021 Annual Budget, as attached, subject to:</p> <p style="margin-left: 40px;">1.1 Amending the purpose of the Land Development Reserve from “To fund the purchase of land for future community purposes” to “To fund the purchase and/or development of land, buildings and infrastructure for future community purposes”.</p>
2.	<p>Pursuant to Section 6.16 of the Local Government Act 1995, Council adopts the Schedule of Fees and Charges for 2020/21, as attached.</p>
3.	<p>Pursuant to Section 6.32 of the Local Government Act 1995, Council adopts the following rates in the dollar and minimum payments for the 2020/21 financial year on all ratable land:</p> <p style="margin-left: 40px;">General rate multiplied by each valuation dollar:</p> <p style="margin-left: 80px;">UV = 0.005377</p> <p style="margin-left: 80px;">GRV = 0.081733</p> <p style="margin-left: 40px;">Minimum payment level:</p> <p style="margin-left: 80px;">UV = \$1,104</p> <p style="margin-left: 80px;">GRV = \$1,104</p>

4. Pursuant to Section 6.45 of the Local Government Act 1995, Council sets due dates for the payment of rates and charges as follows:

Payment in Full

Full Payment	15 October 2020
---------------------	------------------------

Two Instalments

1st Instalment	15 October 2020
2nd Instalment	12 February 2021

Four Instalments

1st Instalment	15 October 2020
2nd Instalment	14 December 2020
3rd Instalment	12 February 2021
4th Instalment	13 April 2021

5. Pursuant to Section 6.51 of the Local Government Act 1995, Council adopts an 8% rate of penalty interest on overdue rates and charges that remain unpaid past the due date.
6. Pursuant to Section 6.45 of the Local Government Act 1995, Council adopts an interest rate of 5.5% where the owner has elected to pay rates and charges through an instalment option.
7. Pursuant to Section 6.45 of the Local Government Act 1995, Council adopts an instalment administration charge where the owner has elected to pay rates and charges through an instalment option being \$11.00 payable on the 2nd (and each subsequent) instalments:
- \$11.00 total fee for two (2) instalment option.**
\$33.00 total fee for four (4) instalment option.
8. Pursuant to Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, Council adopts a material variance for reporting of \$10,000 for 2020/21.

9. Pursuant to section 66 of the Waste Avoidance and Resource Recovery Act 2007, Council set the 2020/21 rate in the dollar for a Waste Management Levy for the purposes of:

- a) Provision of suitable places, buildings and appliances for the disposal of refuse.
- b) Construction and installation of plant for the disposal of refuse.

GRV	\$0.010862
UV	\$0.000557

10. Pursuant to section 6.47 of the Local Government Act 1995 grant a concession to the 2020/21 Waste Management Levy raised under section 66 of the Waste Avoidance and Resource Recovery Act 2007

Description of concession	50% of the difference between the calculated 2020/21 Waste Management Levy and \$250
Circumstances in which it will be granted	Assessments with a base 2020/21 Waste Management Levy greater than \$250
Class of persons to whom it is available	Assessments with a base 2020/21 Waste Management Levy greater than \$250
Reasons for the concession	To phase in the transition of the Waste Management Levy being absorbed into General Rates from 2021/22

11. Pursuant to section 6.47 of the Local Government Act 1995, waive the 2020/21 Waste Management Levy on assessments granted exemptions in accordance with Council Policy 6.5 – Waste Management Levy Exemption

Description of Waiver	100% of the Waste Management Levy
Circumstances in which it will be granted	In accordance with Council Policy 6.5 – Waste Management Levy Exemption
Class of persons to whom it is available	In accordance with Council Policy 6.5 – Waste Management Levy Exemption
Reasons for the Waiver	In accordance with Council Policy 6.5 – Waste Management Levy Exemption

12. Pursuant to section 67 of the Waste Avoidance and Resource Recovery Act 2007, Council sets the 2019/20 Waste Receptacle Charges.

Bin Service - 3 Bin Service	\$265.00
Bin Service - 2 Bin Service	\$221.00
Optional Bin - Rubbish (Fortnightly)	\$81.00
Optional Bin - Rubbish (Weekly)	\$158.00
Optional Bin - Recycling	\$63.00
Optional Bin - Organics	\$122.00
Aged Care Bin Service - 3 Bin Service	\$89.00
Aged Care Bin Service – Optional Organics	\$39.00

13. Pursuant to regulation 53 of the Building Regulations 2012, Council adopts the annual Swimming Pool Barrier Inspection fee of \$14.61 per swimming pool.

ABSOLUTE MAJORITY VOTE REQUIRED

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 provisions
Action	4.2.1.4	Demonstrate sound financial planning and management, including revenue / expenditure review diversification strategies and long term financial planning

EXECUTIVE SUMMARY

The Executive recommendations are required to adopt the 2020/21 Annual Budget and associated fees and charges.

BACKGROUND

Council adopted items and content relating to the 2020/21 Draft Annual Budget at its meeting held 22 July 2020:

COUNCIL RESOLUTION 111/20

That Council:

1. *Receive the 2020-21:*

- 1.1 *Draft Budget Overview;*
- 1.2 *Draft Budget Works and Projects Summary; and*
- 1.3 *The 2020-21 Draft Workforce Plan.*

2. *Instructs the Chief Executive Officer to prepare the 2020-21 Draft Budget in accordance with the information contained therein (items 1.1 – 1.3, above) for presentation to the Council.*

CARRIED

The Draft Budget has been produced in accordance with provisions of the Local Government Act 1995 (with additional supplementary budget papers) and will be provided under separate cover.

Please note, 2020-21 line item detail draft budget and fees and charges are attached to this item however the 2020-21 draft statutory format budget will be distributed prior to the August ordinary Council meeting.

FINANCIAL IMPLICATIONS

This report will adopt the 2020/21 Annual Budget as required by the *Local Government Act 1995*.

POLICY COMPLIANCE

Not applicable.

STATUTORY COMPLIANCE

Section 6.2 of the Local Government Act requires that:

“Not later than 31st August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.”

Note: The form and manner prescribed is detailed in Part 3 of the Local Government (Financial Management) Regulations 1996.

CONSULTATION

Not applicable.

OFFICER COMMENT/CONCLUSION

The Executive recommendations set out the item comprise the resolution to adopt the 2020-21 Budget in statutory format.

OUTCOME OF MEETING

Cr Wringe declared a proximity interest in item 9.2.3 as the road adjoining her property is proposed for asset renewal and upgrade works this financial year. The Minister for Local Government has approved an application under section 5.69(3) of the *Local Government Act 1995* allowing Cr Wringe to fully participate in the discussion and decision making relating to this item. *(The approval letter was tabled and is provided as an attachment to the Minutes).*

EXECUTIVE RECOMMENDATION

Moved Cr Lindemann

Seconded Cr Wringe

1. Pursuant to Section 6.2 of the Local Government Act 1995, Council adopts the 2020/2021 Annual Budget, as attached, subject to:

1.1 Amending the purpose of the Land Development Reserve from “To fund the purchase of land for future community purposes” to “To fund the purchase and/or development of land, buildings and infrastructure for future community purposes”.

2. Pursuant to Section 6.16 of the Local Government Act 1995, Council adopts the Schedule of Fees and Charges for 2020/21, as attached.

3. Pursuant to Section 6.32 of the Local Government Act 1995, Council adopts the following rates in the dollar and minimum payments for the 2020/21 financial year on all ratable land:

General rate multiplied by each valuation dollar:

UV = 0.005377

GRV = 0.081733

Minimum payment level:

UV = \$1,104

GRV = \$1,104

4. Pursuant to Section 6.45 of the Local Government Act 1995, Council sets due dates for the payment of rates and charges as follows:

Payment in Full

Full Payment	15 October 2020
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Two Instalments

1st Instalment	15 October 2020
2nd Instalment	12 February 2021

Four Instalments

1st Instalment	15 October 2020
2nd Instalment	14 December 2020
3rd Instalment	12 February 2021
4th Instalment	13 April 2021

5. Pursuant to Section 6.51 of the Local Government Act 1995, Council adopts an 8% rate of penalty interest on overdue rates and charges that remain unpaid past the due date.
6. Pursuant to Section 6.45 of the Local Government Act 1995, Council adopts an interest rate of 5.5% where the owner has elected to pay rates and charges through an instalment option.
7. Pursuant to Section 6.45 of the Local Government Act 1995, Council adopts an instalment administration charge where the owner has elected to pay rates and charges through an instalment option being \$11.00 payable on the 2nd (and each subsequent) instalments:

\$11.00 total fee for two (2) instalment option.

\$33.00 total fee for four (4) instalment option.

8. Pursuant to Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, Council adopts a material variance for reporting of \$10,000 for 2020/21.
9. Pursuant to section 66 of the Waste Avoidance and Resource Recovery Act 2007, Council set the 2020/21 rate in the dollar for a Waste Management Levy for the purposes of:
- a) Provision of suitable places, buildings and appliances for the disposal of refuse.
 - b) Construction and installation of plant for the disposal of refuse.

GRV	\$0.010862
UV	\$0.000557

10. Pursuant to section 6.47 of the Local Government Act 1995 grant a concession to the 2020/21 Waste Management Levy raised under section 66 of the Waste Avoidance and Resource Recovery Act 2007

Description of concession	50% of the difference between the calculated 2020/21 Waste Management Levy and \$250
Circumstances in which it will be granted	Assessments with a base 2020/21 Waste Management Levy greater than \$250
Class of persons to whom it is available	Assessments with a base 2020/21 Waste Management Levy greater than \$250
Reasons for the concession	To phase in the transition of the Waste Management Levy being absorbed into General Rates from 2021/22

11. Pursuant to section 6.47 of the Local Government Act 1995, waive the 2020/21 Waste Management Levy on assessments granted exemptions in accordance with Council Policy 6.5 – Waste Management Levy Exemption

Description of Waiver	100% of the Waste Management Levy
Circumstances in which it will be granted	In accordance with Council Policy 6.5 – Waste Management Levy Exemption
Class of persons to whom it is available	In accordance with Council Policy 6.5 – Waste Management Levy Exemption
Reasons for the Waiver	In accordance with Council Policy 6.5 – Waste Management Levy Exemption

12. Pursuant to section 67 of the Waste Avoidance and Resource Recovery Act 2007, Council sets the 2019/20 Waste Receptacle Charges.

Bin Service - 3 Bin Service	\$265.00
Bin Service - 2 Bin Service	\$221.00
Optional Bin - Rubbish (Fortnightly)	\$81.00
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Optional Bin - Recycling	\$63.00

Optional Bin - Organics	\$122.00
Aged Care Bin Service - 3 Bin Service	\$89.00
Aged Care Bin Service – Optional Organics	\$39.00

13. Pursuant to regulation 53 of the Building Regulations 2012, Council adopts the annual Swimming Pool Barrier Inspection fee of \$14.61 per swimming pool.

AMENDMENT

Moved Cr Sercombe

Seconded Cr Smith

1. Pursuant to Section 6.2 of the Local Government Act 1995, Council adopts the 2020/2021 Annual Budget, as attached, subject to:

1.1 Amending the purpose of the Land Development Reserve from “To fund the purchase of land for future community purposes” to “To fund the purchase and/or development of land, buildings and infrastructure for future community purposes”.

1.2 Amending the \$15,000 allocation to ‘Ayers Gardens new seating and shade’ to ‘Ayers Gardens new seating, shade and cycling infrastructure’.

2. Pursuant to Section 6.16 of the Local Government Act 1995, Council adopts the Schedule of Fees and Charges for 2020/21, as attached.
3. Pursuant to Section 6.32 of the Local Government Act 1995, Council adopts the following rates in the dollar and minimum payments for the 2020/21 financial year on all ratable land:

General rate multiplied by each valuation dollar:

UV = 0.005377

GRV = 0.081733

Minimum payment level:

UV = \$1,104

GRV = \$1,104

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 - \$33.00 total fee for four (4) instalment option.
8. Pursuant to Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, Council adopts a material variance for reporting of \$10,000 for 2020/21.
9. Pursuant to section 66 of the Waste Avoidance and Resource Recovery Act 2007, Council set the 2020/21 rate in the dollar for a Waste Management Levy for the purposes of:
 - a) Provision of suitable places, buildings and appliances for the disposal of refuse.
 - b) Construction and installation of plant for the disposal of refuse.

GRV	\$0.010862
UV	\$0.000557

10. Pursuant to section 6.47 of the Local Government Act 1995 grant a concession to the 2020/21 Waste Management Levy raised under section 66 of the Waste Avoidance and Resource Recovery Act 2007

Description of concession	50% of the difference between the calculated 2020/21 Waste Management Levy and \$250
Circumstances in which it will be granted	Assessments with a base 2020/21 Waste Management Levy greater than \$250
Class of persons to whom it is available	Assessments with a base 2020/21 Waste Management Levy greater than \$250
Reasons for the concession	To phase in the transition of the Waste Management Levy being absorbed into General Rates from 2021/22

11. Pursuant to section 6.47 of the Local Government Act 1995, waive the 2020/21 Waste Management Levy on assessments granted exemptions in accordance with Council Policy 6.5 – Waste Management Levy Exemption

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Circumstances in which it will be granted	In accordance with Council Policy 6.5 – Waste Management Levy Exemption
Class of persons to whom it is available	In accordance with Council Policy 6.5 – Waste Management Levy Exemption
Reasons for the Waiver	In accordance with Council Policy 6.5 – Waste Management Levy Exemption

12. Pursuant to section 67 of the Waste Avoidance and Resource Recovery Act 2007, Council sets the 2019/20 Waste Receptacle Charges.

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Optional Bin - Recycling	\$63.00
Optional Bin - Organics	\$122.00
Aged Care Bin Service - 3 Bin Service	\$89.00

Aged Care Bin Service – Optional Organics	\$39.00
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13. Pursuant to regulation 53 of the Building Regulations 2012, Council adopts the annual Swimming Pool Barrier Inspection fee of \$14.61 per swimming pool.

CARRIED 8/1

AMENDMENT

Moved Cr Lindemann

Seconded Cr Smith

1. Pursuant to Section 6.2 of the Local Government Act 1995, Council adopts the 2020/2021 Annual Budget, as attached, subject to:

1.1 Amending the purpose of the Land Development Reserve from “To fund the purchase of land for future community purposes” to “To fund the purchase and/or development of land, buildings and infrastructure for future community purposes”.

1.2 *Remainder of Budget Item 11082 – Resource Sharing Subscriptions - Bunbury Geographe Economic Alliance fee to be removed and utilised for local marketing initiatives.*

2. Pursuant to Section 6.16 of the Local Government Act 1995, Council adopts the Schedule of Fees and Charges for 2020/21, as attached.
3. Pursuant to Section 6.32 of the Local Government Act 1995, Council adopts the following rates in the dollar and minimum payments for the 2020/21 financial year on all ratable land:

General rate multiplied by each valuation dollar:

UV = 0.005377

GRV = 0.081733

Minimum payment level:

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4. Pursuant to Section 6.45 of the Local Government Act 1995, Council sets due dates for the payment of rates and charges as follows:

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7. Pursuant to Section 6.45 of the Local Government Act 1995, Council adopts an instalment administration charge where the owner has elected to pay rates and charges through an instalment option being \$11.00 payable on the 2nd (and each subsequent) instalments:

\$11.00 total fee for two (2) instalment option.
 \$33.00 total fee for four (4) instalment option.

8. Pursuant to Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, Council adopts a material variance for reporting of \$10,000 for 2020/21.
9. Pursuant to section 66 of the Waste Avoidance and Resource Recovery Act 2007, Council set the 2020/21 rate in the dollar for a Waste Management Levy for the purposes of:
 - a) Provision of suitable places, buildings and appliances for the disposal of refuse.
 - b) Construction and installation of plant for the disposal of refuse.

GRV	\$0.010862
UV	\$0.000557

10. Pursuant to section 6.47 of the Local Government Act 1995 grant a concession to the 2020/21 Waste Management Levy raised under section 66 of the Waste Avoidance and Resource Recovery Act 2007

Description of concession	50% of the difference between the calculated 2020/21 Waste Management Levy and \$250
Circumstances in which it will be granted	Assessments with a base 2020/21 Waste Management Levy greater than \$250
Class of persons to whom it is available	Assessments with a base 2020/21 Waste Management Levy greater than \$250
Reasons for the concession	To phase in the transition of the Waste Management Levy being absorbed into General Rates from 2021/22

11. Pursuant to section 6.47 of the Local Government Act 1995, waive the 2020/21 Waste Management Levy on assessments granted exemptions in accordance with Council Policy 6.5 – Waste Management Levy Exemption

Description of Waiver	100% of the Waste Management Levy
Circumstances in which it will be granted	In accordance with Council Policy 6.5 – Waste Management Levy Exemption
Class of persons to whom it is available	In accordance with Council Policy 6.5 – Waste Management Levy Exemption
Reasons for the Waiver	In accordance with Council Policy 6.5 – Waste Management Levy Exemption

12. Pursuant to section 67 of the Waste Avoidance and Resource Recovery Act 2007, Council sets the 2019/20 Waste Receptacle Charges.

Bin Service - 3 Bin Service	\$265.00
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Optional Bin - Recycling	\$63.00
Optional Bin - Organics	\$122.00
Aged Care Bin Service - 3 Bin Service	\$89.00
Aged Care Bin Service – Optional Organics	\$39.00

13. Pursuant to regulation 53 of the Building Regulations 2012, Council adopts the annual Swimming Pool Barrier Inspection fee of \$14.61 per swimming pool.

LOST 4/5

AMENDMENT

Moved Cr Mitchell

Seconded Cr Sercombe

1. Pursuant to Section 6.2 of the Local Government Act 1995, Council adopts the 2020/2021 Annual Budget, as attached, subject to:

- 1.1 Amending the purpose of the Land Development Reserve from “To fund the purchase of land for future community purposes” to “To fund the purchase and/or development of land, buildings and infrastructure for future community purposes”.

1.2 Reducing Budget item 102420 Allowance ICT \$12,450 to the minimum requirement.

2. Pursuant to Section 6.16 of the Local Government Act 1995, Council adopts the Schedule of Fees and Charges for 2020/21, as attached.
3. Pursuant to Section 6.32 of the Local Government Act 1995, Council adopts the following rates in the dollar and minimum payments for the 2020/21 financial year on all ratable land:

General rate multiplied by each valuation dollar:

UV = 0.005377

GRV = 0.081733

Minimum payment level:

UV = \$1,104

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4. Pursuant to Section 6.45 of the Local Government Act 1995, Council sets due dates for the payment of rates and charges as follows:

Payment in Full

Full Payment	15 October 2020
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1 st Instalment	15 October 2020
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1st Instalment	15 October 2020
2nd Instalment	14 December 2020
3rd Instalment	12 February 2021
4th Instalment	13 April 2021

5. Pursuant to Section 6.51 of the Local Government Act 1995, Council adopts an 8% rate of penalty interest on overdue rates and charges that remain unpaid past the due date.
6. Pursuant to Section 6.45 of the Local Government Act 1995, Council adopts an interest rate of 5.5% where the owner has elected to pay rates and charges through an instalment option.
7. Pursuant to Section 6.45 of the Local Government Act 1995, Council adopts an instalment administration charge where the owner has elected to pay rates and charges through an instalment option being \$11.00 payable on the 2nd (and each subsequent) instalments:

\$11.00 total fee for two (2) instalment option.
\$33.00 total fee for four (4) instalment option.

8. Pursuant to Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, Council adopts a material variance for reporting of \$10,000 for 2020/21.
9. Pursuant to section 66 of the Waste Avoidance and Resource Recovery Act 2007, Council set the 2020/21 rate in the dollar for a Waste Management Levy for the purposes of:
 - a) Provision of suitable places, buildings and appliances for the disposal of refuse.
 - b) Construction and installation of plant for the disposal of refuse.

GRV	\$0.010862
UV	\$0.000557

10. Pursuant to section 6.47 of the Local Government Act 1995 grant a concession to the 2020/21 Waste Management Levy raised under section 66 of the Waste Avoidance and Resource Recovery Act 2007

Description of concession	50% of the difference between the calculated 2020/21 Waste Management Levy and \$250
Circumstances in which it will be granted	Assessments with a base 2020/21 Waste Management Levy greater than \$250

Class of persons to whom it is available	Assessments with a base 2020/21 Waste Management Levy greater than \$250
Reasons for the concession	To phase in the transition of the Waste Management Levy being absorbed into General Rates from 2021/22

11. Pursuant to section 6.47 of the Local Government Act 1995, waive the 2020/21 Waste Management Levy on assessments granted exemptions in accordance with Council Policy 6.5 – Waste Management Levy Exemption

Description of Waiver	100% of the Waste Management Levy
Circumstances in which it will be granted	In accordance with Council Policy 6.5 – Waste Management Levy Exemption
Class of persons to whom it is available	In accordance with Council Policy 6.5 – Waste Management Levy Exemption
Reasons for the Waiver	In accordance with Council Policy 6.5 – Waste Management Levy Exemption

12. Pursuant to section 67 of the Waste Avoidance and Resource Recovery Act 2007, Council sets the 2019/20 Waste Receptacle Charges.

Bin Service - 3 Bin Service	\$265.00
Bin Service - 2 Bin Service	\$221.00
Optional Bin - Rubbish (Fortnightly)	\$81.00
Optional Bin - Rubbish (Weekly)	\$158.00
Optional Bin - Recycling	\$63.00
Optional Bin - Organics	\$122.00
Aged Care Bin Service - 3 Bin Service	\$89.00
Aged Care Bin Service – Optional Organics	\$39.00

13. Pursuant to regulation 53 of the Building Regulations 2012, Council adopts the annual Swimming Pool Barrier Inspection fee of \$14.61 per swimming pool.

Cr Mitchell (in agreeance with Cr Sercombe as the seconder) withdrew the motion.

COUNCIL RESOLUTION 120/20

Moved Cr Lindemann

Seconded Cr Wringe

1. Pursuant to Section 6.2 of the Local Government Act 1995, Council adopts the 2020/2021 Annual Budget, as attached, subject to:

1.1 Amending the purpose of the Land Development Reserve from “To fund the purchase of land for future community purposes” to “To fund the purchase and/or development of land, buildings and infrastructure for future community purposes”.

1.2 Amending the \$15,000 allocation to ‘Ayers Gardens new seating and shade’ to ‘Ayers Gardens new seating, shade and cycling infrastructure’.

2. Pursuant to Section 6.16 of the Local Government Act 1995, Council adopts the Schedule of Fees and Charges for 2020/21, as attached.

3. Pursuant to Section 6.32 of the Local Government Act 1995, Council adopts the following rates in the dollar and minimum payments for the 2020/21 financial year on all ratable land:

General rate multiplied by each valuation dollar:

UV = 0.005377

GRV = 0.081733

Minimum payment level:

UV = \$1,104

GRV = \$1,104

4. Pursuant to Section 6.45 of the Local Government Act 1995, Council sets due dates for the payment of rates and charges as follows:

Payment in Full

Full Payment	15 October 2020
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Two Instalments

1st Instalment	15 October 2020
2nd Instalment	12 February 2021

Four Instalments

1st Instalment	15 October 2020
2nd Instalment	14 December 2020

3rd Instalment	12 February 2021
4th Instalment	13 April 2021

5. Pursuant to Section 6.51 of the Local Government Act 1995, Council adopts an 8% rate of penalty interest on overdue rates and charges that remain unpaid past the due date.
6. Pursuant to Section 6.45 of the Local Government Act 1995, Council adopts an interest rate of 5.5% where the owner has elected to pay rates and charges through an instalment option.
7. Pursuant to Section 6.45 of the Local Government Act 1995, Council adopts an instalment administration charge where the owner has elected to pay rates and charges through an instalment option being \$11.00 payable on the 2nd (and each subsequent) instalments:

\$11.00 total fee for two (2) instalment option.
\$33.00 total fee for four (4) instalment option.

8. Pursuant to Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, Council adopts a material variance for reporting of \$10,000 for 2020/21.
9. Pursuant to section 66 of the Waste Avoidance and Resource Recovery Act 2007, Council set the 2020/21 rate in the dollar for a Waste Management Levy for the purposes of:
 - a) Provision of suitable places, buildings and appliances for the disposal of refuse.
 - b) Construction and installation of plant for the disposal of refuse.

GRV	\$0.010862
UV	\$0.000557

10. Pursuant to section 6.47 of the Local Government Act 1995 grant a concession to the 2020/21 Waste Management Levy raised under section 66 of the Waste Avoidance and Resource Recovery Act 2007

Description of concession	50% of the difference between the calculated 2020/21 Waste Management Levy and \$250
Circumstances in which it will be granted	Assessments with a base 2020/21 Waste Management Levy greater than \$250
Class of persons to whom it is available	Assessments with a base 2020/21 Waste Management Levy greater than \$250

Reasons for the concession	To phase in the transition of the Waste Management Levy being absorbed into General Rates from 2021/22
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11. Pursuant to section 6.47 of the Local Government Act 1995, waive the 2020/21 Waste Management Levy on assessments granted exemptions in accordance with Council Policy 6.5 – Waste Management Levy Exemption

Description of Waiver	100% of the Waste Management Levy
Circumstances in which it will be granted	In accordance with Council Policy 6.5 – Waste Management Levy Exemption
Class of persons to whom it is available	In accordance with Council Policy 6.5 – Waste Management Levy Exemption
Reasons for the Waiver	In accordance with Council Policy 6.5 – Waste Management Levy Exemption

12. Pursuant to section 67 of the Waste Avoidance and Resource Recovery Act 2007, Council sets the 2019/20 Waste Receptacle Charges.

Bin Service - 3 Bin Service	\$265.00
Bin Service - 2 Bin Service	\$221.00
Optional Bin - Rubbish (Fortnightly)	\$81.00
Optional Bin - Rubbish (Weekly)	\$158.00
Optional Bin - Recycling	\$63.00
Optional Bin - Organics	\$122.00
Aged Care Bin Service - 3 Bin Service	\$89.00
Aged Care Bin Service – Optional Organics	\$39.00

13. Pursuant to regulation 53 of the Building Regulations 2012, Council adopts the annual Swimming Pool Barrier Inspection fee of \$14.61 per swimming pool.

**CARRIED 9/0
ABSOLUTE MAJORITY VOTE ATTAINED**

Note – Elected Members expressed their appreciation to officers for a well-presented Budget in a timely manner.

9.2.4 ANNUAL CONCESSIONS ON SPLIT LOCAL GOVERNMENT BOUNDARIES

Location	Shire of Donnybrook Balingup
Applicant	Not applicable
File Reference	A2491, A4390, A2671, A1394
Author	Paul Breman, Executive Manager Corporate and Community
Responsible Officer	Paul Breman, Executive Manager Corporate and Community
Attachments	9.2.4(1) – Concession Properties with Shire Boundary dissect 2020-2021
Voting Requirements	Absolute Majority

Recommendation
<p>That Council:</p> <ol style="list-style-type: none"> 1. Grant concession of 41% on Rates on A2491, Lot 4522, 3853 Donnybrook-Boyup Brook Road, Noggerup due to: <ol style="list-style-type: none"> 1.1 The land parcel being dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary. 1.2 41% of the land parcel is located in the Shire of Boyup Brook. 2. Grant concession of 53% on Rates on A4390, Lot 11859, Walker Road, Wilga West due to: <ol style="list-style-type: none"> 2.1 The land parcel being dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary. 2.2 53% of the land parcel is located in the Shire of Boyup Brook. 3. Grant an annual concession of 79% on Rates on A2671, Lot 3804, 3905 Donnybrook-Boyup Brook Road, McAlinden due to: <ol style="list-style-type: none"> 3.1 The land parcel being dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary. 3.2 79% of the land parcel is located in the Shire of Boyup Brook. 4. Grant an annual concession of 58% on Rates on A1394, Lot 8314 Greenbushes Grimwade Road, North Greenbushes due to: <ol style="list-style-type: none"> 4.1 The land parcel being dissected by the Shire of Donnybrook Balingup and Shire of Bridgetown Greenbushes boundary. 4.2 58% of the land parcel is located in the Shire of Boyup Brook. 5. Apply Waste Management Levy Exemptions for properties approved within resolutions 1 – 4, above. 6. Apply an effective commencement date of 1 July 2020 for all concessions approved within resolutions 1 – 5, above. <p>ABSOLUTE MAJORITY VOTE REQUIRED</p>

STRATEGIC ALIGNMENT

The outcome will meet the following objectives of the Shire of Donnybrook Balingup Strategic Community Plan.

Outcome 4.2.1 Effective and efficient operations and service provision.

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider concession on rates and charges for properties dissected by the boundary of Shire of Donnybrook Balingup and Shire of Boyup Brook or Shire of Bridgetown Greenbushes.

BACKGROUND

Council has previously considered application for concession on Rates and Waste Management Levy for Assessments that are dissected by the boundary of the Shire of Donnybrook Balingup and the Shire of Boyup Brook.

At the Ordinary Meeting on 24 April 2013, Council considered an approach from the Shire of Boyup Brook to initiate a Shire boundary adjustment to resolve the issue. Council considered the application and resolved the following;

*Council Decision
(Officer's Recommended Resolution)*

Moved: Cr Dawson

Seconded: Cr Logiudice

That the CEO write to the Shire of Boyup Brook advising that it would not be in favour of a Shire boundary adjustment but would be prepared to offer a 50% rating concession and a 50% concession on any waste management charges currently levied on the affected properties, specifically crown grants 11859 (A4390), 12087 (A4389) and 4522 (A2491). The provision of these concessions is subject to the Shire of Boyup Brook providing a 50% concession to the affected landowners for land situated within the Boyup Brook Shire.

A 50% concession on Rates was applied to Assessments A4389, A2491 and A4390 for the 2013/14 – 2017/18 financial years.

At the April 2018 Ordinary Meeting, Council reviewed and adopted a new Rating Strategy, and the concession was discontinued effective 1 July 2018.

During 2019/2020, representation was made to Council on behalf of affected landowners for reintroducing concessional treatment for those properties previously receiving a concession. At the Ordinary Meeting on 25 September 2019, Council resolved:

COUNCIL DECISION 137/19 (Executive Recommendation)

Moved: Cr Tan Seconded: Cr Lindemann

That Council:

1. *Grant an annual concession of 41% on Rates on A2491, Lot 4522, 3853 Donnybrook-Boyup Brook Road, Noggerup due to:*
 - a. *The land parcel being dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary.*
 - b. *41% of the land parcel is located in the Shire of Boyup Brook.*

**Absolute Majority Vote Required*

2. *Grant an annual concession of 53% on Rates on A4390, Lot 11859 Walker Road, Wilga West due to:*
 - a. *The land parcel being dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary.*
 - b. *53% of the land parcel is located in the Shire of Boyup Brook.*

**Absolute Majority Vote Required*

3. *Not grant a rates concession on A4389, Lot 12087, 199 Walker Road, Wilga where the land parcel is dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary, as a significant percentage of land mass and built structures reside in the Shire of Donnybrook Balingup.*
4. *Not grant a rates concession on A1393, 118 Walker Road, Wilga West, where the land parcel is dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary due to:*
 - a. *The assessment comprises three contiguous lots.*
 - b. *One lot (Lot 8578) is situated entirely in the Shire of Donnybrook Balingup.*
 - c. *The assessment is group valued and Lot 8578 would ordinarily be subject to the minimum rate in its own right.*
 - d. *No rating concession was previously granted.*
5. *Apply applications for Waste Management Levy concessions on properties where the Shire Boundary dissects a land parcel in accordance with Policy 6.5 Waste Management Levy Exemption.*
6. *All concessions approved within resolutions 1 – 5, above, have an effective commencement date of 1 July 2019.*
7. *Instruct the Chief Executive Officer to undertake preliminary consultation with the Shire of Boyup Brook (by no later than December 2019) regarding boundary adjustment on properties where the Shire Boundary dissects a land parcel, in preparation for a future report to Council for its consideration.*

Carried by Absolute Majority 9/0

DETAILS

Assessments to be considered in this application for concession on Rates and Waste Management Levy for 2020/21 financial year are:

A2491	LOT 4522 (3853) BOYUP BROOK RD	NOGGERUP WA 6225
A4390	LOT 11859 WALKER RD	WILGA WEST WA 6243
A2671	LOT 3804 (3905) BOYUP BROOK RD	NOGGERUP WA 6225
A1394	LOT 8314 GREENBUSHES GRIMWADE RD	BALINGUP WA 6253

See Attachment (9.2.4(1)) for further property details.

The Valuer General has recognised the problem of the shire boundary dissecting a land parcel by apportioning the total property valuation pro rata, based on the portion of land area in each respective Shire.

Assessment	Lot	Area (ha)			Valuation 2019/20		
		Donnybrook Balingup	Other Shire	Total Area (ha)	Donnybrook Balingup	Other Shire	Total Valuation
A2491	4522	8.1	5.6	13.7	62,500	46,500	109,000
A4390	11859	30.8	34.4	65.2	58,500	76,000	134,500
A2671	3804	12.1	44.8	56.9	45,000	146,000	191,000
A1394	8314	48.5	67.9	116.4	139,000	219,000	358,000

Therefore, each Shire raises rates and charges only on the portion of land (and portion of the valuation) that is applicable in each respective Shire. The property is essentially treated as two separate smaller lots of land for rating purposes rather than a single large lot.

Council rates the properties in accordance with s6.28(4) of the Local Government Act 1995 (the Act) where it is required to apply the valuations supplied by the Valuer General.

6.28. Basis of rates

- (1) The Minister is to —
 - (a) determine the method of valuation of land to be used by a local government as the basis for a rate; and
 - (b) publish a notice of the determination in the *Government Gazette*.
- (2) In determining the method of valuation of land to be used by a local government the Minister is to have regard to the general principle that the basis for a rate on any land is to be —
 - (a) where the land is used predominantly for rural purposes, the unimproved value of the land; and
 - (b) where the land is used predominantly for non-rural purposes, the gross rental value of the land.
- (3) The unimproved value or gross rental value, as the case requires, of rateable land in the district of a local government is to be recorded in the rate record of that local government.
- (4) Subject to subsection (5), for the purposes of this section the valuation to be used by a local government is to be the valuation in force under the *Valuation of Land Act 1978* as at 1 July in each financial year.
- (5) Where during a financial year —
 - (a) an interim valuation is made under the *Valuation of Land Act 1978*; or

(b) a valuation comes into force under the *Valuation of Land Act 1978* as a result of the amendment of a valuation under that Act; or

(c) a new valuation is made under the *Valuation of Land Act 1978* in the course of completing a general valuation that has previously come into force, the interim valuation, amended valuation or new valuation, as the case requires, is to be used by a local government for the purposes of this section.

[Section 6.28 amended: No. 1 of 1998 s. 20.]

The Act also provides the authority for Council to grant discounts or concessions to rates and other amounts owing.

6.47. Concessions

Subject to the *Rates and Charges (Rebates and Deferments) Act 1992*, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

* Absolute majority required.

6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may —
- (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money, which is owed to the local government.

* Absolute majority required.

FINANCIAL IMPLICATIONS

As the 2020/21 budget has not been adopted, calculations have been based on 2019/20 figures. With the Officer Recommendation applied, there would be a reduction in revenue of \$2,702.24.

	Based on 2019/20 Figures			Proposed Concession		Reduction in Revenue		
	Valuation	Rates Levied	WML Levied	Rates Concession %	WML Concession %	Rates Concession \$	WML Concession \$	Total Concession \$
A2491	\$62,500	\$1,104.00	\$0.00	41%	100%	\$452.64	\$0.00	\$452.64
A4390	\$58,500	\$1,104.00	\$0.00	53%	100%	\$585.12	\$0.00	\$585.12
A2671	\$45,000	\$1,104.00	\$152.00	79%	100%	\$872.16	\$152.00	\$1,024.16
A1394	\$139,000	\$1,104.00	\$0.00	58%	100%	\$640.32	\$0.00	\$640.32
						\$2,550.24	\$152.00	\$2,702.24

POLICY COMPLIANCE

Not applicable.

STATUTORY COMPLIANCE

S6.28 of the Local Government Act 1995 (the act) requires a Local Government to rate in accordance with the valuation provided by the Valuer General.

6.28. Basis of rates

- (1) The Minister is to —
 - (a) determine the method of valuation of land to be used by a local government as the basis for a rate; and
 - (b) publish a notice of the determination in the *Government Gazette*.
- (2) In determining the method of valuation of land to be used by a local government the Minister is to have regard to the general principle that the basis for a rate on any land is to be —
 - (a) where the land is used predominantly for rural purposes, the unimproved value of the land; and
 - (b) where the land is used predominantly for non-rural purposes, the gross rental value of the land.
- (3) The unimproved value or gross rental value, as the case requires, of rateable land in the district of a local government is to be recorded in the rate record of that local government.
- (4) Subject to subsection (5), for the purposes of this section the valuation to be used by a local government is to be the valuation in force under the *Valuation of Land Act 1978* as at 1 July in each financial year.
- (5) Where during a financial year —
 - (a) an interim valuation is made under the *Valuation of Land Act 1978*; or
 - (b) a valuation comes into force under the *Valuation of Land Act 1978* as a result of the amendment of a valuation under that Act; or
 - (c) a new valuation is made under the *Valuation of Land Act 1978* in the course of completing a general valuation that has previously come into force, the interim valuation, amended valuation or new valuation, as the case requires, is to be used by a local government for the purposes of this section.

Valuations as supplied by Landgate (the Valuer General) are required to be applied to a property without amendment.

Council has the authority to resolve to grant discounts and concessions per s6.47 and s6.12 of the Act.

6.47. Concessions

Subject to the *Rates and Charges (Rebates and Deferments) Act 1992*, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

* Absolute majority required.

6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may —
 - (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - (b) waive or grant concessions in relation to any amount of money; or
 - (c) write off any amount of money, which is owed to the local government.

* Absolute majority required.

CONSULTATION

Not applicable.

OFFICER COMMENT/CONCLUSION

It is not recommended that an arbitrary 50% concession be granted due to the varying proportion of the subject land parcels that reside with side of the boundary.

Assessment	Lot	Area (ha)		
		Donnybrook Balingup	Other Shire	Total Area (ha)
A2491	4522	59%	41%	100%
A4390	11859	47%	53%	100%
A2671	3804	21%	79%	100%
A1394	8314	42%	58%	100%

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%

As 41% of the land parcel (as calculated by the Valuer General) is located in the Shire of Boyup Brook, it is recommended that a 41% rates concession be granted until such time a boundary adjustment is enacted.

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%

As 53% of the land parcel (as calculated by the Valuer General) is located in the Shire of Boyup Brook, it is recommended that a 53% rates concession be granted until such time a boundary adjustment is enacted.

Assessment	A2671
Address	3905 Donnybrook-Boyup Brook Road, Noggerup
Lot	3804

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)	12.1 ha	44.8 ha	56.9 ha
Land Area (%)	21%	79%	100%

As 79% of the land parcel (as calculated by the Valuer General) is located in the Shire of Boyup Brook, it is recommended that a 79% rates concession be granted until such time a boundary adjustment is enacted.

Assessment	A1394
Address	Lot 8314 Greenbushes Grimwade Road, Balingup
Lot	8314

According to Landgate (the Valuer General) the land area of the assessment is divided per the following;

	Shire of Donnybrook Balingup	Shire of Bridgetown Greenbushes	Total
Land Area (ha)	48.5 ha	67.9 ha	116.4 ha
Land Area (%)	42%	58%	100%

As 58% of the land parcel (as calculated by the Valuer General) is located in the Shire of Bridgetown Greenbushes, it is recommended that a 58% rates concession be granted until such time a boundary adjustment is enacted.

COUNCIL RESOLUTION 121/20

Moved Cr Lindemann

Seconded Cr Massey

That Council:

- 1. Grant concession of 41% on Rates on A2491, Lot 4522, 3853 Donnybrook-Boyup Brook Road, Noggerup due to:**
 - 1.1 The land parcel being dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary.**
 - 1.2 41% of the land parcel is located in the Shire of Boyup Brook.**

- 2. Grant concession of 53% on Rates on A4390, Lot 11859, Walker Road, Wilga West due to:**
 - 2.1 The land parcel being dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary.**
 - 2.2 53% of the land parcel is located in the Shire of Boyup Brook.**

- 3. Grant an annual concession of 79% on Rates on A2671, Lot 3804, 3905 Donnybrook-Boyup Brook Road, McAlinden due to:**
 - 3.1 The land parcel being dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary.**
 - 3.2 79% of the land parcel is located in the Shire of Boyup Brook.**

4. **Grant an annual concession of 58% on Rates on A1394, Lot 8314 Greenbushes Grimwade Road, North Greenbushes due to:**
 - 4.1 **The land parcel being dissected by the Shire of Donnybrook Balingup and Shire of Bridgetown Greenbushes boundary.**
 - 4.2 **58% of the land parcel is located in the Shire of Boyup Brook.**
5. **Apply Waste Management Levy Exemptions for properties approved within resolutions 1 – 4, above.**
6. **Apply an effective commencement date of 1 July 2020 for all concessions approved within resolutions 1 – 5, above.**

**CARRIED 8/0 by En Bloc Resolution
ABSOLUTE MAJORITY VOTE ATTAINED**

9.2.5 2020/2021 COMMUNITY GRANTS FUNDING SCHEME – REQUEST FOR VARIATION TO REQUESTED FUNDING FOR DONNYBROOK FOOD AND WINE FESTIVAL

Location	Shire of Donnybrook Balingup
Applicant	Donnybrook Wineries and Producers Inc.
File Reference	FNC 08/6
Author	James Jarvis – Manager, Community Development
Responsible Manager	Paul Breman – Executive Manager, Corporate and Community
Attachments	9.2.5(1) - Community Grant Funding Guidelines 9.2.5(2) - Original Application for the Donnybrook Food and Wine Festival 9.2.5(3) - Donnybrook Wineries and Producers Grant Variation Request
Voting Requirements	Simple Majority
Staff Conflict of Interest Notifications	<ul style="list-style-type: none"> • Manager Community Development declares an impartiality interest in relation to item 9.2.5 as he is a voting member of the Donnybrook Food and Wine Festival • The Chief Executive Officer declares an impartiality interest in item 9.2.5 having personally purchased several tickets to the event.

Recommendation	
<p>That Council:</p> <ol style="list-style-type: none"> 1. Approve the variation of purpose for the current Donnybrook Wineries and Producers Inc (DWP) Community Grant application to a new purpose being the underwriting of any loss incurred (to the satisfaction of the Chief Executive Officer) in the delivery of the new Long Table Luncheon pilot, scheduled for 26 September 2020, up to the value of \$2,000. 2. In the circumstance that the Shire does provide financial assistance to the DWP, as per resolution 1 above, requires a condition enabling the Shire to access and utilise the DWP materials (cutlery, crockery, glasses, tablecloths etc) for Shire events, so long as the Shire event does not conflict (scheduling) with a DWP event. 	

STRATEGIC ALIGNMENT

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

Outcome	3.1	An engaged, supportive, and inclusive community
Strategy	3.1.1	Facilitate, encourage, and support a diverse range of festivals, community events, arts and cultural activities.
Action	3.1.1.2	Continue to encourage and support community-led events

EXECUTIVE SUMMARY

Prior to the COVID-19 pandemic State of Emergency in Western Australia (WA) being enacted in early 2020, the Donnybrook Food and Wine Festival applied for a Major Community Grant for \$2000 to support the delivery of the 2020 Donnybrook Food and Wine Festival. Given the long-term uncertainty linked to the state of the pandemic in WA and the phased restrictions introduced by the State Government, the DWP made the difficult decision to change the delivery format from a large festival to a smaller long table lunch. The decision was aimed at maintaining the momentum created for visitors, to our Shire, on the excellent food and wine producers, pilot a new tourism event, and allow the DWP to position for the 2021 Donnybrook Food and Wine Festival.

There is an opportunity for the Shire to creatively support DWP through the Community Grants Funding Scheme. The pilot long table luncheon is considered by DWP to be the test for a future luncheon series, which would be a new tourism event and product showcasing the produce grown in our Shire. DWP's intention is to use any revenue raised through the future luncheon series to be used to offset losses incurred in the delivery of the annual, traditional Food and Wine Festival.

In lieu of DWP's request to sponsor the long table luncheon to the value of \$2000, as per their variation request, the Shire's recommendation is to underwrite the new pilot event up to the value of \$2000 should the pilot rustic long table lunch incur a loss.

BACKGROUND

The Shire's Community Grants Funding Scheme (Scheme) was adopted by Council on 1 March 2016. The purpose of the Scheme is to provide funding to individuals, community groups, not-for-profit and commercial organisations that are seeking financial support to allow them to deliver projects and activities that address identified community needs.

Full details of the Scheme are outlined in the community Grants Funding Scheme Guidelines (Attachment 9.2.5(1)). This document includes details of eligibility, ineligibility, how to apply and the assessment criteria.

Applications closed on 30 April 2020 and most of the organisation's that applied for funding had contacted the Community Development team for advice on their applications prior to the COVID-19 Recovery Plan being announced.

The DWP applied for Community Event Sponsorship for the planned 2020 Donnybrook Food and Wine Festival to be held on 28th November 2020 at the Donnybrook Amphitheatre.

After DWP's application was submitted, COVID-19 restrictions were beginning to be rolled out, the State of Emergency had been declared, and the first of the State Government phased restrictions had been put into place. DWP applied for the event to proceed in a traditional format believing that restrictions would be eased by November 2020 and the event could proceed as normal.

COVID-19 restrictions have eased but with the 2m² still in place a large-scale festival like the Donnybrook Food and Wine Festival is not feasible.

Instead, DWP has planned for a pilot rustic long table lunch on 26th September 2020 to continue to promote the local wineries and producers of the Shire and retain a momentum for 2021. This change in style of event allows for social distancing and all COVID-19 hygiene requirements. The long table lunch is not intended to replace an annual Food and Wine Festival event. The purpose of the event is to pilot a new tourism product and event in Donnybrook to eventually realise a new revenue stream to offset potential losses from the traditional Food and Wine Festival event and to create a sustainable festival.

The new event is limited to 100 guests and is ticketed at \$160 per person. This income is commensurate with the income that would have been received from stallholder fees of the festival.

The event is seen by DWP as a future regular event which will act as not only a showcase of local wineries and producers but also as a fundraiser for the larger Donnybrook Food and Wine Festival and new and emerging way to promote the quality produce available as the ingredients for the Rustic Long Table Dinner are primarily sourced from Shire based producers. DWP are seeking the Shire's support to underwrite any loss incurred in piloting the Long Table Luncheon up the value of \$2000.

FINANCIAL IMPLICATIONS

No change to current Shire CGFS amounts requested in the 2020/2021 budget.

The event organisers advise that they are expecting to run at a loss for this pilot event, as they will have substantial first-year establishment costs with the purchase of cutlery, crockery, glasses, tablecloths etc, which will be used in future years/events.

POLICY COMPLIANCE

Administration Policy 2.47 – Community Grant Funding Scheme

STATUTORY COMPLIANCE

Not applicable.

CONSULTATION

No external consultation is required for the Community Grants Funding Scheme.

OFFICER COMMENT/CONCLUSION

Due to the ongoing State of Emergency caused by the COVID-19 pandemic, the Community Event Sponsorships provide a critical opportunity to stimulate community and economic development.

The repurposing of this sponsorship request serves two main outcomes:

1. To support a new tourism product and luncheon series on the Shire's event calendar, using locally grown produce and producers; and
2. To underwrite any loss incurred by DWP, up to the value of \$2000, in piloting the new tourism product.

The ability for the event to be scaled up to a Long Table Luncheon series showcasing various parts of the Shire and the quality produce grown in the Shire presents an excellent investment by underwriting this pilot project.

OUTCOME OF MEETING

The Shire President declared an impartiality interest in item 9.2.5 having personally purchased several tickets to the event with his wife. Cr Smith declares an impartiality interest in item 9.2.5 as his wife has purchased a ticket to the event. Both elected members will remain in the Chamber for the duration of discussion and vote on the matter.

ALTERNATE MOTION

Moved Cr Wringe Seconded Cr Lindemann

That Council:

1. **Approve the variation of purpose for the current Donnybrook Wineries and Producers Inc (DWP) Community Grant application to a new purpose being the underwriting of any loss incurred (to the satisfaction of the Chief Executive Officer) in the delivery of the new Long Table Luncheon pilot, scheduled for 26 September 2020, up to the value of \$2,000.**
2. **In the circumstance that the Shire does provide financial assistance to the DWP, as per resolution 1 above, requires a condition enabling the Shire to access and utilise the DWP materials (cutlery, crockery, glasses, tablecloths etc) for Shire events, so long as the Shire event does not conflict (scheduling) with a DWP event.**
3. **Subject to point 2, instruct the Chief Executive Officer to request the DWP Committee to record all purchased reusable items in the DWP asset register and recommend items be stored and accessible from the RSL Memorial Hall, Donnybrook.**

CARRIED 9/0

COUNCIL RESOLUTION 122/20

Moved Cr Wringe Seconded Cr Lindemann

That Council:

- 1. Approve the variation of purpose for the current Donnybrook Wineries and Producers Inc (DWP) Community Grant application to a new purpose being the underwriting of any loss incurred (to the satisfaction of the Chief Executive Officer) in the delivery of the new Long Table Luncheon pilot, scheduled for 26 September 2020, up to the value of \$2,000.**
- 2. In the circumstance that the Shire does provide financial assistance to the DWP, as per resolution 1 above, requires a condition enabling the Shire to access and utilise the DWP materials (cutlery, crockery, glasses, tablecloths etc) for Shire events, so long as the Shire event does not conflict (scheduling) with a DWP event.**
- 3. Subject to point 2, instruct the Chief Executive Officer to request the DWP Committee to record all purchased reusable items in the DWP asset register and recommend items be stored and accessible from the RSL Memorial Hall, Donnybrook.**

CARRIED 9/0

9.3 CHIEF EXECUTIVE OFFICER

9.3.1 BUNBURY GEOGRAPHE TOURISM PARTNERSHIP MEMORANDUM OF UNDERSTANDING

Location	Shire of Donnybrook Balingup
Applicant	Shire of Donnybrook Balingup
File Reference	TRS 09
Author	Ben Rose, Chief Executive Officer
Responsible Manager	Ben Rose, Chief Executive Officer
Attachments	9.3.1(1) – Revised Draft BGTP Memorandum of Understanding
Voting Requirements	Simple Majority

Recommendation
<p>That Council reaffirms the Shire of Donnybrook Balingup’s commitment to regional tourism by:</p> <ol style="list-style-type: none"> 1. Authorising the Chief Executive Officer to execute the Bunbury Geographe Tourism Partnership (BGTP) Memorandum of Understanding for the period 1 July 2020 to 30 June 2024. 2. Requesting the Chief Executive Officer include appropriate funding in Draft Budgets for the four year term of the Memorandum of Understanding.

STRATEGIC ALIGNMENT

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

Outcome	1.1	A diverse, prosperous economy, supporting local business and population growth
Strategy	1.1.1	Promote, maintain and diversify investment in the district
Action	1.1.1.4	Actively partner in regional growth planning partnerships and projects

EXECUTIVE SUMMARY

This report to Council is a standardised report between the seven participating local governments, to ensure consistency of decision consideration by the member Councils.

In 2016, a Memorandum of Understanding (MOU) was entered into between the Shires of Donnybrook Balingup, Dardanup, Collie, Harvey, Capel, Boyup Brook, the City of Bunbury and the South West Development Commission to deliver outcomes listed within the Regional Tourism Development Strategy (individually approved by each of the member local government Councils).

On 3 August 2020 a meeting of the Bunbury Geographe Tourism Steering Committee was held to allow for consultation on a draft MOU and structure moving forward. As a result of this meeting, members reviewed and progressed the development of a draft MOU for the period 1 July 2020 to 30 June 2024. A copy of the revised MOU is attached – Attachment 9.3.1(1).

BACKGROUND

At its meeting held 18 December 2019 Council resolved as follows:

COUNCIL RESOLUTION 215/19

That Council:

1. *Endorses an extension of the Bunbury Geographe Tourism Partnership (BGTP) Memorandum of Understanding from 12 December 2019 to 30 June 2020.*
2. *Subject to item 1, Council notes:*
 - 2.1 *The extension is to allow the completion of a review of the MOU and consideration by all member local governments of their continuing involvement and investment into BGTP by March 2020.*
 - 2.2 *The outcomes of the March 2020 MOU review will be presented to each Council for consideration and confirmation on their position on the BGTP involvement post 30 June 2020.*
 - 2.3 *The financial provision of 30% of the Shire's annual contribution by invoice from the City of Bunbury, to enable the ongoing engagement of the Tourism Marketing and Development Manager for the extended period of the MOU.*
3. *Approve the expenditure of \$1500.00 to be taken from account 110820 Resource Sharing.*

CARRIED

It is considered that the renewed commitment to the Bunbury Geographe Tourism Strategy will continue to strengthen the region's tourism profile and the outcomes of partnerships. It is considered that the continuation of the MOU will provide a coordinated approach to the development of tourism and marketing of the region that will see reduced competition between towns and a pooling of resources that will increase reach and effectiveness of tourism marketing campaigns.

The recommitment by each of the collaborating Councils toward its implementation will demonstrate the continued regional approach to tourism, which will continue to offer increased opportunities for tourism development initiatives particularly through State initiatives and funding programs.

On 3 August 2020 a meeting of the Bunbury Geographe Tourism Steering Committee was held for to allow for consultation on the MOU and structure moving forward. As a result of this meeting, Members reviewed and developed a new MOU for the period 1 July 2020 to 30 June 2023. Members of the Bunbury-Geographe Tourism Advisory Working Group (TAWG), representing the tourism industry across the region were also in attendance and provided valuable input and sought the expedient introduction of a new MOU.

With the events surrounding COVID-19 and the state border closures, the Regional Tourism Strategy stakeholder group considered now more than ever, the benefit of a further four (4) year MOU. This will establish a further operational and governance model, allow continued regional buy in and the development and implementation of a continued stronger regional brand. For this reason, the group considers the continued employment of the Tourism Marketing and Development Manager or the delivery of the action plan by a third party, to be beneficial in order to continue the delivery of high priority areas of destination marketing.

It is felt that the renewed commitment to the Bunbury Geographe Tourism Strategy will continue to strengthen the regions tourism profile and partnerships. It is considered that the continuation of the MOU will provide a coordinated approach to the development of tourism and marketing of the region that will see reduced competition between towns and a pooling of resources that will increase reach and effectiveness of tourism marketing campaigns.

The previous MOU was successfully implemented, and as a result of the previous Council Decision 10 December 2019, a comprehensive review the MOU and structure is being undertaken. The governance model that has been proposed under the proposed four (4) year MOU will ensure an ongoing commitment to prioritisation, implementation and review of Bunbury-Geographe Regional Tourism and Marketing. This was developed in cooperation with the member Councils of the Steering Committee along with members of the TAWG, ASW and the SWDC, to create a unified approach to the management of tourism development, marketing and infrastructure.

FINANCIAL IMPLICATIONS

The new MOU contains provision for an operation / marketing budget each year over the four years. The budget will incorporate capacity to fund the engagement and implementation of the Destination Tourism Marketing Campaign.

It is proposed that each local government will provide the following cash contribution (via 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 allocation of \$10,000 is included in the draft Budget.

It is considered that the continuation of the MOU for a further four years will allow a unified and coordinated approach to the development of tourism and marketing of the region to increase reach and the effectiveness of tourism marketing campaigns.

POLICY COMPLIANCE

Not applicable.

STATUTORY COMPLIANCE

Not applicable.

CONSULTATION

Not applicable.

OFFICER COMMENT/CONCLUSION

With the recent events of 2020 surrounding COVID-19 and the state border closures, the Bunbury-Geographe Tourism Partnership Steering Committee (Steering Committee) consider now more than ever, the benefits of a further four year MOU.

A meeting was held 3 August 2020 where members of the Steering Committee and TAWG agreed to approach each member Council for support in entering into a new MOU for a further four year period. This will establish a further operational and governance model, continued regional buy-in and develop and implement a continued and stronger regional brand. For this reason, the group considers the continued employment of the Tourism Marketing and Development Manager or the delivery of the action plan by a third party, to be beneficial in order to continue the delivery of high priority areas of destination marketing.

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 Councils in the Bunbury Geographe Region have the continued opportunity to take a regional approach to Tourism and Marketing and lift the profile of the region on both a State, National and once the COVID-19 restrictions ease, International stage. The purpose of the MOU is to create a unified approach to the management of tourism development, marketing and infrastructure and continue the relationship with the members and identify and promote key areas of focus including:

- Identifying tourism opportunities, priorities and gaps
- Developing a unified tourism brand for the region
- Marketing, governance and product development
- Identifying infrastructure and product development priorities.

To achieve this there needs to be a regional approach to tourism and marketing, and this has proven effective when lobbying for funding. Whilst this often crosses local government boundaries, there should not be conflicting positions when there is a true regional outcome.

This is particularly evident with projects such as the Bunbury Outer Ring Road which crosses many local government boundaries.

OUTCOME OF MEETING

ALTERNATE MOTION

Moved Cr Mitchell

Seconded Cr Atherton

Thank the Bunbury Geographe Tourism Partnership (BGTP) for the opportunity to sign the Memorandum of Understanding, however respectfully decline. Instruct the Chief Executive Officer to allocate the funds to support local marketing initiatives.

LOST 1/8

COUNCIL RESOLUTION 123/20

Moved Cr Smith

Seconded Cr Newman

That Council reaffirms the Shire of Donnybrook Balingup's commitment to regional tourism by:

- 1. Authorising the Chief Executive Officer to execute the Bunbury Geographe Tourism Partnership (BGTP) Memorandum of Understanding for the period 1 July 2020 to 30 June 2024.**
- 2. Requesting the Chief Executive Officer include appropriate funding in Draft Budgets for the four year term of the Memorandum of Understanding.**

CARRIED 8/1

9.3.2 WASTE MANAGEMENT LEVY CHARGES

Location	Shire of Donnybrook Balingup
Applicant	Shire of Donnybrook Balingup
File Reference	HLT 08/1
Author	Ben Rose, Chief Executive Officer
Responsible Manager	Ben Rose, Chief Executive Officer
Attachments	Nil
Voting Requirements	Simple Majority

Recommendation
<p>That Council instruct the Chief Executive Officer to table an item for the next practicable meeting of the South West Zone of WALGA seeking the State Council of WALGA to support an advocacy approach with the Department of Local Government, Sport and Cultural Industries to resolve discrepancies in interpretation of the provision of the Waste Avoidance and Resource Recovery Act 2007 relating to the application of flat waste management levies.</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	4.2.1.2	See a high level of legislative compliance and effective internal controls.

EXECUTIVE SUMMARY

Conflicting advice between the Department of Local Government, Sport and Cultural Industries (the Department) and the Western Australian Local Government Association (WALGA) in relation to the application of a 'flat' or 'fixed' levy under the Waste Avoidance and Resource Recovery Act 2007 (the Act) is a local government sector-wide issue that requires resolution. This report recommends that, via the South West Zone, WALGA adopt an advocacy position with the Department to provide clarity and consistency in interpretation and application of the Act to the sector.

BACKGROUND

Similar to numerous other local governments, the Shire of Donnybrook Balingup raises an annual Waste Management Levy (via the annual Rates Notice) under provision of the Waste Avoidance and Resource Recovery Act 2007 (the Act). The Shire has raised this specific levy under the Act for the past 14 years, rather than including the payment/revenue via the GRV/UV Rating system.

Recent advice from the Department highlights that raising a 'flat' or 'fixed' waste management levy is not considered by the Act. However, legal advice attained from WALGA identifies that raising a 'flat' or 'fixed' levy does accord with the provisions of the Act.

Regardless of the conflicting interpretations of this provision of the Act, the Shire has reviewed the methodology of the application of the Waste Management Levy in its draft 2020-21 Budget, in line with the Department's advice.

FINANCIAL IMPLICATIONS

As the Department's advice relates to the methodology for calculating/applying the Waste Management Levy, rather than the raising of the levy per se, there are no financial implications.

POLICY COMPLIANCE

Nil.

STATUTORY COMPLIANCE

Until a definitive position on the methodology of applying a Waste Management Levy is attained, the Shire has adopted the position of following the Department's advice/interpretation (as the Department is the sector regulator).

CONSULTATION

Shire staff have been in consultation with the Department, WALGA and neighbouring local governments on this matter since mid 2019.

OFFICER COMMENT

Without complex and time consuming financial modelling to determine and allocate thousands of individual levy concessions across all Shire rate assessments, the existing regime of waste management levy application instructed by the Department (under the Act) will result in a radically disproportionate distribution of waste management costs. The preceding approach of the Shire (for the past 14 years), whereby a 'flat' levy is applied 'across the board' is a much simpler, more robust and rational approach; none-the-less, this approach is not supported by the Department under interpretation of the existing provisions of the Act.

To enable a clear, rational and consistent approach to this matter, it is recommended that WALGA, as the sector representative, advocates with the Department to achieve a workable solution.

COUNCIL RESOLUTION 124/20

Moved Cr Lindemann

Seconded Cr Massey

That Council instruct the Chief Executive Officer to table an item for the next practicable meeting of the South West Zone of WALGA seeking the State Council of WALGA to support an advocacy approach with the Department of Local Government, Sport and Cultural Industries to resolve discrepancies in interpretation of the provision of the Waste Avoidance and Resource Recovery Act 2007 relating to the application of flat waste management levies.

CARRIED 8/0 by En Bloc Resolution

9.3.3 LOCAL GOVERNMENT ACT REVIEW PANEL FINAL REPORT

Location	Shire of Donnybrook Balingup
Applicant	Shire of Donnybrook Balingup
File Reference	DEP 22/4D
Author	Ben Rose, Chief Executive Officer
Responsible Manager	Ben Rose, Chief Executive Officer
Attachments	9.3.3(1) - Local Government Review Panel Final Report 9.3.3(2) - State Council Item 5.5 – Local Government Review Panel Final Report
Voting Requirements	Simple Majority

Recommendation
<p>That Council:</p> <ol style="list-style-type: none"> 1. Receive the ‘Local Government Review Panel Final Report (05-034-01-0001 TB)’ as per Attachment 9.3.3(1) 2. Authorise the Shire President and Chief Executive Officer to present and advocate for Shire of Donnybrook Balingup and local government sector good governance outcomes at the South West Zone of WALGA meeting on 28 August 2020 (and any subsequent meetings relating there-to).

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	4.1.1.5	Support initiatives to nurture local civic, social and community leadership

EXECUTIVE SUMMARY

The South West Zone of the Western Australian Local Government Association (WALGA) are seeking support from local governments to advocate good governance outcomes following the release of the recommendations in the Local Government Review Panel’s final report.

BACKGROUND

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

The report 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.

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 the WALGA State Council in March 2019. The SW Zone wish to consider the Local Government Review Panel's recommendations in the context of the sector's current advocacy positions.

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.

FINANCIAL IMPLICATIONS

Nil

POLICY COMPLIANCE

Not applicable

STATUTORY COMPLIANCE

Local Government Act 1995

CONSULTATION

Nil

OFFICER COMMENT/CONCLUSION

WALGA are seeking a sector position on the recommendations. The recommendations to support, oppose or seek further consultation or information will be proposed at the SW Zone meeting on 28 August 2020.

The SW Zone recommendations will be collated into a consolidated recommendation that will be provided for State Council consideration at its meeting on 2 September 2020.

OUTCOME OF MEETING

EXECUTIVE RECOMMENDATION

Moved Cr Atherton Seconded Cr Sercombe

That Council:

1. Receive the ‘Local Government Review Panel Final Report (05-034-01-0001 TB)’ as per Attachment 9.3.3(1)
2. Authorise the Shire President and Chief Executive Officer to present and advocate for Shire of Donnybrook Balingup and local government sector good governance outcomes at the South West Zone of WALGA meeting on 28 August 2020 (and any subsequent meetings relating there-to).

AMENDMENT

Moved Cr Lindemann Seconded Cr Sercombe

That Council:

1. Receive the ‘Local Government Review Panel Final Report (05-034-01-0001 TB)’ as per Attachment 9.3.3(1)
2. Authorise the Shire President and Chief Executive Officer to attend and represent on behalf of the Shire of Donnybrook Balingup and local government sector good governance outcomes at the South West Zone of WALGA meeting on 28 August 2020 (and any subsequent meetings relating there-to).

CARRIED 9/0

COUNCIL RESOLUTION 125/20

Moved Cr Atherton Seconded Cr Sercombe

That Council:

1. Receive the ‘Local Government Review Panel Final Report (05-034-01-0001 TB)’ as per Attachment 9.3.3(1)
2. Authorise the Shire President and Chief Executive Officer to attend and represent on behalf of the Shire of Donnybrook Balingup and local government sector good governance outcomes at the South West Zone of WALGA meeting on 28 August 2020 (and any subsequent meetings relating there-to).

CARRIED 9/0

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

12 MEETINGS CLOSED TO THE PUBLIC

12.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil.

12.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

13 CLOSURE

The Shire President advised that the next Ordinary Council Meeting will be held on 23 September commencing at 5.00pm in the Shire of Donnybrook Balingup Council Chamber.

Shire President declared the meeting closed at 7.17pm.



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

Our ref DB1-7#03; E2030874
Enquiries Carmen Chia
Phone (08) 6552 1405
Email carmen.chia@dlgsc.wa.gov.au

Mr Ben Rose
Chief Executive Officer
Shire of Donnybrook-Balingup

E: ben.rose@donnybrook.wa.gov.au

Dear Mr Rose

I refer to your correspondence dated 21 August 2020 and advise that, in accordance with authority delegated by the Minister for Local Government, I have approved your application, under section 5.69(3) of the *Local Government Act 1995* (the Act).

This approval allows disclosing member Cr Leanne Wringe to fully participate in the discussion and decision making relating to the following item at the Shire's Ordinary Council Meeting on 26 August 2020:

9.2.3 ADOPTION OF THE STATUTORY BUDGET 2020/2021

Subject to the following conditions:

1. The approval is only valid for the Ordinary Council Meeting on 26 August 2020 when agenda item 9.2.3 is considered;
2. The abovementioned Councillor must declare the nature and extent of their interest at the abovementioned meeting when the matter is considered, together with the approval provided;
3. The CEO is to provide a copy of the Department's letter of approval to the abovementioned Councillor;
4. The CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the abovementioned meeting, when the item is considered;
5. The CEO is to provide a copy of the confirmed minutes of the abovementioned meeting to the Department, to allow the Department to verify compliance with the conditions of this approval; and
6. The approval granted is based solely on the interests disclosed by the abovementioned Councillor, made in accordance with the application. Should other interests be identified, these interests will not be included in this approval and the financial interest provisions of the Act will apply.

Gordon Stephenson House, 140 William Street
GPO Box R1250, PERTH WA 6844
Telephone (08) 6551 8700
Email info@dlgsc.wa.gov.au
Web www.dlgsc.wa.gov.au

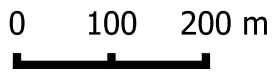
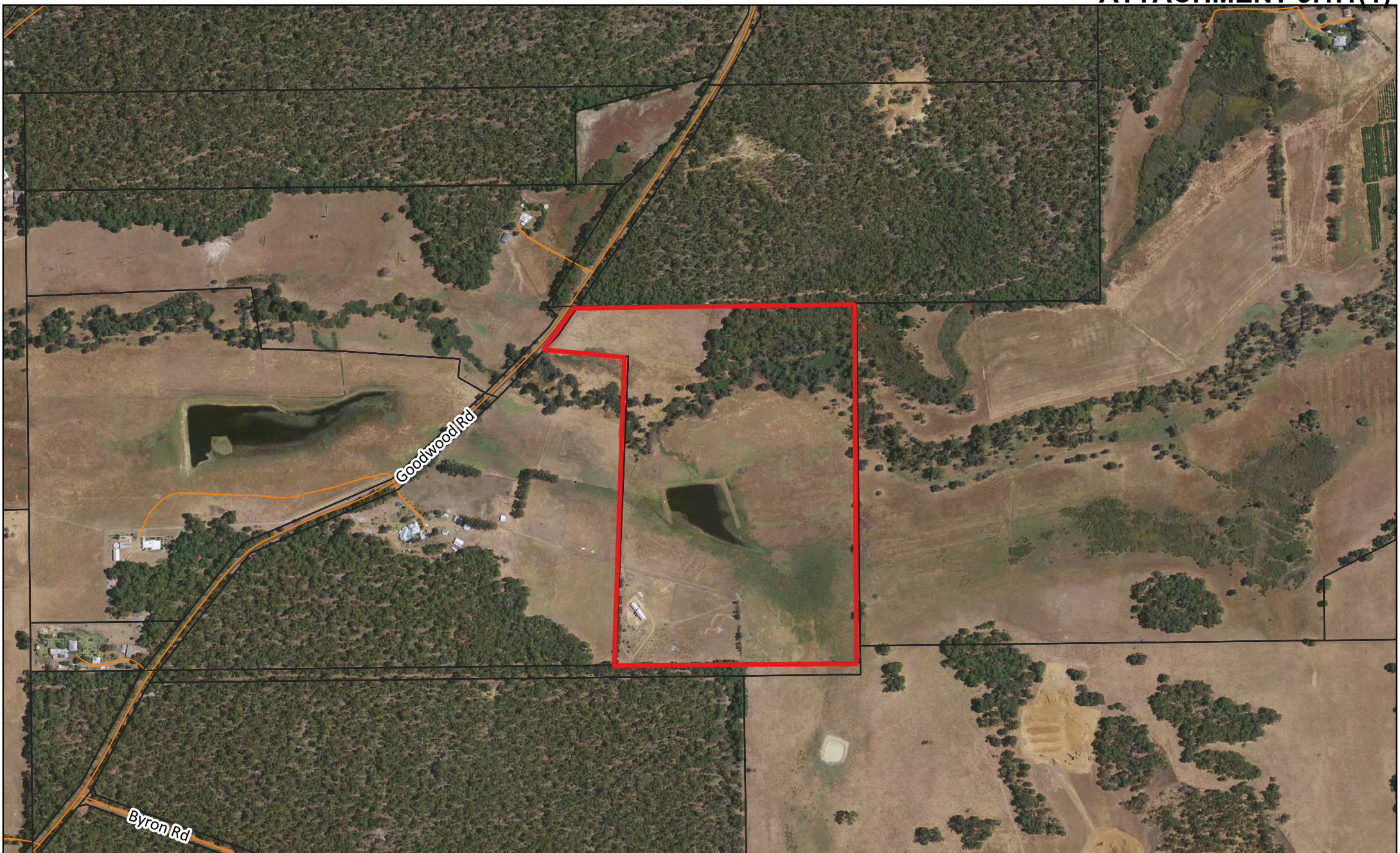
Should you require further information in relation to this matter, please contact Ms Carmen Chia, Acting Senior Legislation Officer via the details provided above.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Mark Beecroft', with a stylized flourish at the end.

Mark Beecroft
DIRECTOR – STRATEGIC REGULATION

26 August 2020



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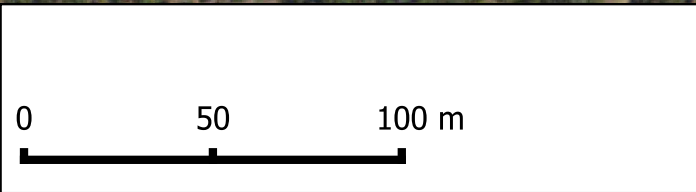
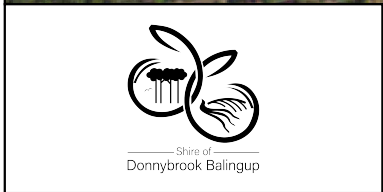
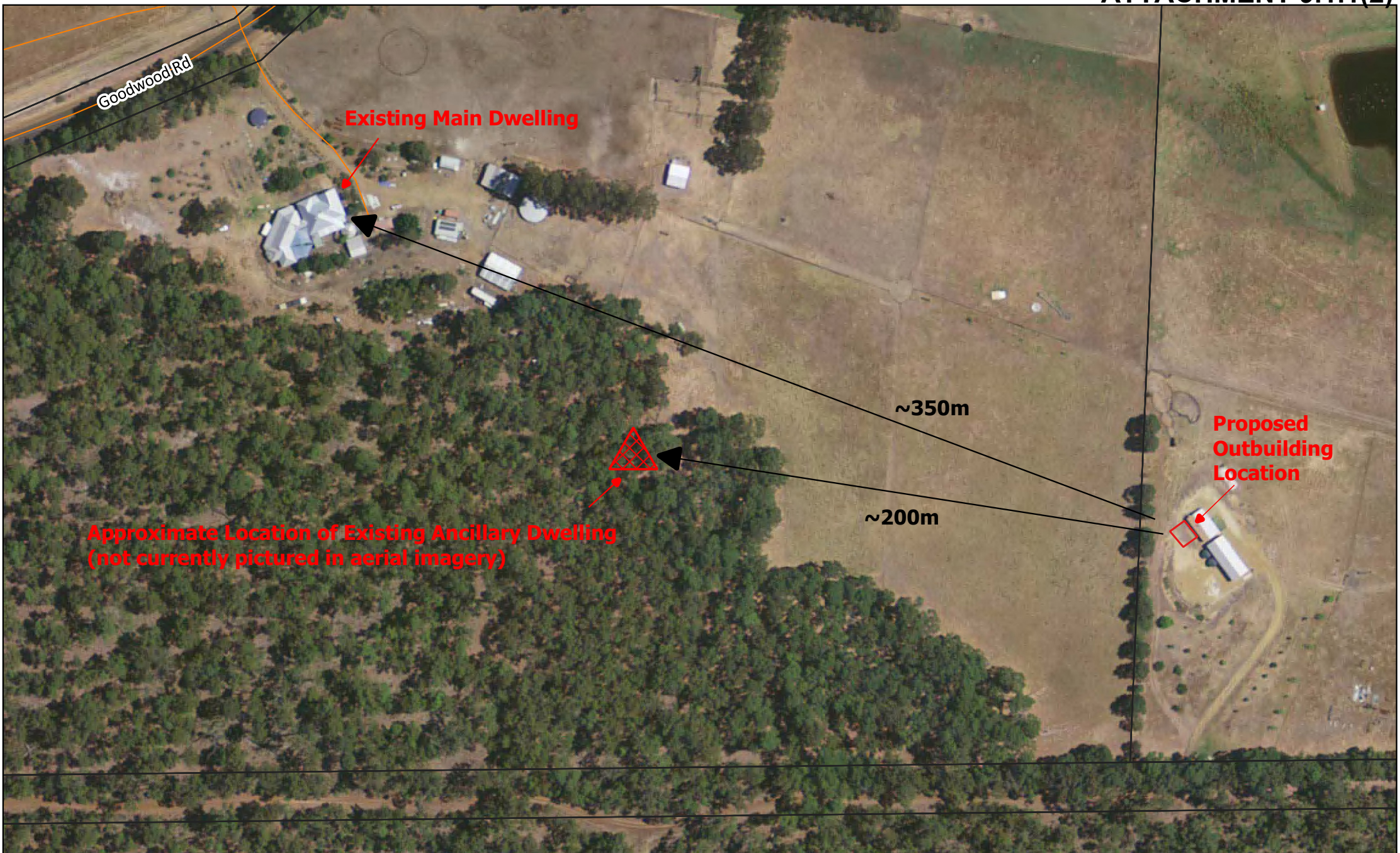
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Location Plan

Lot 9 Goodwood Road,
PAYNE DALE

**Shire of
Donnybrook Balingup**

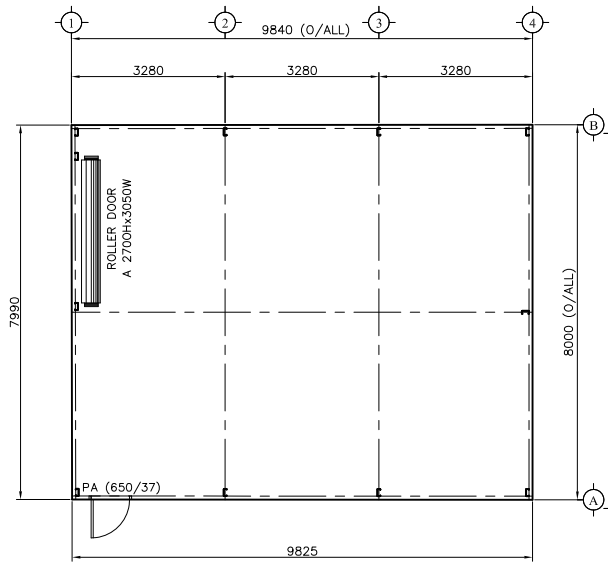


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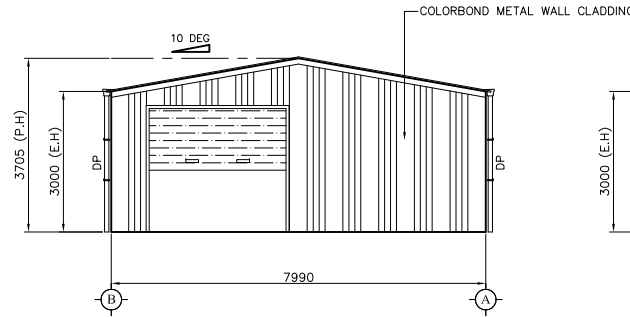
Locality Plan
 Lot 9 Goodwood Road
 PAYNEDALE

Shire of Donnybrook Balingup

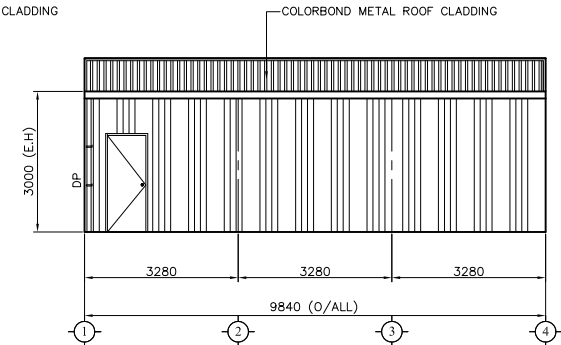




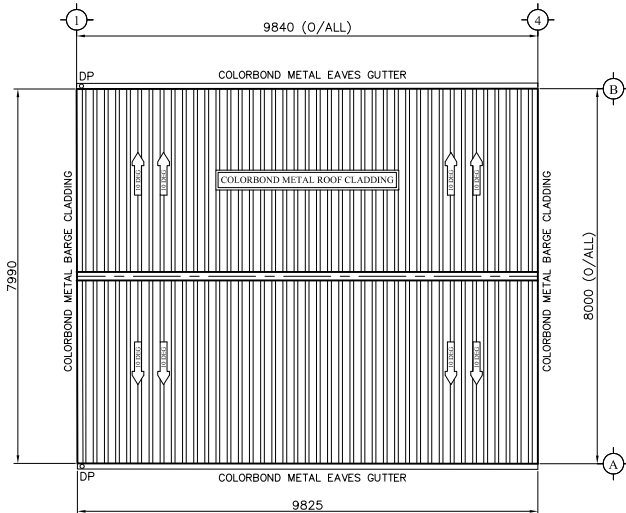
FLOOR PLAN



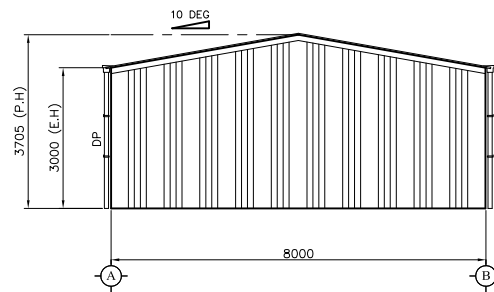
LEFT ELEVATION



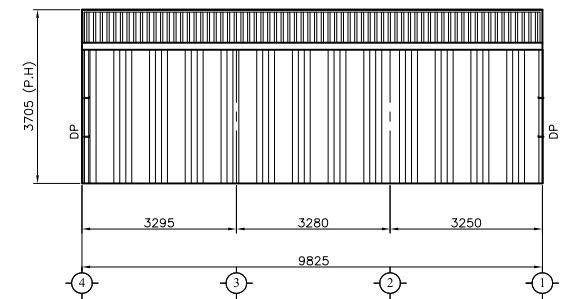
FRONT ELEVATION



ROOF SHEETING PLAN



RIGHT ELEVATION



BACK ELEVATION

APPROVED BY CUSTOMER:				
SIGNATURE :				
DATE :	NO.	DATE	BY	DESCRIPTION
	REVISIONS			



Unit 1/55 Erczeg Road
Yangebup WA 6164
Ph: 1300 778 628
Fx: 086555 8043
E: sale@actionsheds.com.au
W: www.actionsheds.com.au

PROJECT:
Natalie Gleeson

SITE ADDRESS:
TBA, Paynedale, WA 6239

TITLE:
PLAN & ELEVATION
FOR A SHED 8.0M x 9.84M x 3.0M

RBP CERTIFICATION:		DRAWING NO.	REV.
DESIGNED: AK	SCALE: NTS	01	C
DRAWN: THAM	JOB NO: MTKR 24914		
CHECKED: MT	DATE: 17 APR 20		

From:

Sent: Thursday, 9 July 2020 8:25 AM

To: SM Records <records@donnybrook.wa.gov.au>

Subject: IEME76344 - Re: Lot 9 Goodwood Rd, Paynedale - planning comments

Principal Planner

Please refer to the following comments to support our disapproval of the Notice of application for planning consent Lot 9 Goodwood Rd, Paynedale (A4456)

We don't have an issue with them erecting a large garage on their property, our issue is that it's yet another structure close to our boundary and west facing. The property already has 2 large garages beside the dwelling, obviously want a 3rd structure. This possibly will be used as an additional living area but you would have looked into that given its location to existing living areas. I note that the existing living area is within the 20m setback distance from the common western boundary which we had no prior knowledge of. We did not have correspondence from The Shire on this existing structure, so couldn't give feedback of disapproval at that time.

A setback distance of 20m applies to this development from our side (shared) boundary. The proposed large bulky garage structure (64 m²) at 3.7m height should be located on the other side or away from the boundary as there is plenty of other suitable locations on this 60 acre block and there's no reason to encroach this 20m setback distance guide. The guide should be upheld and another location sort away from boundary.

The garage doors will be west boundary facing into the weather and into our paddocks where our livestock are located, but our Maremma working dog barks due the close proximity to our boundary when in this paddock – this will further exacerbate the problem even though we limit the dog in this area near this western boundary as the applicant has complained. The noise coming from the property associated with this garage structure with doors facing our direction will be problematic in due course as it's noisy enough at the moment, so will only make the situation worse.

I hope this is taken into consideration as it'll negate future issues if it is located away from our boundary as per setback guidelines.

Can you also please acknowledge receipt of this email.

Regards

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 18 SEPTEMBER 2020
MANUAL/AUTO CHEQUES

Chq/EFT	Name	Description		Municipal	Trust
CCP3510	APPLIANCE TESTING SUPPLIES	SELF LAMINATING HEAVY DUTY TEST & TAGS	\$	268.40	
CCP3511	DEPT OF MINES, IND REG & SAFETY	TRI ANNUAL BUILDING SURVEYOR PRACTITIONER REGISTRATION FEE	\$	1,034.00	
CCP3512	MICROSOFT PTY LTD	SURFACE PRO 7 & ACCESSORIES	\$	2,288.85	
CCP3513	STANDARDS AUSTRALIA	AS ISO 31000 2018 PRINTED EDITION & PDF	\$	190.41	
CCP3514	THE SEBEL WEST PERTH	ACCOMMODATION BOOKING FOR COUNCILOR WALGA TRAINING	\$	308.00	
CCP3515	WESTERN POWER - ELEC NETWORKS	PROVISION OF QUOTE FOR 3 X STREETLIGHTS FLEET STREET	\$	497.92	
CCP3516	ZOOM VIDEO COMMUNICATIONS INC	WEBINAR FUNCTION FOR COUNCIL MEETINGS 25/07/2020 - 24/08/2020	\$	61.60	
EFT19719	A & R MACHINERY	DB193 MOWER - 200 HOUR SERVICE	\$	523.54	
EFT19720	MARISA CHARLES	BOND REFUND	\$	184.20	
EFT19721	DONNYBROOK MEDICAL SERVICES	PRE EMPLOYMENT MEDICAL	\$	315.00	
EFT19722	DONNYBROOK TYRE SERVICE	DB606 & DB8329 TYRE FITTING AND REPAIRS	\$	240.00	
EFT19723	DONNYBROOK FARM SERVICE	DBK REC CTR - FREIGHT EXPENSES FOR POOL CHEMICALS	\$	33.00	
EFT19724	EARTHMAC PTY LTD	REPAIR KERB ON TRIGWELL ST EAST	\$	1,547.92	
EFT19725	EARTH SHAPE	CLEANING OUT DRAINS ALONG MORRISSEY ROAD	\$	4,504.50	
EFT19726	SANDRA LYNNE GARBER	RATES REFUND	\$	347.95	
EFT19727	HASTIE WASTE PTY LTD	DELIVER 3m ³ HAZIBAG TO DWMF INCLUDING PICKUP AND DISPOSAL	\$	1,192.50	
EFT19728	COVERT SIGNS	SIGNS FOR SW HWY BALINGUP CEMETRY & TRANSFER STATION	\$	1,859.00	
EFT19729	PRESTON VALLEY MAINTENANCE	INSTALL POST & REPAIR BROKEN PIPE FENCE AT MITCHELL PARK	\$	176.00	
EFT19730	LISA MICHELLE RITCHIE	REFUND OF PLANNING APPLICATION FEES	\$	147.00	
EFT19731	DAVID & CYNTHIA VANCE	RATES REFUND	\$	343.01	
EFT19732	WORK CLOBBER	WET WEATHER PROTECTIVE CLOTHING FOR OUTDOOR STAFF	\$	336.90	
EFT19732	AUSTRALIAN TAX OFFICE	PAYG - JULY 2020	\$	142,141.00	
EFT19733	DFES DIRECT BRIGADE ALARMS	TUIA LODGE - DFES MONITORING FEE - 01/07/2020 TO 30/06/2021	\$	1,840.93	
EFT19734	AUSTRALIA DAY COUNCIL OF WA	2020/2021 GOLD MEMBERSHIP FEES	\$	594.00	
EFT19735	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	\$	25.90	
EFT19736	AUST COMMS & MEDIA AUTHORITY	LAND MOBILE SYSTEM & FIXED POINT TO POINT ANNUAL LICENCE	\$	355.00	
EFT19737	A & R ENGINEERING	P&G - BANNER POLES & MATERIALS	\$	1,223.49	
EFT19738	AMITY SIGNS	RURAL ROAD NUMBER PLATES	\$	32.45	
EFT19739	ALL-TECH PLUMBING	TUIA LODGE - NEW PART FOR BACKFLOW DEVICE	\$	1,749.66	
EFT19740	WINC AUSTRALIA PTY LTD	TUIA LODGE - CONTINENCE PRODUCTS, ADMIN - STATIONERY	\$	3,735.39	
EFT19741	ALPINE LAUNDRY PTY LTD	TUIA LODGE - LAUNDRY SERVICE	\$	863.62	
EFT19742	BUNNINGS GROUP LIMITED	DBK REC CTR - SHELVING UNITS	\$	605.98	
EFT19743	BP SERVICE STATION	MGMT DBK TRANSIT PARK, ADMIN & BFB FUEL - JULY 2020	\$	3,413.48	
EFT19744	BLUE FORCE PTY LTD	PRESTON VILL - EMERG HELP MONITORING 01/07/2020 - 31/07/2020	\$	155.13	
EFT19745	STAFF REIMBURSEMENTS	TUIA LODGE - REIMBURSEMENT OF POLICE CLEARANCE EXPENSES	\$	55.80	
EFT19746	COCA COLA AMATIL (AUST) P/L	DBK REC CTR - KIOSK DRINK PURCHASES	\$	144.57	
EFT19747	COUNCIL ON THE AGEING (WA) INC	2020/2021 ORGANISATIONAL MEMBERSHIP	\$	65.00	

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 18 SEPTEMBER 2020
MANUAL/AUTO CHEQUES

Chq/EFT	Name	Description		Municipal	Trust
EFT19748	CLIFFORD AUTO REPAIRS	DB8250 & DB631 - VEHICLE SERVICING	\$	1,305.00	
EFT19749	CRAVEN FOODS	DBK REC CTR - SNACK SUPPLIES FOR KIOSK	\$	155.54	
EFT19750	CRS ELECTRICAL	LOCATE EARTH LEAKAGE, INSTALL LIGHTS AND GPO'S	\$	1,401.88	
EFT19751	CORSIGN WA	VARIOUS ROAD SIGNAGE	\$	583.00	
EFT19752	DONNYBROOK MEDICAL SERVICES	PRE-EMPLOYMENT MEDICALS AND VACCINATIONS	\$	825.00	
EFT19753	DONNYBROOK DISTRICT HIGH SCHOOL	GILLIANA YEAR BOOK DONATION 2020	\$	50.00	
EFT19754	DRAINSCOPE	PRESTON VILL - LOCATE & REPAIR UNDER GROUND WATER LEAK	\$	935.00	
EFT19755	DELL FINANCIAL SERVICES PTY LTD	LEASE EXPENSES 01/09/2020 - 30/09/2020	\$	821.46	
EFT19756	ELITE POOL & SPA COVERS	DBK REC CTR - POOL COVER REMOTE CONTROLS	\$	170.00	
EFT19757	FLORIST GUMP	SYMPATHY FLOWERS	\$	70.00	
EFT19758	FAIRTEL PTY LTD	DONNYBROOK SES - PHONE AND NBN SERVICE	\$	154.00	
EFT19759	FRONTLINE FIRE & RESCUE	BFB'S - 5 RED KIT BAGS	\$	1,031.01	
EFT19760	GARMIN	MESSENGER & GPS DEVICE SUBSCRIPTION 14/07/2020 - 13/08/2020	\$	120.00	
EFT19761	JR & A HERSEY PTY LTD	W&S - PPE, MARKER PAINT, MISC TOOLS, TAGS, CLAMPS	\$	1,422.24	
EFT19762	COVERT SIGNS	VARIOUS ROAD SIGNAGE	\$	440.00	
EFT19763	HOLMAN ELECTRICAL SERVICES	TUIA LODGE - WASHING MACHINE FAULT FINDING, REPAIR & MAINT	\$	640.75	
EFT19764	JOHN E HALLAM	REPOINT, RENDER & REPAIRS TO STONE WORK BUILDINGS	\$	2,450.00	
EFT19765	IAN REYNOLDS	BOND REFUND	\$	150.00	
EFT19766	SOUTH WEST LOCKSMITHS	DBK TRANSIT PARK - REPAIR/REPLACE DOORSET TO SHOWER	\$	215.91	
EFT19767	LFA FIRST RESPONSE	BEELEUP BFB - SUPPLY FIRST AID CABINET & SUPPLIES	\$	762.82	
EFT19768	LEAK SEARCH	DBK DEPOT - LOCATE MAINS WATER LEAK	\$	627.00	
EFT19769	MALATESTA ROAD PAVING & HOTMIX	MARSHALL RD - 250 LITRES OF EMULSION	\$	400.00	
EFT19770	LGIS BROKING	LGIS CONSTRUCTION INSURANCE FOR THE DTCRP	\$	4,671.48	
EFT19771	METRO COUNT	STANDARD USB COMMS CABLE FOR TRAFFIC COUNT CONNECTIONS	\$	95.70	
EFT19772	STAFF REIMBURSEMENTS	DBK REC CTR - REIMBURSE POOL LIFEGUARD REQUALIFICATION	\$	159.00	
EFT19773	MIDALIA STEEL - BUNBURY	W&S - 2 SHEETS COLOURBOND & GALV RHS INC FREIGHT	\$	196.24	
EFT19774	MESSAGES ON HOLD AUSTRALIA PTY	PHONE MESSAGE ANNOUNCER SERVICE 20/08/2020 - 19/11/2020	\$	421.80	
EFT19775	STAFF REIMBURSEMENTS	DBK REC CTR - REIMBURSE POOL LIFEGUARD REQUALIFICATION	\$	159.00	
EFT19776	NILFISK PTY LTD	DBK REC CTR - WALK BEHIND FLOOR SCRUBBER/DRYER	\$	6,234.25	
EFT19777	NEVERFAIL SPRINGWATER LIMITED	DBK REC CTR - SPRINGWATER	\$	85.25	
EFT19778	NH3	DBK CHILD HEALTH CLINIC - REPAIR FAULT TO AIRCONDITIONER	\$	140.16	
EFT19779	OFFICEWORKS	BEELEUP BFB - STATIONERY ORDER	\$	968.28	
EFT19780	PRESTON PRESS	MONTHLY SHIRE CONNECT DOUBLE PAGE FEATURE - AUGUST 2020	\$	440.00	
EFT19781	PRESTIGE PRODUCTS	DBK REC CTR - CLEANING SUPPLIES	\$	273.24	
EFT19782	PRESTON VALLEY MAINTENANCE	DBK REC CTR - REPAIRS TO HOLES ON CONCOURSE FLOORS	\$	330.00	
EFT19783	PROGRAMMED PROPERTY SERVICES	LANGLEY VILLAS - YEAR 4 OF ANNUAL PAINTING MAINTENANCE	\$	5,191.43	
EFT19784	HOLCIM (AUSTRALIA) PTY LTD	UPPER CAPEL RD - 11 TONNES SEALING AGGREGATE	\$	631.29	

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 18 SEPTEMBER 2020
MANUAL/AUTO CHEQUES**

Chq/EFT	Name	Description	Municipal	Trust
EFT19785	ROSTER WITH ROSS PTY LTD	TUIA LODGE - ZUUS PAYROLL SERVICES 12/08/2020 - 11/09/2020	\$ 149.00	
EFT19786	SLEE ANDERSON & PIDGEON	APPLE FUN PARK REFURB SECURE RETENTION & DESTRUCT SERV	\$ 795.30	
EFT19787	SOUTHERN LOCK & SECURITY	TUIA LODGE - 20 X REPLACEMENT LOCKABLE DRAWER BARRELS	\$ 330.00	
EFT19788	SOS OFFICE EQUIPMENT	REPLACEMENT INK CARTRIDGES FOR HP PLOTTER PRINTER	\$ 239.80	
EFT19789	BUNBURY TRUCKS	DB4050 TRUCK - TURN TABLE JAW KIT	\$ 538.59	
EFT19790	SOUTH WEST SEPTICS	ADMIN BUILD - EMPTY SEPTIC TANKS AND LEACH DRAINS	\$ 1,035.00	
EFT19791	STALEY FOOD & PACKAGING	TUIA LODGE - CLEANING, KITCHEN, LAUNDRY, PPE CONSUMABLES	\$ 2,487.78	
EFT19792	SURGICAL HOUSE PTY LTD	TUIA LODGE - PHARMACEUTICAL SUPPLIES	\$ 1,048.69	
EFT19793	STATEWIDE BEARINGS	DB6465 TRAILER - 2 HUBS, 1 AXLE, AND UBOLT KIT	\$ 206.29	
EFT19794	STRATAGREEN	P&G - TREE STAKES & TIES INC FREIGHT	\$ 910.61	
EFT19795	SIGMA CHEMICALS	DBK REC CTR - NO DIVING SIGNS FOR POOL AREA	\$ 114.80	
EFT19796	TELSTRA	TELEPHONE & INTERNET EXPENSES	\$ 1,842.07	
EFT19797	TRUCKLINE	DB18228 MACHINERY FLOAT - AIR BRAKE VALVES	\$ 158.44	
EFT19798	TOLL TRANSPORT PTY LTD	FREIGHT EXPENSES	\$ 128.15	
EFT19799	EARTH 2 OCEAN COMMUNICATIONS	PURCHASE & INSTALLATION OF HI BAND RADIOS	\$ 8,852.36	
EFT19800	VOGUE FURNITURE	REPLACEMENT CHAIR & CHAIR MAT	\$ 670.00	
EFT19801	WATER CORPORATION	WATER & SEWERAGE EXPENSES	\$ 33.76	
EFT19802	SYNERGY	ELECTRICITY EXPENSES	\$ 13,641.63	
EFT19803	VEOLIA ENVIRONMENTAL SERVICES	CAR PARK SWEEPING FOR 20/21 FY	\$ 605.00	
EFT19804	WEST COAST FIT	DBK REC CTR - FITNESS INSTRUCTOR EXPENSES - MAY - JUNE 2020	\$ 1,440.00	
EFT19804a	SHIRE OF DONNYBROOK BALINGUP	PAYROLL FOR PERIOD ENDING 26/08/2020	\$ 126,767.51	
EFT19804b	SHIRE OF DONNYBROOK BALINGUP	TUIA LODGE - PAYROLL FOR PERIOD ENDING 26/08/2020	\$ 78,102.27	
EFT19804c	SHIRE OF DONNYBROOK BALINGUP	TUIA LODGE - SUPERANNUATION FOR AUGUST 2020	\$ 15,392.35	
EFT19804d	WESTNET PTY LTD	INTERNET EXPENSES - SEPT 2020	\$ 206.39	
EFT19804e	WESTNET PTY LTD	BALINGUP LIBRARY - NBN WIRELESS SERVICE 07/09/2020 - 07/10/2020	\$ 64.90	
EFT19804f	SHIRE OF DONNYBROOK BALINGUP	PAYROLL FOR PERIOD ENDING 09/09/2020	\$ 128,670.18	
EFT19804g	SHIRE OF DONNYBROOK BALINGUP	TUIA LODGE - PAYROLL FOR PERIOD ENDING 09/09/2020	\$ 61,503.80	
EFT19805	ALFS MACHINERY PTY LTD	GOODS & SERVICES TO THE VALUE OF \$200 - AUG 2020	\$ 133.10	
EFT19806	AUSTRALIA POST	SHIRE POSTAGE - AUG 2020	\$ 330.27	
EFT19807	ARROW BRONZE	DBK CEMETERY - NICHE WALL PLAQUE	\$ 535.04	
EFT19808	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	\$ 25.90	
EFT19809	A & R ENGINEERING	COLLINS ST - REPAIR BARRIER RAIL ON FOOTPATH	\$ 1,178.01	
EFT19810	WINC AUSTRALIA PTY LTD	ADMIN - AUGUST STATIONARY	\$ 591.07	
EFT19811	ABCO PRODUCTS PTY LTD	PUBLIC CONVENIENCES - CLEANING PRODUCTS	\$ 3,755.83	
EFT19812	AUSQ TRAINING	MAIN ROADS WORKSITE TRAFFIC MGMT & CONTROLLER COURSE	\$ 1,098.00	
EFT19813	A & R MACHINERY	P&G - MOWER BLADES, DUST COVERS, BUSH, HAMMERS	\$ 1,600.50	
EFT19814	ALPINE LAUNDRY PTY LTD	TUIA LODGE - LAUNDRY SERVICE	\$ 844.94	

SHIRE OF DONNYBROOK/BALINGUP

LOCAL GOVERNMENT ACT 1995

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MANUAL/AUTO CHEQUES

Chq/EFT	Name	Description	Municipal	Trust
EFT19815	ADVANCE PRESS	PRINTING OF SHIRE BIN CALENDARS	\$ 1,650.00	
EFT19816	BUNNINGS GROUP LIMITED	4 X SHOCK CORD, 1 X STAKE AND 1 TWIST WIPE	\$ 47.98	
EFT19817	DONNYBROOK PHYSIOTHERAPY	TUIA LODGE - PHYSIOTHERAPY SERVICES - 04.08.2020 & 11.08.2020	\$ 264.00	
EFT19818	BUNBURY MOWER SERVICE	DBK SES - CORDLESS CHAINSAW, CHARGER & SPARE BATTERIES	\$ 1,323.65	
EFT19819	BDA TREE LOPPING	TREE PRUNING UNDER POWER LINES DURING JULY 2020	\$ 6,930.00	
EFT19820	BALINGUP LIQUOR & GENERAL STORE	DB634 KIRUP BFB - DIESEL PURCHASE - AUG 20	\$ 234.22	
EFT19821	STAFF REIMBURSEMENTS	REIMBURSE TELECOMMUNICATION PACKAGE 21/09/2020 - 21/10/2020	\$ 79.99	
EFT19822	STAFF REIMBURSEMENTS	TUIA LODGE - REIMBURSEMENT OF POLICE CLEARANCE RENEWAL	\$ 55.80	
EFT19823	STAFF REIMBURSEMENTS	REIMBURSE LUCID CHARTS ANNUAL SUBSCRIPTION FEE	\$ 145.40	
EFT19824	GABRIELLE CAROLINE BOEKHOUT	BOND REFUND	\$ 150.00	
EFT19825	COATES HIRE OPERATIONS PTY LTD	W&S - HIRE OF ROLLER FOR 10 WEEKS	\$ 7,276.50	
EFT19826	CITY & REGIONAL FUELS	DIESEL EXPENSES - AUG 2020	\$ 10,333.17	
EFT19827	DUG CROSS ELECTRICS	ELECTRICAL REPAIRS AND INSTALLATIONS	\$ 2,315.00	
EFT19828	STAFF REIMBURSEMENTS	RECOUP 50% OF COURSE FEES CERT IV ACCOUNT & BOOKKEEPING	\$ 716.00	
EFT19829	CLEANAWAY	REFUSE COLLECTION - AUGUST 2020	\$ 19,442.06	
EFT19830	COMMERCIAL AQUATICS AUSTRALIA	DBK REC CTR - ANNUAL POOL PLANT SERVICE	\$ 3,905.00	
EFT19831	COWARA CONTRACTORS PTY LTD	PALMER PIT - GRAVEL	\$ 38,500.00	
EFT19832	CALLUM CRAIK	REFUND PLANNING APPLICATION FEE	\$ 147.00	
EFT19833	DONNYBROOK MEDICAL SERVICES	TUIA LODGE - PRE-EMPLOYMENT MEDICAL	\$ 210.00	
EFT19834	DONNYBROOK NEWSAGENCY	BEELERUP BFB - STATIONERY ORDER	\$ 86.80	
EFT19835	DONNYBROOK PHARMACY	TUIA LODGE - PHARMACY ACCOUNT - AUG 2020	\$ 155.24	
EFT19836	DONNYBROOK HARDWARE & GARDEN	HARDWARE SUPPLIES - AUG 2020	\$ 600.36	
EFT19837	DONNYBROOK FRUIT BARN	ADMIN - CATERING, TUIA LODGE - FRUIT & VEG SUPPLIES - AUG 2020	\$ 568.61	
EFT19838	DONNYBROOK FAMILY BAKERY	TUIA LODGE - BAKERY ACCOUNT - AUGUST 2020	\$ 275.00	
EFT19839	DONNYBROOK TYRE SERVICE	DB102 - TYRE REPAIRS	\$ 35.00	
EFT19840	DONNYBROOK DISTRICT HIGH SCHOOL	DBK LBRY - SHARED OPERATING EXPENSES - AUG 2020	\$ 1,828.06	
EFT19841	DONNYBROOK FARM SERVICE	HARDWARE, CHEMICAL & RETIC SUPPLIES - AUG 2020	\$ 1,015.30	
EFT19842	SUPA IGA DONNYBROOK	ADMIN, REC CTR, DEPOT, BFB - GROCERIES - AUG 2020	\$ 871.62	
EFT19843	DONNYBROOK COMMUNITY	50% SHARE CATERING CRC SUNDOWNER & CNL PRESENTATION	\$ 150.00	
EFT19844	DRAINSCOPE	PRESTON VILLAGE - ADDITIONAL WORKS FOR UNDERGROUND LEAK	\$ 1,298.00	
EFT19845	DONALD CANT WATTS CORKE (WA)	DTCR Project - RFP PREP FOR LEASE OF GOODS SHED CAFÉ/KITCH	\$ 2,475.00	
EFT19846	STAFF REIMBURSEMENTS	W&S - REIMBURSE 1YRS DRIVERS LICENCE AS PER EBA	\$ 44.05	
EFT19847	DEPT OF FIRE AND EMERG SERVICES	2020/21 ESL FIRST QUARTER CONTRIBUTION	\$ 89,112.51	
EFT19848	BUNBURY FREIGHT SERVICES	TUIA LODGE - FREIGHT FOR PHARMACEUTICAL SUPPLIES - AUG 2020	\$ 29.61	
EFT19849	FLORIST GUMP	SYMPATHY FLOWERS	\$ 70.00	
EFT19850	FAIRTEL PTY LTD	DONNYBROOK SES - PHONE AND NBN SERVICE	\$ 154.00	
EFT19851	SUEZ RECYCLING & RECOVERY	PROCESSING OF RECYCLABLES - AUG 2020	\$ 2,527.76	

SHIRE OF DONNYBROOK/BALINGUP

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MANUAL/AUTO CHEQUES

Chq/EFT	Name	Description		Municipal	Trust
EFT19852	STAFF REIMBURSEMENTS	DBK REC CTR - REIMBURSEMENT OF LIWA MEMBERSHIP FEES	\$	132.00	
EFT19853	HASTIE WASTE PTY LTD	MGMT DBK LANDFILL & BLN TRANSFER STATION SITES - AUG 2020	\$	34,762.95	
EFT19854	HEATLEYS SAFETY & INDUSTRIAL	DEPOT - RESPIRATOR P2 C/VALVE FLAT FOLD 10PK	\$	278.52	
EFT19855	SKIPPERS PLUMBING SERVICES	PLUMBING REPAIRS AND MAINTENANCE	\$	671.88	
EFT19856	JOHN E HALLAM	REPOINT, RENDER & REPAIRS TO STONE WORK BUILDINGS	\$	800.00	
EFT19857	NS PROJETS PTY LTD	TUIA LODGE - AGED CARE EXPANSION: PROCUREMENT STRATEGY	\$	2,057.00	
EFT19858	STAFF REIMBURSEMENTS	REIMBURSE PHONE ALLOWANCE	\$	80.00	
EFT19859	WESFARMERS KLEENHEAT GAS P/L	TUIA LODGE - BULK LPG ORDER	\$	992.99	
EFT19860	LIVING SPRINGS	BOTTLED WATER ADMIN OFFICE	\$	165.00	
EFT19861	LGISWA	2020/21 INSURANCE EXPENSES	\$	402,380.39	
EFT19862	LGIS BROKING	2020/21 INSURANCE EXPENSES	\$	6,600.00	
EFT19863	MEDELECT BIOMEDICAL SERVICES	TUIA LODGE - PREVENTATIVE MAINT OF MEDICAL EQUIP	\$	1,688.50	
EFT19864	CEMETERIES & CREMATORIA	ORDINARY MEMBERSHIP 01/07/2020 - 30/06/2021	\$	125.00	
EFT19865	MEDISCRUBS PTY LTD	TUIA LODGE - STAFF UNIFORMS & SCRUBS	\$	1,543.80	
EFT19866	MARKETFORCE PRODUCTIONS	ADVERTISING EXPENSES - AUG 2020	\$	1,939.78	
EFT19867	MOA BENCHMARKING	TUIA LODGE - RESIDENTIAL MONTHLY FEES FOR SEPT 2020	\$	230.00	
EFT19868	MORE TELECOM	TUIA LODGE - MONTHLY TELEPHONE SERVICES	\$	608.96	
EFT19869	OFFICEWORKS	IT - LAPTOP STANDS & USB'S	\$	333.54	
EFT19870	OFFICEWORKS	TUIA LODGE - JULY STATIONERY ORDER	\$	284.11	
EFT19871	PERKINS BUILDERS	DBK TOWN CENTRE REVITALIZATION PROJECT CONSTRUCTION	\$	47,300.00	
EFT19872	PRESTON VALLEY IRRIGATION	ANNUAL FIXED WATER RATES	\$	4,474.50	
EFT19873	PRESTON PRESS	EOI ADVERTISING FOR GOODS SHED FOOD & BEV OPERATOR	\$	185.00	
EFT19874	PRESTIGE PRODUCTS	DBK REC CTR - CLEANING SUPPLIES	\$	61.60	
EFT19875	PRESTON VALLEY MAINTENANCE	DBK DENTIST BUILD - VEHICLE IMPACT REPAIRS PLUS OTHER MISC	\$	8,899.00	
EFT19876	PFD FOOD SERVICE PTY LTD	DBK REC CTR - ICE CREAM SUPPLIES	\$	262.35	
EFT19877	PRESTON POWER EQUIPMENT	GOODS & SERVICES TO THE VALUE OF \$200 - AUG 2020	\$	298.00	
EFT19878	PAYPAC PAYROLL SERVICES PTY LTD	TUIA LODGE - PAYROLL PROCESSING SERVICES FOR AUG 2020	\$	975.37	
EFT19879	PEEL PODIATRY CLINIC	TUIA LODGE - PODIATRY SERVICES - AUGUST 2020	\$	1,280.00	
EFT19880	QUALITY PRESS	ALL BFBS - T CARDS, INCIDENT DIARIES, VEHICLE ID STICKERS	\$	166.10	
EFT19881	KP & SA QUIN	CROSSOVER CONTRIBUTION	\$	280.00	
EFT19882	WREN OIL	OIL WASTE DISPOSAL FROM DEPOT	\$	236.50	
EFT19883	STAFF REIMBURSEMENTS	REIMBURSE INTERNET EXPENSES FOR SEPTEMBER 2020	\$	39.95	
EFT19884	REPCO	GOODS & SERVICES TO THE VALUE OF \$200 - AUG 2020	\$	387.73	
EFT19885	SPRINT EXPRESS	FREIGHT EXPENSES	\$	82.50	
EFT19886	SLEE ANDERSON & PIDGEON	LEGAL FEES - BRIDGE ST HOUSING PROJECT	\$	3,984.20	
EFT19887	STEWART & HEATON CLOTHING CO	BFB - PROTECTIVE CLOTHING	\$	98.12	
EFT19888	SOUTHERN LOCK & SECURITY	BOLT 200 SERIES LOCKS FOR PUBLIC TOILETS X 6	\$	165.00	

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 18 SEPTEMBER 2020
MANUAL/AUTO CHEQUES

Chq/EFT	Name	Description	Municipal	Trust
EFT19889	SOS OFFICE EQUIPMENT	PHOTOCOPIER EXPENSES - AUG 2020	\$ 1,273.74	
EFT19890	WA COUNTRY HEALTH SERVICE	TUIA LODGE - RESIDENTS MEALS - JULY 2020	\$ 16,421.86	
EFT19891	STALEY FOOD & PACKAGING	TUIA LODGE - CLEANING, KITCHEN, LAUNDRY, PPE CONSUMABLES	\$ 486.30	
EFT19892	SURGICAL HOUSE PTY LTD	TUIA LODGE - PHARMACEUTICAL SUPPLIES	\$ 172.15	
EFT19893	SURVCON PTY LTD	SOUTHAMPTON RD - SURVEYING WORKS	\$ 3,442.00	
EFT19894	ST JOHN AMBULANCE WA LTD	FIRST AID KIT FOR RANGER VEHICLE	\$ 144.98	
EFT19895	S & S PROPERTY MAINTENANCE	ADMIN - CLEANING CONTRACTOR FOR AUG 2020	\$ 1,522.00	
EFT19896	STATEWIDE BEARINGS	DB008 ROLLER - BEARINGS	\$ 8.69	
EFT19897	STAFF REIMBURSEMENTS	W&S - REIMBURSEMENT OF POLICE CLEARANCE EXPENSES	\$ 55.80	
EFT19898	SHRED-X PTY LTD	TUIA LODGE - CONFIDENTIAL SHREDDING BIN SERVICE - JULY 2020	\$ 77.95	
EFT19899	TELSTRA	TELEPHONE & INTERNET EXPENSES	\$ 26.39	
EFT19900	TOLL TRANSPORT PTY LTD	FREIGHT EXPENSES	\$ 453.88	
EFT19901	TODDLERS TIMBER TIME	DBK REC CTR - NATURAL PLAY EQUIPMENT AND ADVENTURE SETS	\$ 2,225.00	
EFT19902	STAFF REIMBURSEMENTS	W&S - REIMBURSEMENT OF POLICE CLEARANCE EXPENSES	\$ 55.80	
EFT19903	TENDERLINK	EOI - GOOD'S SHED FOOD & BEVERAGE OPERATOR	\$ 168.30	
EFT19904	LANDGATE	VALUATION SERVICES - AUG 2020	\$ 564.89	
EFT19905	VEECO LAUNDRY SYSTEMS	TUIA LODGE - SUPPLY AND INSTALL 32KG GAS DRYER - INSURANCE	\$ 12,859.00	
EFT19906	WATER CORPORATION	WATER & SEWERAGE EXPENSES	\$ 109.03	
EFT19907	SYNERGY	ELECTRICITY EXPENSES	\$ 7,959.42	
EFT19908	WESTRAC EQUIPMENT PTY LTD	DB008 ROLLER - AIR LINES, TEES, ELBOWS, ADAPTERS & UNION	\$ 674.32	
EFT19909	WORK CLOBBER	W&S - PPE & UNIFORM FOR NEW STAFF	\$ 1,278.40	
EFT19910	MJ WRINGE & SON	DB7324 THOMSON BRK BFB - PUMP FAULT & OBJECT IN IMPELLER	\$ 870.65	
EFT19911	YABBERUP COMMUNITY ASSOCIATION	LANDCARE - HALL HIRE FOR BRIDAL CREEPER WORKSHOP	\$ 40.00	
53603	AUST INST OF BUILDING SURVEYORS	2020/21 AIBS MEMBERSHIP	\$ 600.00	
53604	CITY OF BUSSELTON	2020/2021 SWLC SYSTEM ADMIN SUPPORT OFFICER CONTRIBUTION	\$ 2,098.80	
53605	SHIRE OF DONNYBROOK BALINGUP	TUIA LODGE - STAFF RATES PAYROLL DEDUCTIONS FOR AUGUST	\$ 330.00	
53606	DEPARTMENT OF TRANSPORT	CUSTOMER PURCHASE OF SHIRE LOGO NUMBER PLATE	\$ 200.00	
53607	SHIRE OF DONNYBROOK BALINGUP	DBK LIBRARY - RECOUP OF PETTY CASH EXPENSES TO AUG 2020	\$ 94.35	
53608	SHIRE OF DONNYBROOK BALINGUP	TUIA LODGE RESIDENTS KITTY RECOUP - SEPT 2020	\$ 730.55	
53609	SHIRE OF DONNYBROOK BALINGUP	2020/21 RATES - SHIRE FACILITY BIN SERVICES	\$ 11,013.00	
DD25219.1	WA SUPER	PAYROLL DEDUCTIONS	-\$ 104.03	
DD25247.1	WA SUPER	PAYROLL DEDUCTIONS	\$ 17,977.61	
DD25247.2	AUSTRALIAN SUPER	PAYROLL DEDUCTIONS	\$ 792.21	
DD25247.3	COMMBANK GROUP SUPER	PAYROLL DEDUCTIONS	\$ 187.28	
DD25247.4	HOSTPLUS	PAYROLL DEDUCTIONS	\$ 439.31	
DD25247.5	DILLON FAMILY SUPERFUND	PAYROLL DEDUCTIONS	\$ 325.23	
DD25247.6	ONEPATH MASTERFUND	PAYROLL DEDUCTIONS	\$ 288.80	

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 18 SEPTEMBER 2020
MANUAL/AUTO CHEQUES

Chq/EFT	Name	Description		Municipal	Trust
DD25247.7	UNISUPER	PAYROLL DEDUCTIONS	\$	69.18	
DD25247.8	REST SUPERANNUATION	PAYROLL DEDUCTIONS	\$	136.86	
DD25278.1	SPECTRUM SUPER	PAYROLL DEDUCTIONS	\$	43.35	
DD25278.2	WA SUPER	PAYROLL DEDUCTIONS	\$	18,465.46	
DD25278.3	AUSTRALIAN SUPER	PAYROLL DEDUCTIONS	\$	908.08	
DD25278.4	COMMBANK GROUP SUPER	PAYROLL DEDUCTIONS	\$	187.28	
DD25278.5	HOSTPLUS	PAYROLL DEDUCTIONS	\$	433.53	
DD25278.6	DILLON FAMILY SUPERFUND	PAYROLL DEDUCTIONS	\$	325.23	
DD25278.7	ONEPATH MASTERFUND	PAYROLL DEDUCTIONS	\$	288.80	
DD25278.8	UNISUPER	PAYROLL DEDUCTIONS	\$	69.18	
DD25278.9	REST SUPERANNUATION	PAYROLL DEDUCTIONS	\$	136.86	
			\$	1,490,956.66	\$ -

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 18 SEPTEMBER 2020.

SUMMARY:

<i>Bank</i>	<i>Cheque Number</i>	<i>Amount</i>
Municipal	CCP3510-CCP3516, EFT19719-EFT19911, 53603 - 53609, DD25219.1, DD25247.1-DD25247.8 and DD25278.1 - DD25278.9	\$1,490,956.66
Trust		\$0.00
<i>Monthly Cheque Totals</i>		<u><u>\$1,490,956.66</u></u>

CERTIFICATION OF CHIEF EXECUTIVE OFFICER

This schedule of accounts paid under delegated authority (No 3.1) covering cheques numbered from CCP3510-CCP3516, EFT19719-EFT19911, 53603 - 53609, DD25219.1, DD25247.1-DD25247.8 and DD25278.1 - DD25278.9 totalling \$1,490,956.66 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.



CHIEF EXECUTIVE OFFICER

18.09.2020

DATE



Monthly Financial Reports

Management Statements

For the period ended
31st July 2020

Shire of Donnybrook-Balingup

Monthly Report to Council

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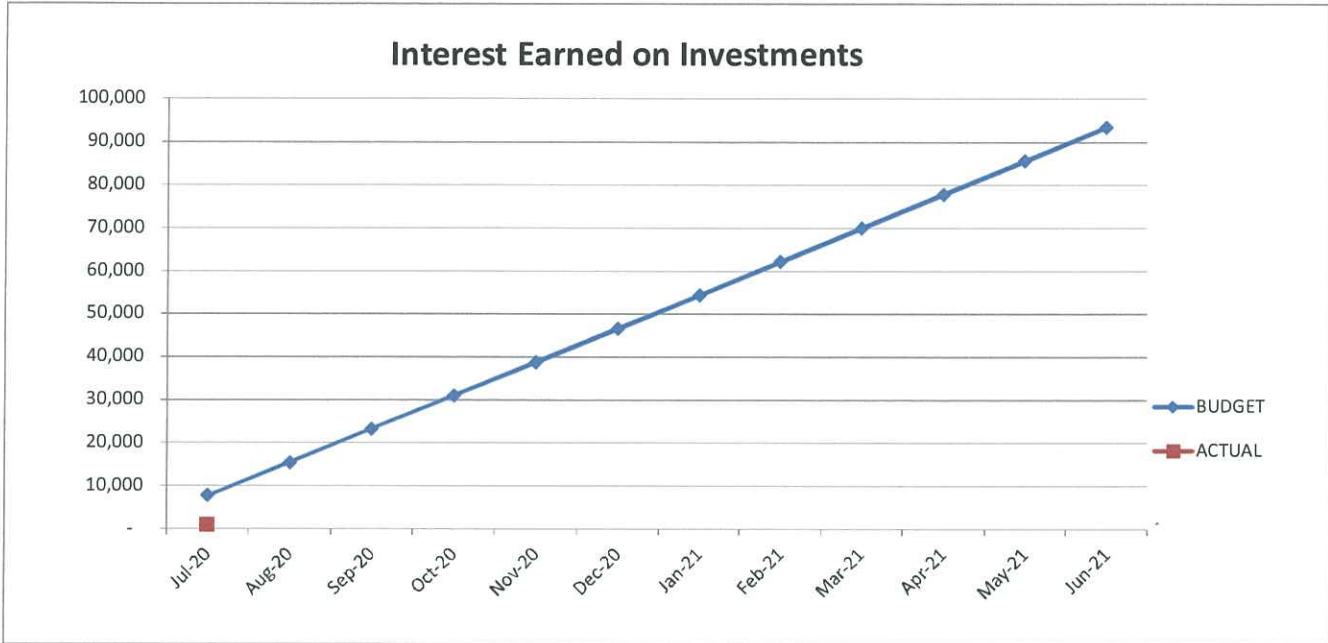
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Shire of Donnybrook / Balingup
Graphical Presentation of Key Financial Data
For Period ended 31st July 2020

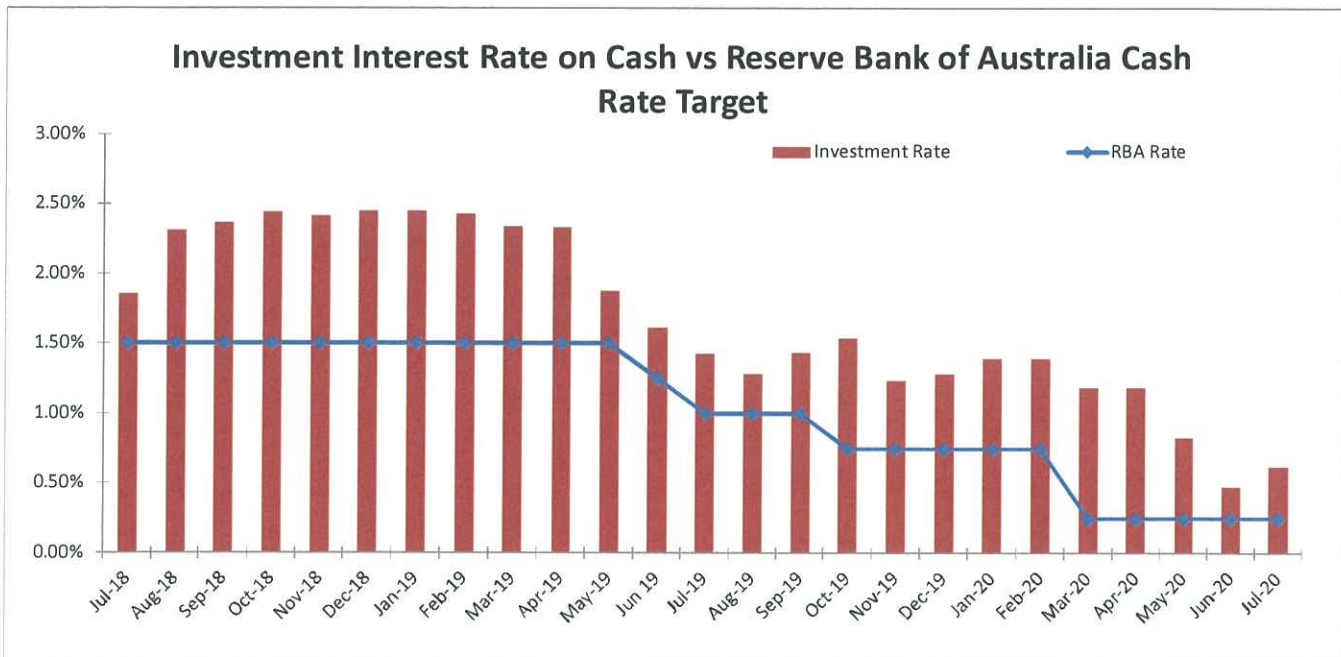
* **Cash & Investments**

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

	YTD Actual	YTD Budget
Municipal Fund:	\$ 348	\$ 2,500
Reserve Fund:	\$ 645	\$ 5,277
	\$ 993	\$ 7,777



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.

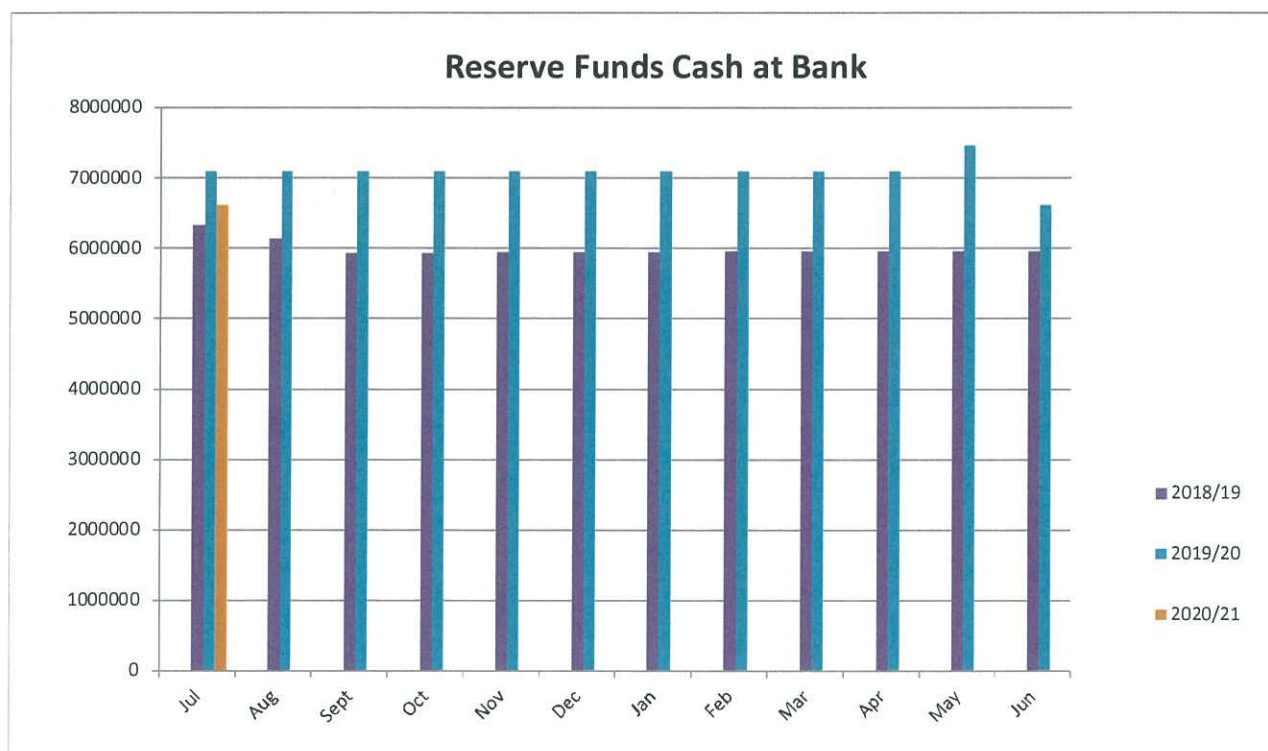
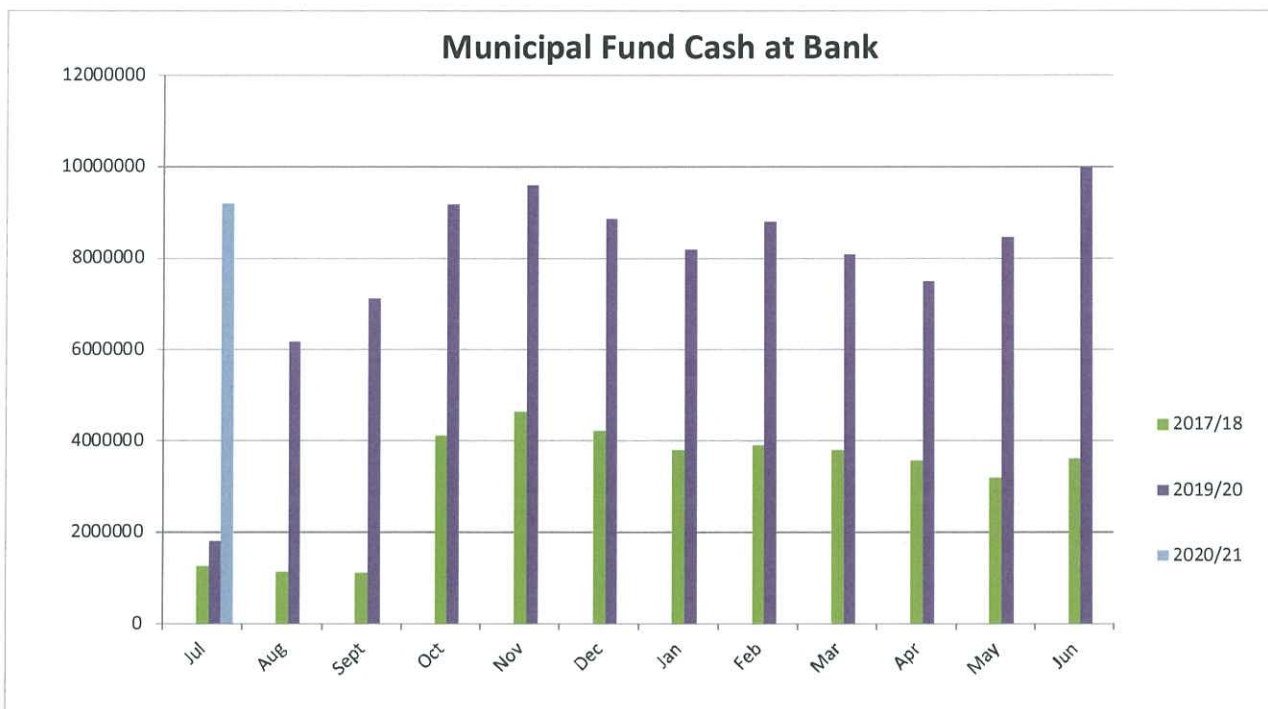


Shire of Donnybrook / Balingup
Graphical Presentation of Key Financial Data
For Period ended 31st July 2020

* **Cash & Investments**

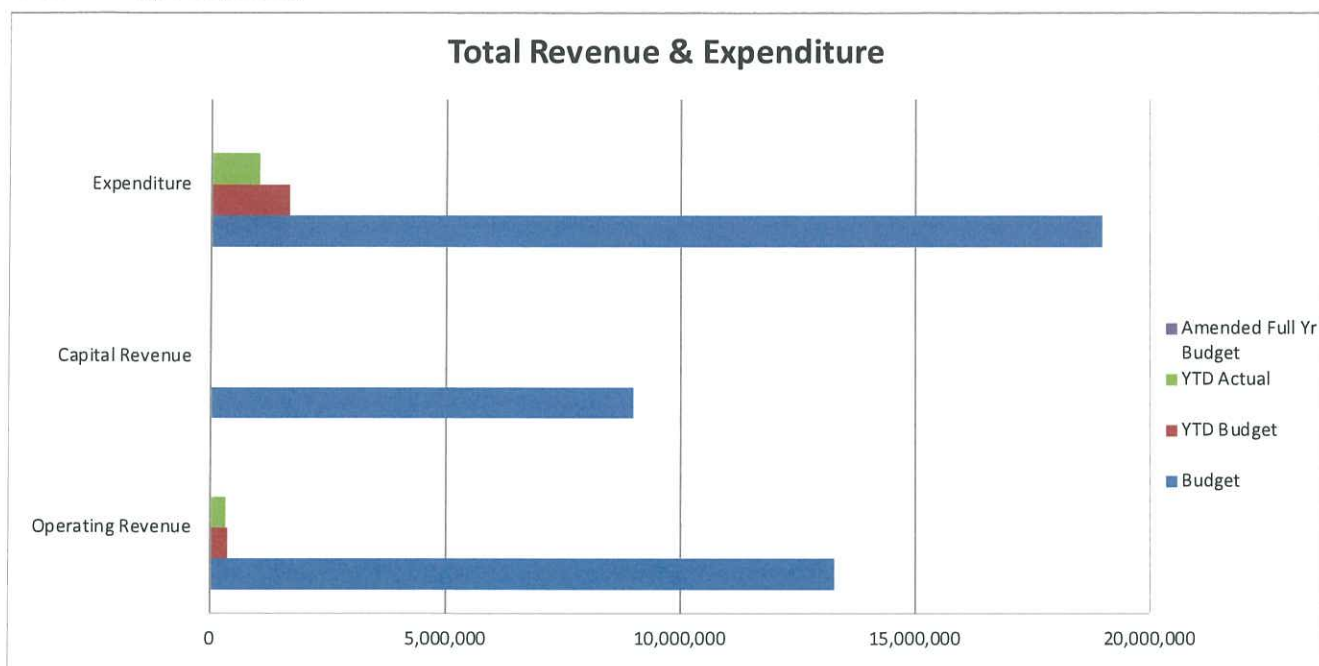
As at reporting date, the Shire's cash on hand as per the bank statements shows a reconciled balance of \$9,184,749. This includes investments held by the Shire of \$5,672,437.

Municipal Investment Funds total	\$	1,014,844
Restricted Funds - Bond Deposits	\$	4,657,593
 Municipal Fund Cash at Bank total	 \$	 3,512,313
Reserve Investment Funds Cash at Ban	\$	3,886,743
	\$	<u>13,071,492</u>



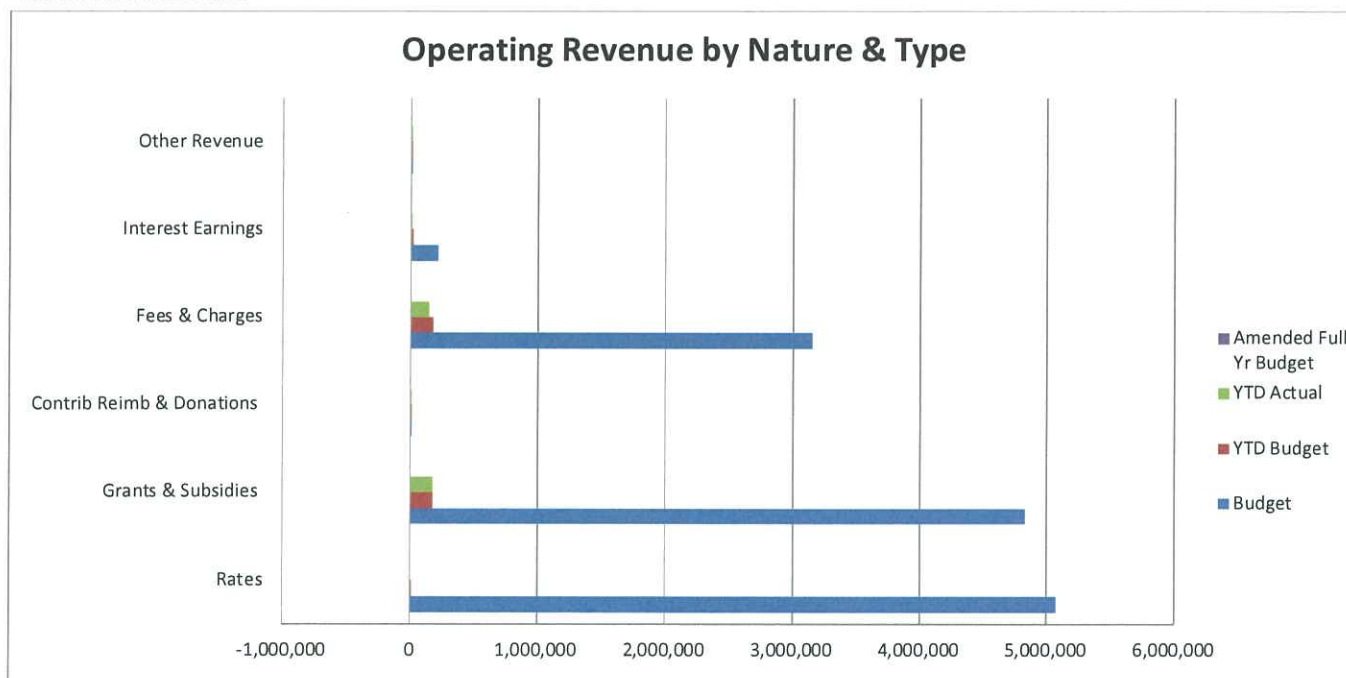
Shire of Donnybrook / Balingup
Graphical Presentation of Key Financial Data
For Period ended 31st July 2020

* **Nature & Type Reporting**



Total Revenue & Expenditure	Adopted Budget	YTD Budget	YTD Actual	YTD Variance %
Operating Revenue	13,286,259	371,719	322,418	(13.26%)
Capital Revenue	8,994,403	15,063	0	(100.00%)
Expenditure	18,988,603	1,654,328	1,026,591	(37.95%)

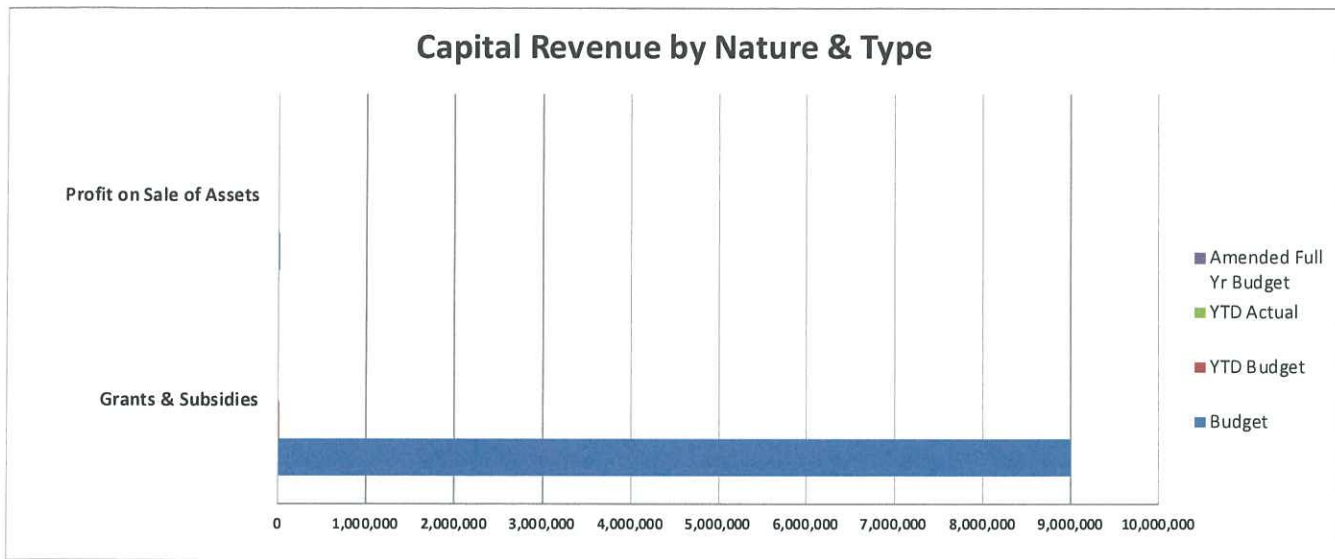
A further detailed analysis of total operating revenue, capital revenue and expenditures is provided via the various nature and type subsections listed below:



Operating Revenue by Nature & Type	Adopted Budget	YTD Budget	YTD Actual	YTD Variance %
Rates	5,074,942	150	-10	(106.97%)
Grants & Subsidies	4,833,528	179,099	173,093	(3.35%)
Contrib Reimb & Donations	4,840	400	273	(31.83%)
Fees & Charges	3,154,474	173,865	144,739	(16.75%)
Interest Earnings	216,825	18,068	4,244	(76.51%)
Other Revenue	1,650	137	80	(41.60%)
Total	13,286,259	371,719	322,418	

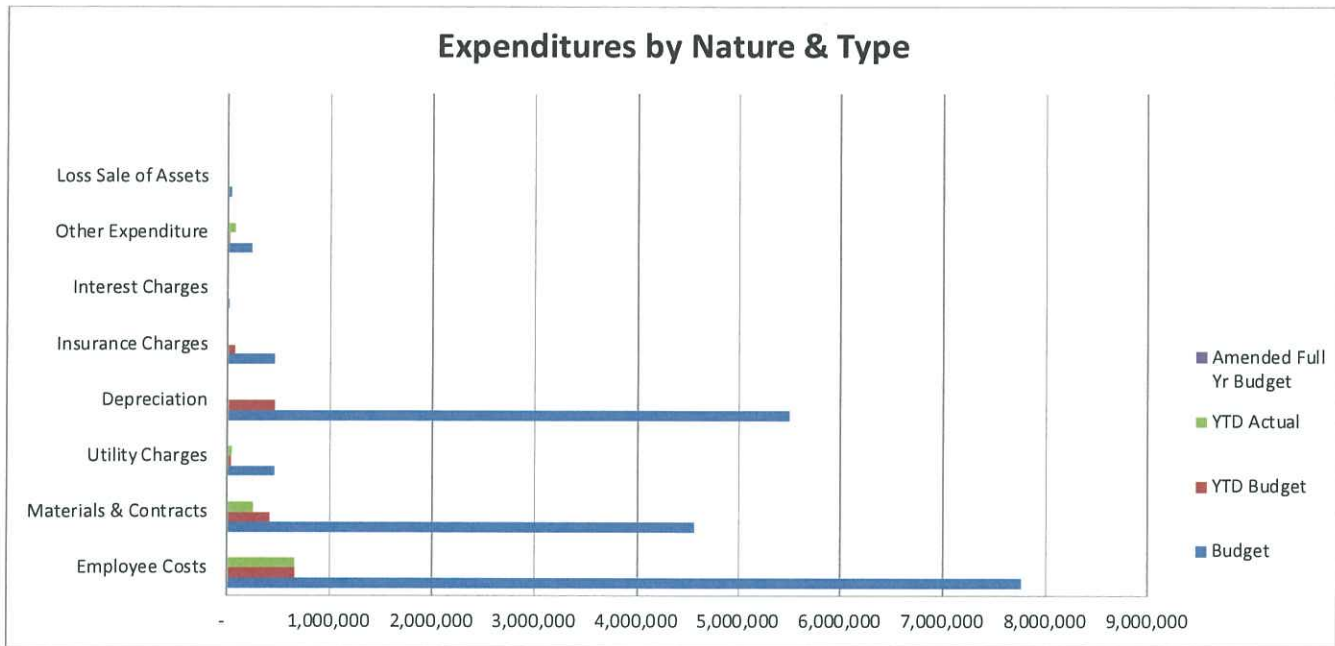
Shire of Donnybrook / Balingup
Graphical Presentation of Key Financial Data
For Period ended 31st July 2020

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



Capital Revenue by Nature and Type

	Adopted Budget	YTD Budget	YTD Actual	YTD Variance %
Grants & Subsidies	8,994,403	15,063	0	(100.00%)
Profit on Sale of Assets	9,869	0	0	
Total	9,004,272	15,063	0	

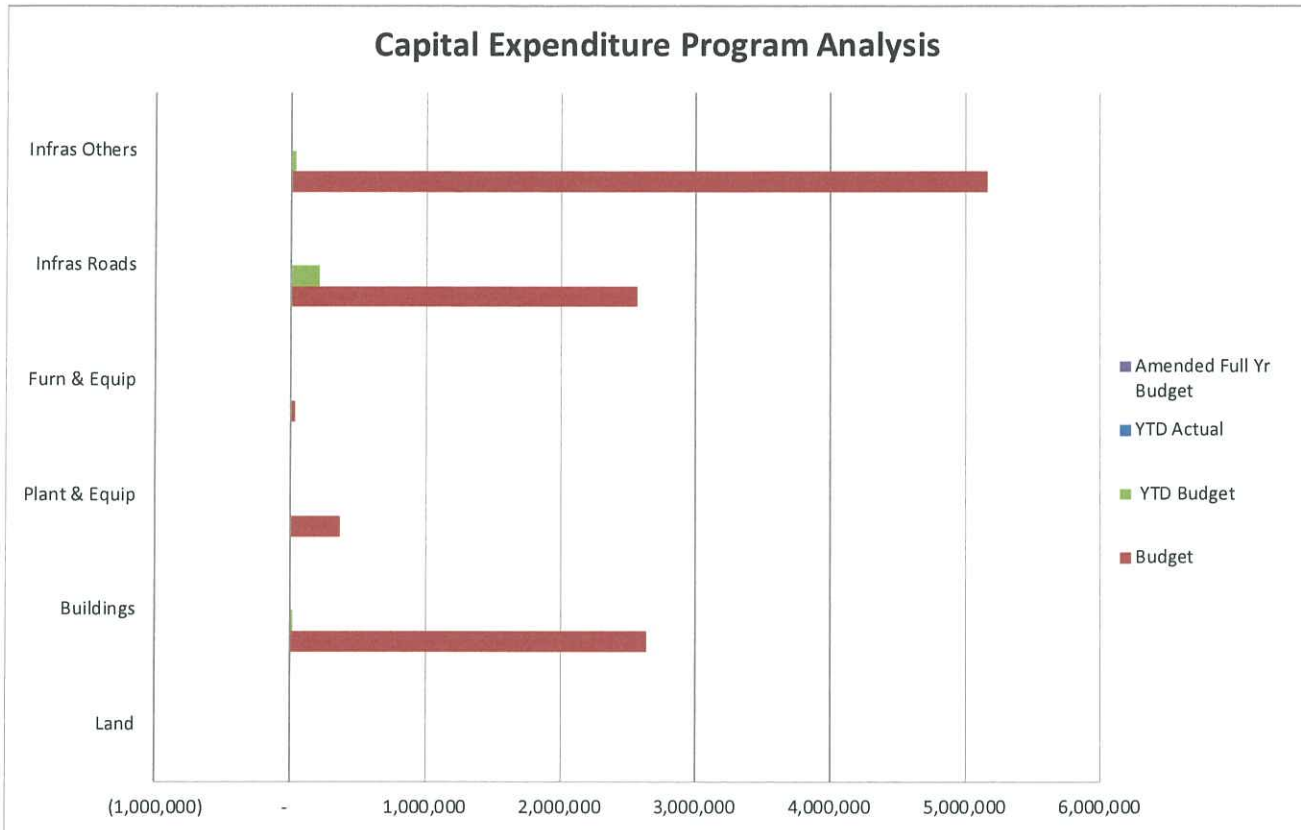


Expenditures by Nature and Type

	Adopted Budget	YTD Budget	YTD Actual	YTD Variance %
Employee costs	7,766,645	656,749	658,530	0.27%
Materials and contracts	4,559,200	412,484	249,863	(39.42%)
Utility charges	457,272	37,330	47,833	28.13%
Depreciation on Non Current Assets	5,494,234	457,841	0	(100.00%)
Insurance charges	456,518	68,306	0	(100.00%)
Interest charges	17,133	1,826	1,444	(20.91%)
Loss on sale of asset	32,470	0	0	248.23%
Other expenditure	237,601	19,792	68,921	248.23%
TOTAL	19,021,073	1,654,328	1,026,591	

Shire of Donnybrook / Balingup
Graphical Presentation of Key Financial Data
For Period ended 31st July 2020

* **Capital Acquisitions by Asset Class**



Capital Acquisitions

	Adopted Budget	YTD Budget	YTD Actual	YTD Variance %
Land	0	0	0	0.00%
Buildings	2,635,764	21,825	-3,528	(116.17%)
Plant & Equipment	371,556	5,685	0	(100.00%)
Furniture & Equipment	38,000	3,166	0	(100.00%)
Infrastructure Roads	2,567,418	213,930	756	(99.65%)
Infrastructure Others	5,160,088	38,170	4,118	(89.21%)
TOTAL	10,772,826	282,776	1,346	

**Shire of Donnybrook / Balingup
Operating Statement
For Period ended 31st July 2020**

		Adopted Budget 2020/21	Budget Year-to-date 2020/21	Actual Year-to-date 2020/21
Operating Revenues				
Rate Revenue	3	5,074,942	150	(10)
General Purpose Funding	3	1,163,234	17,041	6,060
Governance	4	64,084	5,285	0
Law, Order & Public Safety	5	577,580	14,068	2,104
Health	7	173,013	14,415	11,689
Education and Welfare	8	4,047,772	295,265	276,476
Community Amenities	10	1,134,936	5,598	5,055
Recreation & Culture	11	261,529	21,783	11,111
Transport	12	198,310	2,999	138
Economic Services	13	480,781	13,786	9,122
Other Property & Services	14	110,078	9,223	1,680
		13,286,259	399,613	323,424
Operating Expenses Excluding				
Borrowing Costs Expenses				
General Purpose Funding	3	(202,110)	(16,788)	(8,102)
Governance	4	(1,049,323)	(164,535)	(250,211)
Law, Order & Public Safety	5	(1,372,958)	(107,143)	(25,103)
Health	7	(260,039)	(19,403)	(10,465)
Education and Welfare	8	(5,020,297)	(376,776)	(263,152)
Community Amenities	10	(1,709,555)	(145,764)	(104,503)
Recreation & Culture	11	(3,576,815)	(307,692)	(136,314)
Transport	12	(4,818,754)	(395,124)	(147,712)
** Economic Services	13	(844,600)	(69,684)	(24,104)
Other Property & Services	14	(118,200)	(35,468)	(54,931)
		(18,972,651)	(1,638,377)	(1,024,597)
Borrowing Costs Expenses				
Governance	4	(2,876)	(2,876)	(314)
Law, Order & Public Safety	5	(111)	(111)	(81)
Health	7	(3,668)	(3,668)	(0)
Education and Welfare	8	(4,617)	(4,617)	(39)
Recreation and Culture	11	(2,012)	(2,012)	(116)
** Economic Services	13	(2,667)	(2,667)	(1,444)
		(15,951)	(15,951)	(1,994)
Contributions/Grants for the Development of Assets				
Law, Order & Public Safety	5	62,241	5,186	0
Community Amenities	10	170,000	0	0
Recreation & Culture	11	4,030,671	0	0
Transport	12	4,611,491	9,877	0
Economic Services	13	120,000	0	0
		8,994,403	15,063	0
GAIN OR (LOSS) ON THE DISPOSAL OF ASSETS				
Governance	4	622	0	0
Community Amenities	10	5611	0	0
Transport	12	(21,321)	0	0
Economic Services	13	(7,514)	0	0
		(22,602)	0	0
Net Profit OR Loss / Result		3,269,458	(1,239,652)	(703,166)

** Note increased borrowing costs/decreased economic svcs operating expenditure for Collins Street Loan Interest **

Shire of Donnybrook / Balingup
Operating Statement (by Nature/Type)
For the Period ended 31st July 2020

	Adopted Budget 2020/21	Budget Year-to-date 2020/21	Actual Year-to-date 2020/21
OPERATING REVENUE AND EXPENDITURE			
(a) <u>Summary by Nature and Type</u>			
Revenue			
Rates	5,074,942	150	(10)
Grants and Subsidies (Operating)	4,833,528	179,099	173,093
Contributions Reimbursements and Donations (Operating)	4,840	400	273
Fees and Charges	3,154,474	173,865	144,739
Interest Earnings	216,825	18,068	4,244
Other Revenue	1,650	137	80
	<u>13,286,259</u>	<u>371,719</u>	<u>322,418</u>
Expenditure			
Employee Costs	(7,766,645)	(656,749)	(658,530)
Materials and Contracts	(5,201,797)	(466,069)	(250,211)
Utility Charges	(457,272)	(37,330)	(47,833)
Depreciation on Non Current Assets	(5,494,234)	(457,841)	0
Insurance Expenses	(456,518)	(68,306)	0
Interest Expenses	(17,133)	(1,826)	(1,444)
Other Expenses	(237,601)	(19,792)	(68,921)
	<u>(19,631,200)</u>	<u>(1,707,913)</u>	<u>(1,026,939)</u>
Less Applicable to Capital Works	(642,598)	(53,585)	(348)
	<u>(5,702,344)</u>	<u>(1,282,609)</u>	<u>(704,173)</u>
Non-operating grants, subsidies and contributions	8,994,403	15,063	0
Profit on asset disposals	9,869	0	0
Loss on asset disposals	(32,470)	0	0
Net result	<u>3,269,458</u>	<u>(1,267,546)</u>	<u>(704,173)</u>
Total Comprehensive Income	3,269,458	(1,267,546)	(704,173)

Shire of Donnybrook / Balingup
Operating Statement (by Nature/Type - detail)
For the Period ended 31st July 2020

OPERATING REVENUE AND EXPENDITURE	2020/21		
	Original Budget	YTD Budget	Actual
(b) Classified According to Nature and Type:			
<u>OPERATING REVENUE</u>			
Rate Revenue			
Rates	5,074,942	150	(10)
Grants & Subsidies (Operating)			
Other Grants	4,498,690	179,099	173,093
Grants & Subsidies (Capital)			
Other Grants	8,978,371	13,727	0
Reimbursements (Operating)			
Reimbursements	334,838	27,894	1,007
Contributions & Donations (Operating)			
Contributions, Reimbursements & Donations	4,840	400	273
Contributions & Donations (Cap)			
Contributions, Reimbursements & Donations	16,032	1,336	0
Fees and Charges			
Waste Receptacle Fee	570,696	0	0
Waste Management Levy	498,070	89	0
Property Lease	426,507	35,534	29,702
Property Hire	58,106	4,840	149
Sale of Stock	8,000	666	0
Inspections	200	16	0
Other Charges	1,461,555	121,780	102,160
Fines and Penalties	5,100	423	222
Licenses, Approvals, Registrations	126,240	10,517	12,507
Private Works	0	0	0
Interest Earnings			
Rates Penalty Interest Charge	37,500	3,125	3,160
Interest on Rates Instalments	16,500	1,375	0
Interest on Municipal Funds	159,325	13,277	1,039
Interest Other	3,500	291	45
Other Revenue			
Other Income	1,650	137	80
Profit on Sale of Non-Current Assets	9,869	0	0
Total Operating Revenue	22,290,531	414,676	323,424

Shire of Donnybrook / Balingup
Operating Statement (by Nature/Type - detail)
For the Period ended 31st July 2020

OPERATING REVENUE AND EXPENDITURE (b) Classified According to Nature and Type:	2020/21		
	Original Budget	YTD Budget	Actual
<u>OPERATING EXPENDITURE</u>			
Employee Costs			
Salaries and Wages (Operating only, excludes Capital)	6,550,811	545,840	554,126
Superannuation	691,204	57,590	73,975
Workers Compensation	290,890	29,889	0
Clothing and Uniforms	39,733	3,309	793
Training Expenses	104,599	8,711	6,321
Fringe Benefits Tax	52,042	8,298	20,793
Employee Provisions	0	0	0
Other Employee Costs	37,366	3,112	2,522
Materials			
Road Materials	4,751,661	428,567	101,621
Phone/Fax	51,401	4,279	6,523
Fuels & Oils	175,000	14,582	9,595
Contracts			
Lease & Rental Expenses	0	0	443
Service Contracts & Repairs	0	0	60,323
Contract Labour	81,335	6,777	49,038
Professional Services & Consultants	142,400	11,864	22,668
Utility Charges			
Sewerage	20,824	1,732	5,240
Electricity	324,480	26,280	34,123
Water	111,968	9,318	8,469
Insurance Expenses			
Insurance	456,518	68,306	0
Interest Expenses			
Interest on Leases	4,612	381	0
Interest on Loans	12,521	1,445	1,444

Shire of Donnybrook / Balingup
Operating Statement (by Nature/Type - detail)
For the Period ended 31st July 2020

4. OPERATING REVENUE AND EXPENDITURE	2020/21		
	Original Budget	YTD Budget	Actual
(b) Classified According to Nature and Type:			
OPERATING EXPENDITURE (cont)			
Other Expenditure			
Postage	10,350	861	1,697
Other Expenditure	227,251	18,931	67,224
Loss on Sale of Non-Current Assets	32,470	0	0
Depreciation			
Depreciation on Assets	5,494,234	457,841	0
Less: Applicable to Capital Works	(642,598)	(53,585)	(348)
Total Operating Expenditure	19,021,073	1,654,328	1,026,591
NET PROFIT OR LOSS / RESULT	3,269,458	(1,239,652)	(703,166)

Shire of Donnybrook - Balingup
Statement of Financial Activity
For the Period ended 31st July 2020

		2020/21 Original Budget \$	2020/21 YTD Budget \$	2020/21 YTD Actual \$	Variances Budget to Actual YTD %
REVENUES					
General Purpose Funding (Excl. Rates)	3	1,163,234	17,041	6,060	(64.44)
Governance	4	64,084	5,285	0	(100.00)
Law, Order, Public Safety	5	577,580	14,068	2,104	(85.04)
Health	7	173,013	14,415	11,689	(18.91)
Education and Welfare	8	4,047,772	295,265	276,476	(6.36)
Community Amenities	10	1,140,547	5,598	5,055	(9.69)
Recreation and Culture	11	261,529	21,783	11,111	(48.99)
Transport	12	201,946	2,999	138	(95.39)
Economic Services	13	480,781	13,786	9,122	(33.83)
Other Property and Services	14	110,702	9,223	1,680	(81.78)
		<u>8,221,188</u>	<u>399,463</u>	<u>323,435</u>	<u>(19.03)</u>
EXPENSES					
General Purpose Funding	3	(202,110)	(16,788)	(8,102)	(51.74)
Governance	4	(1,052,199)	(167,411)	(250,525)	49.65
Law, Order, Public Safety	5	(1,373,069)	(107,254)	(25,184)	(76.52)
Health	7	(263,707)	(23,071)	(10,465)	(54.64)
Education and Welfare	8	(5,024,914)	(381,393)	(263,191)	(30.99)
Community Amenities	10	(1,709,555)	(145,764)	(104,503)	(28.31)
Recreation & Culture	11	(3,578,827)	(309,704)	(136,430)	(55.95)
Transport	12	(4,843,710)	(395,124)	(147,712)	(62.62)
Economic Services	13	(854,781)	(72,351)	(25,548)	(64.69)
Other Property and Services	14	(118,200)	(35,468)	(54,931)	54.87
		<u>(19,021,072)</u>	<u>(1,654,328)</u>	<u>(1,026,591)</u>	<u>(37.95)</u>
Net Operating Result Excluding Rates:		<u>(10,799,884)</u>	<u>(1,254,865)</u>	<u>(703,156)</u>	<u>(43.97)</u>
Adjustments for Cash Budget Requirements:					
Non-Cash Expenditure and Income					
(Profit)/Loss on Asset Disposals		22,601	0	0	
Depreciation on Assets		5,494,234	457,841	0	(100.00)
Capital Expenditure and Income					
Non Operating Grants, Subsidies & Contributions		8,994,403	15,063	0	(100.00)
Purchase land held for resale		0	0	0	
Purchase investment property		0	0	0	
** Purchase property, plant and equipment		(3,045,320)	(30,676)	(3,528)	(111.50)
Purchase and construction of infrastructure		(7,727,506)	(252,100)	(4,874)	(98.07)
Proceeds from disposal of assets		168,209	6,298	75,925	1,105.55
Proceeds from disposal of land		0	0	0	
Proceeds from self supporting loan		9,143	762	0	(100.00)
Repayment of borrowings		(61,290)	(10,567)	(6,574)	(37.79)
Principle elements of finance lease payments		(53,871)	(4,487)	(10,126)	125.67
Proceeds from Lease		275,000	0	0	
** Repayment of Life Lease		(308,000)	0	0	
Transfers to reserves (restricted assets)		(212,000)	0	(45)	
Transfers from reserves (restricted assets)		1,132,213	30,833	0	(100.00)
ADD Estimated Surplus/(Deficit) July 1 B/Fwd		1,037,126	1,037,126	1,037,126	-
LESS Estimated Surplus/(Deficit) June 30 C/Fwd		0	(4,622)	391,793	(8,576)
Budgeted deficiency before general rates		<u>(5,074,942)</u>	<u>(150)</u>	<u>10</u>	<u>(106.97)</u>
Estimated amount to be raised from general rates		<u>5,074,942</u>	<u>150</u>	<u>(10)</u>	
Surplus / (deficit)		<u>0</u>	<u>0</u>	<u>0</u>	

** Note: Sale of U8 Preston Village reclassified from building capital expense to repayment of life lease**

Variance Reporting Threshold - \$10,000

Account No.	Account Description	Account Type	Year to Date Budget 31/07/2020	Actual to 31/07/2020	Variance Amount	Variance %	Permanent Variation	Comment
GENERAL PURPOSE FUNDING								
GOVERNANCE								
1072	OPERATING EXPENDITURE FRINGE BENEFITS TAX	Exp	5,945	20,793	14,848	249.76		Budget timing variation - FBT reallocated in May 2021
0564	CAPITAL EXPENDITURE BUILDINGS - ADMIN	Exp	7,875	-6,123	-13,998	-177.75		Budget timing variation - awaiting invoice from supplier for accrued expenditure
LAW, ORDER & PUBLIC SAFETY								
6962	OPERATING EXPENDITURE BUSH FIRE MITIGATION - SEMC	Exp	15,894	138	-15,756	-99.13		Budget timing variation - minimal expenditure to date
EDUCATION AND WELFARE								
1662	OPERATING EXPENDITURE Tuia Lodge SALARIES (T/LODGE)	Exp	196,459	166,778	-29,681	-15.11		Budget timing variation
3782	RESIDENT CATERING - (TUIA)	Exp	16,355	5,793	-10,562	-64.58		Budget timing variation
1703	OPERATING INCOME Tuia Lodge BASIC DAILY CARE FEE	Inc	-63,570	-48,046	15,524	-24.42		Budget timing variation - income reflects level of care
TRANSPORT								
3210	CAPITAL EXPENDITURE *ROADWORKS GENERAL	Exp	32,261	250	-32,011	-99.23		Budget timing variation - variance reflects timing of road program
3240	FOOTPATHS	Exp	17,083	0	-17,083	-100.00		Budget timing variation - no expenditure to date
3260	REGIONAL ROAD GROUP	Exp	89,598	0	-89,598	-100.00		Budget timing variation - no expenditure to date
3300	ROADS TO RECOVERY FEDERAL FUNDING PROGRAM	Exp	35,407	0	-35,407	-100.00		Budget timing variation - no expenditure to date
3330	BLACKSPOT FUNDED ROAD WORKS	Exp	56,664	506	-56,158	-99.11		Budget timing variation - variance reflects timing of road program
341M	OPERATING EXPENDITURE GENERAL ROAD MAINTENANCE	Exp	83,034	114,614	31,580	38.03		Budget timing variation - variance reflects timing of road program
ECONOMIC SERVICES								
3842	OPERATING EXPENDITURE NOXIOUS WEEDS/PEST PLANTS	Exp	28,938	0	-28,938	-100.00		Budget timing variation - no expenditure to date
0275	CAPITAL INCOME PROCEEDS SALE OF LAND	Inc	0	-75,925	-75,925		x	Potential permanent variance - Sale of Lot 101 Marnion Street
PUBLIC WORKS OVERHEADS								
Various A/cs	EXPENDITURE - PUBLIC WORKS OVERHEADS	Exp	146,750	98,354.04	-48,396	-32.98		
7422	LESS ALLOCATED TO W&S	Exp	-117,531	-90,689.04	26,842	-22.84		
Various A/cs	INCOME - PUBLIC WORKS OVERHEADS	Inc	-7,332	0.00	7,332	-100.00		
	TOTAL PUBLIC WORKS OVERHEADS		21,887	7,665	-14,222	-64.98		Public Works Overheads - to be reallocated
PLANT OPERATION COSTS								
Various A/cs	EXPENDITURE - PLANT OPERATION COSTS	Exp	70,422	39,770	-30,652	-43.53		
4512	LESS POC ALLOCATED TO W&S	Exp	-67,910	-28,086	39,824	-58.64		
Various A/cs	INCOME - PLANT OPERATION COSTS	Inc	-2,516	-1,680	836	-33.23		
	TOTAL PLANT OPERATION COSTS		-4	10,004	10,008	-250208.50		Plant Operation Costs - to be reallocated

Variance Reporting Threshold - \$10,000

Account No.	Account Description	Account Type	Year to Date Budget 31/07/2020	Actual to 31/07/2020	Variance Amount	Variance %	Permanent Variation	Comment
PROJECT OPERATION COSTS								
Various A/cs	EXPENDITURE - PROJECT OPERATION COSTS		28,405	37,023	8,618	30.34		
4197	LESS ALLOCATED TO PROJECTS	Exp	-24,667	0	24,667	-100.00		
	TOTAL PROJECT OPERATION COSTS		3,738	37,023	33,285	890.45		Project Operation Costs - to be reallocated

TOTAL GROSS SALARY & WAGES

4570	TOTAL SALARIES AND WAGES	Exp	795,977	718,206	-77,771	-9.77		Wages and Salaries approx \$77k under YTD Budget - Potential permanent variance (Includes workers compensation payments of approx. \$12.5k and accrued salaries & wages \$55k)
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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
31st July 2020

	Sch No	2020/21 Adopted Budget		2020/21 Actual	
		Income	Expenditure	Income	Expenditure
OPERATING SECTION					
General Purpose Funding	3	6,238,176	202,110	6,004	8,102
Governance	4	88,398	1,052,199	0	250,525
Law, Order & Public Safety	5	581,860	1,373,069	2,104	25,184
Health	7	173,013	263,707	11,689	10,465
Welfare Services	8	4,111,587	5,024,914	276,476	263,191
Community Amenities	10	1,134,936	1,709,555	5,055	104,503
Recreation & Culture	11	346,249	3,578,827	11,111	136,430
Transport	12	224,923	4,818,754	138	147,712
Economic Services	13	480,781	847,267	9,122	25,548
Other Property & Services	14	118,200	118,200	1,680	54,931
		13,498,123	18,988,601	323,379	1,026,591
CAPITAL SECTION					
Governance	4	170,295	186,507	0	(3,004)
Law, Order & Public Safety	5	66,241	83,910	0	4,728
Health	7	0	11,693	0	0
Welfare Services	8	548,822	578,425	0	191
Community Amenities	10	332,795	341,220	0	0
Recreation & Culture	11	4,214,145	4,283,128	0	8,801
Transport	12	4,880,807	5,543,734	0	756
Economic Services	13	154,000	167,370	75,925	6,574
Transfers To Reserves	15	0	212,000	0	0
		10,367,105	11,407,987	75,925	18,046
Total Income & Expenditure		23,865,228	30,396,588	399,304	1,044,637
Less Depreciation W/Back			(5,494,234)		0
Net		23,865,228	24,902,354	399,304	1,044,637
Add Surplus July 1 B/Fwd		1,037,126		1,037,126	
Rounding Adjustment					0
Surplus/Deficit C/Fwd			0		391,793
		24,902,354	24,902,354	1,436,430	1,436,430

Shire of Donnybrook / Balingup
Summary of Financial Activity - Cash
For the Period ended
31st July 2020

Surplus/Deficit Summary C/Forward Represented by;

(A) Cash at Bank and on Hand	9,186,931	
Sundry Debtors Rates	368,909	
Receivables/Debtors	82,349	
Contract Assets	413,642	
Accrued Income	0	
GST Asset Clearing A/C	41,237	
ESL Asset Clearing A/C	21,690	
Land Held for Resale	97,652	
Prepayments	0	
Stock on Hand	<u>10,284</u>	10,222,695
(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	(0)	
Accrued Expenses	(0)	
Accrued Loan Interest	0	
Contract Liability	(2,724,717)	
GST Liability Clearing A/C	(15,722)	
ESL Liability Clearing A/C	(131)	
PAYG Clearing A/C	(170,108)	
Prepaid Rates	(170,069)	
Restrictive Liability (Bonds)	(5,740,357)	
Add Back Current Loan Liability	0	
SS Loan Repayment	0	
Sundry Creditors	<u>(250,686)</u>	(9,830,901)
Net Current Assets		<u><u>391,793</u></u>

Shire of Donnybrook - Balingup
Notes To And Forming Part of the Financial Statements
For the Period ended 31st July 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 31st July 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 31st July 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 31st July 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:

Restricted (See below)

Restrictive Liability (Bonds)

Municipal Fund - Unspent Loan Fund

Unrestricted

Municipal Fund

Municipal Investment Account

Petty Cash on Hand

Total Cash Balance

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

Waste Management Reserve

Bushfire Control & Management Reserve

Aged Housing Reserve

Employee Entitlements Reserve

Arbuthnott Memorial Scholarship Reserve

Strategic Planning Studies Reserve

Land Development Reserve

Vehicle and Plant Reserve

Roadworks Reserve

Parks and Reserves Reserve

Contribution to Works Reserve

Revaluation Reserve

CBD Development Reserve

Buildings Reserve

Apple Funpark Reserve

Information Technology Reserve

Unspent Grants Reserve

Carried Forward Projects Reserve

Covid 19 Reserve

	Budget 30/06/2021	B/Forward 01/07/2020	YTD Actual 31/07/2020
	5,704,551	6,624,763	6,624,763
	5,424,593	5,739,577	5,740,357
	6,184,292	3,241,806	2,429,570
	0	1,014,496	1,014,844
	2,160	2,160	2,160
	17,315,596	16,622,801	15,811,694
	1,410,974	1,535,974	1,535,974
	2,282	2,282	2,282
	1,144,953	1,187,133	1,187,133
	185,381	192,881	192,881
	3,285	3,585	3,585
	40,051	40,051	40,051
	450,271	450,271	450,271
	376,690	402,000	402,000
	435,434	435,434	435,434
	153,744	153,744	153,744
	0	0	0
	10,700	10,700	10,700
	3,054	3,054	3,054
	247,216	758,523	758,523
	99,521	99,521	99,521
	99,523	107,523	107,523
	0	0	0
	938,940	1,139,556	1,139,556
	102,532	102,532	102,532
	5,704,551	6,624,763	6,624,763

Shire of Donnybrook - Balingup
Notes To And Forming Part of the Financial Statements
For the Period ended 31st July 2020

4. NET CURRENT ASSETS

Composition of Net Current Asset Position

CURRENT ASSETS

	Budget 30/06/2021 \$	B/Forward 01/07/2020 \$	YTD Actual 31/07/2020 \$
Cash at Bank and on Hand	761,859	4,258,461	3,446,574
Restricted Assets - Reserves	5,704,551	6,624,763	6,624,763
Restricted Assets - Bond Deposits	5,424,593	5,739,577	5,740,357
Sundry Debtors Rates	508,475	404,548	368,909
Receivables/Debtors	115,938	86,923	82,349
Accrued Income	63,913	51,716	0
GST Asset Clearing A/C	85,772	69,403	41,237
ESL Asset Clearing A/C	28,927	23,407	21,690
Prepayments	35,000	17,028	0
Stock on Hand	10,284	10,284	10,284
Land Half for Resale	97,652	97,652	97,652
Contract Assets	115,000	413,642	413,642
	12,951,964	17,797,405	16,847,457

CURRENT LIABILITIES

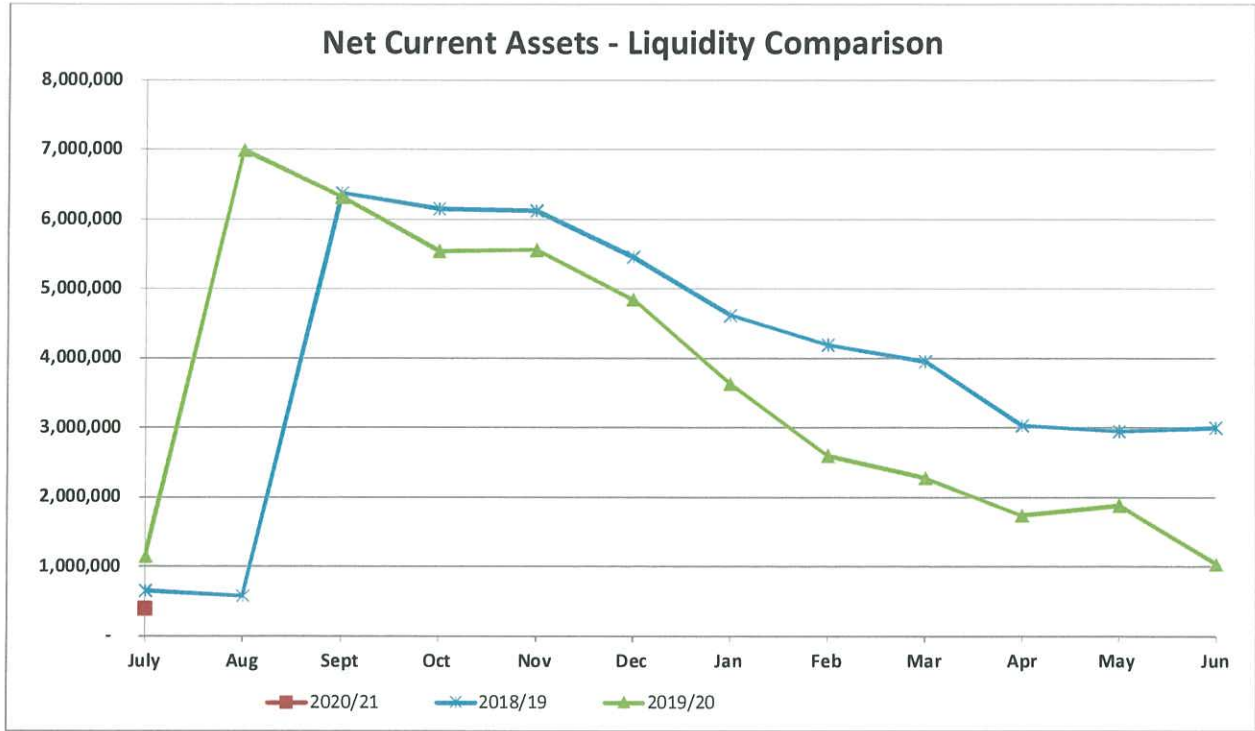
	Budget 30/06/2021 \$	B/Forward 01/07/2020 \$	YTD Actual 31/07/2020 \$
Provision for LSL Current	(438,098)	(438,098)	(438,098)
Provision for A/L Current	(699,275)	(513,894)	(513,894)
Add Cash Backed Reserve	185,381	192,881	192,881
Payments Received in Advance	0	0	0
Accrued Salaries/Wages	(149,827)	(220,176)	0
Accrued Loan Interest	0	0	0
Accrued Expenses	(36,113)	(53,069)	0
Prepaid Rates	(95,288)	(140,029)	(170,069)
GST Liability Clearing A/C	(25,351)	(31,957)	(15,722)
Add Back Current Loan Liability	0	0	0
ESL Liability Clearing A/C	0	0	(131)
PAYG Clearing A/C	(68,049)	(105,297)	(170,108)
Contract Liability	(189,095)	(2,724,717)	(2,724,717)
Loan Liability (Current Portion)	0	0	0
Self Supporting Loan Income	0	0	0
Sundry Creditors	(307,105)	(361,584)	(250,686)
Restricted Liability - Trust Bonds	(5,424,593)	(5,739,577)	(5,740,357)
Less Restricted Assets - Reserves	(5,704,551)	(6,624,763)	(6,624,763)
	(12,951,964)	(16,760,280)	(16,455,664)

NET CURRENT FUNDING POSITION 0 1,037,126 391,793

Net Current Assets - Liquidity Comparison			
Month	2018/19	2019/20	2020/21
July	655,255	1,152,916	391,793
August	577,376	6,991,493	
September	6,377,761	6,323,548	
October	6,155,719	5,540,643	
November	6,125,435	5,559,973	
December	5,457,420	4,844,897	
January	4,619,542	3,636,167	
February	4,195,258	2,596,196	
March	3,962,956	2,279,317	
April	3,032,763	1,740,914	
May	2,948,242	1,885,171	
June	3,007,579	1,039,916	

Shire of Donnybrook - Balingup
Notes To And Forming Part of the Financial Statements
For the Period ended 31st July 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.

Current Ratio =

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

	2018/19	2019/20	2020/21
July	1.37	1.75	1.10
August	1.33	6.15	
September	5.44	5.90	
October	4.64	5.40	
November	5.82	5.02	
December	4.79	4.83	
January	3.84	3.61	
February	3.32	2.21	
March	3.73	2.56	
April	2.65	2.26	
May	3.03	1.53	
June	2.79	1.24	

Shire of Donnybrook - Balingup
Notes To And Forming Part of the Financial Statements
For the Period ended 31st July 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 \$10,000 will apply for reporting purposes. That is all variances greater than \$10,000 will be reported to Council.

Any variance less than \$10,000 will not be reported to Council. The variance analysis applies to all income and expenditure items, except non-cash items such as depreciation.

As the budget for the 2020/21 financial year has not been adopted as at report date a limited variance analysis report has been prepared

Internal allocations such as depreciation, plant and overhead recoveries have also not been processed during July 2020.

This financial report should therefore be considered in light of the above qualification and it is therefore an abridged financial statement

6. Minor Debts Written Off Under Delegation

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

Rates	\$	10.46
Other	\$	5.12

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

ASSETS ACQUIRED BY TYPE

	2020/21	
	Adopted Budget \$	Actual \$
Land & Buildings	2,635,764	(3,528)
Plant & Equipment	371,556	0
Furniture & Equipment	38,000	0
Infrastructure Assets - Roads	2,567,418	756
Infrastructure Assets - Other	5,160,088	4,118
	10,772,826	1,346

ASSETS ACQUIRED BY PROGRAM

	2020/21	
	Adopted Budget \$	Actual \$
Governance	163,720	(6,123)
Law, Order & Public Safety	71,241	3,338
Health	0	0
Education and Welfare	240,822	(743)
Community Amenities	341,220	0
Recreation & Culture	4,258,089	4,118
Transport	5,543,734	756
Economic Services	154,000	0
	10,772,826	1,346

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 31st July 2020

8. DISPOSAL OF ASSETS

ASSETS DISPOSED BY TYPE

	2020/21	
	Adopted Budget \$	Actual \$
Proceeds of Sale of Assets		
Plant & Equipment	190,810	0
	190,810	0
Less Written Down Value at Disposal	168,209	0
Profit/(Loss) on Disposal	22,601	0

ASSETS DISPOSED BY PROGRAM (Profit / Loss on Disposal)

	2020/21	
	Adopted Budget \$	Actual \$
Governance	(622)	0
Community Amenities	(5,611)	0
Transport	21,320	0
Economic Services	7,514	0
	22,601	0

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 31st July 2020 is \$457,280.55

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 31st July 2021

APPENDIX A **Details of Capital Works Program - 2020/21**

Ledger Account	Proposed Works	2020/21 Original Budget	Total Cost	Land	Buildings	Plant & Equipment	Furniture & Equipment	Infrastructure Roads	Infrastructure Other
GOVERNANCE									
Other Governance									
105640	Admin Centre - Refurbishment	94,500	-6,123		-6,123				
105540	Replace Vehicle - Projects Officer	31,220	0			0			
105840	Audio Visual System (meeting streaming)	8,000	0				0		
105840	Upgrade of Shire Office Telephone System	30,000	0		0		0		
		<u>163,720</u>	<u>-6,123</u>	0	<u>-6,123</u>	0	0	0	0
LAW, ORDER AND PUBLIC SAFETY									
Fire Control									
103540	Light Tanker - Lowden BFB	0	0			0			
103840	Beelerup Fire Station	12,117	3,338		3,338				
103840	Ferndale BFB	47,922	0		0				
103840	Kirup/Brazier BFB - Ablutions, Meeting Room &	0	0		0				
Animal Control									
107940	Dog Pound Seal Flood	6,000	0		0				
Law, Order and Public Safety									
170040	SES Depot Donnybrook	5,202	0		0				0
		<u>71,241</u>	<u>3,338</u>	0	<u>3,338</u>	0	0	0	0
HEALTH									
Health Inspection and Administration									
114640	Purchase Furniture	0	0				0		
		<u>0</u>	<u>0</u>	0	0	0	0	0	0
EDUCATION AND WELFARE									
Tuia Lodge									
173840	Tuia Lodge - Install Gutter Guards to complex	15,606	0		0				
173840	Tuia Lodge - Dementia Ward	0	-8,702		-8,702				
173840	Tuia Lodge - Fire Suppression System	0	7,959		7,959				
173840	Tuia Lodge - Marri Wing Refurbishment	61,200	0		0				
173840	Tuia Lodge - Nurses Station / Admin - Refurb C	19,380	0		0				
		<u>96,186</u>	<u>-743</u>	0	<u>-743</u>	0	0	0	0
Other Welfare									
180940	Minninup Cottages - Units 5 - Interior Refurbishr	46,818	0		0				
180940	Minninup Cottages - Units 8 - Interior Refurbishr	46,818	0		0				
180940	Minninup Cottages - Units 9 - Replace Kitchen	20,400	0		0				
180940	Langley Villas - Unit 6 - Refurb Bathroom / Laun	25,500	0		0				
180940	Langley Villas - Unit 6 - Replace Floor Covering	5,100	0		0				
		<u>144,636</u>	<u>0</u>	0	0	0	0	0	0

SHIRE OF DONNYBROOK / BALINGUP
Notes to and forming part of the Financial Statements
For the Period ended 31st July 2021

APPENDIX A Details of Capital Works Program - 2020/21

Ledger Account	Proposed Works	2020/21 Original Budget	Total Cost	Land	Buildings	Plant & Equipment	Furniture & Equipment	Infrastructure Roads	Infrastructure Other
COMMUNITY AMENITIES									
Sanitation									
160140	Donnybrook Refuse Site - Closure Study	25,000	0						0
160140	Donnybrook Refuse Site - Rehab / Capping	100,000	0						0
		125,000	0	0	0	0	0	0	0
Town Planning									
122740	Replace Vehicle - Town Planner	31,220	0				0		
		31,220	0	0	0	0	0	0	0
Other Community Amenities									
109650	Public Toilets - Main Street, Donnybrook	110,000	0		0				0
109650	Public Toilets - Kirup	20,000	0		0				0
109650	Public Toilets - Balingup	40,000	0		0				0
109640	Donnybrook Cemetery Upgrades	15,000	0						0
		185,000	0	0	0	0	0	0	0
RECREATION AND CULTURE									
Other Recreation and Sport									
107140	Balingup - Install new Drinking Fountain	10,000	0						0
109840	Donnybrook - Install new Drinking Fountain	10,000	0						0
189340	Donnybrook Weir Upgrade	135,000	0						0
189240	Kirup Mill Park - Install new Drinking Fountain	10,000	0						0
189240	Kirup Mill Park - Upgrade	50,000	0						0
189140	Golden Valley Tree Park - Pathway Upgrade	80,000	0						0
112140	Balingup Oval - New Bore	150,000	0						0
126820	Playground Equipment	15,000	11						11
106940	Apple Funpark - Renewal of Equipment	7,500	0						0
101940	Apple Funpark Project	1,420,000	3,750						3,750
111840	Dbk Arboretum - Safety Fencing and Furn	22,588	0						0
111840	Street Lighting - Replacement Energy Efficiency	8,000	357						357
111840	VC Mitchell Park - New Bore	250,000	0						0
111840	Ayers Garden - New Shade / Seating	15,000	0						0
111840	Ayers Garden - Upgrade Shade / Seating	10,000	0						0
		2,193,088	4,118	0	0	0	0	0	4,118

SHIRE OF DONNYBROOK / BALINGUP
Notes to and forming part of the Financial Statements
For the Period ended 31st July 2021

APPENDIX A Details of Capital Works Program - 2020/21

Ledger Account	Proposed Works	2020/21 Original Budget	Total Cost	Land	Buildings	Plant & Equipment	Furniture & Equipment	Infrastructure Roads	Infrastructure Other
Donnybrook Recreation Centre									
189040	Equipment - Floor Scrubber	5,800	0		0	0			
172940	Refurbish Disabled Toilets	8,323	0		0				
172940	Pool Relined	81,600	0		0				
172940	Pool - New Nonslip Floor Product	15,606	0		0				
172940	Pool Plant - Renew Water Treatment Plant Cont	17,167	0		0				
172940	Pool Plant - Renew Sand Filter	20,834	0		0				
		149,330	0	0	0	0	0	0	0
Other Culture									
110940	Donnybrook Town Centre Revitalisation	1,915,671	0		0				0
		1,915,671	0	0	0	0	0	0	0
TRANSPORT									
Construction, Streets, Roads Bridges, Depots									
132000	Bridgeworks (Special Grants)	2,502,000	0						0
132100	Roadworks Construction - General	387,230	250					250	
132600	Regional Road Group Projects	1,075,188	0					0	
133000	Roads to Recovery Program	425,000	0					0	
133300	Blackspot Projects	680,000	506					506	
132400	Footpath Construction Program	205,000	0						0
		5,274,418	756	0	0	0	0	756	0
Road Plant Purchases									
135540	Replace Tip Truck - DB4550	98,607	0				0		
135540	Replace Ute - DB112 (W&S)	41,519	0				0		
135540	Replace Ute - DB117 (P&G)	25,949	0				0		
135540	Replace Ride on Mower - DB606	50,625	0				0		
135540	Replace Ride on Mower - DB898	26,987	0				0		
135540	Replace Ute - DB102 - Balingup	25,629	0				0		
		269,316	0	0	0	0	0	0	0
ECONOMIC SERVICES									
Rural Services									
182340	Donnybrook Commercial Standpipe	60,000	0						0
182340	Balingup Commercial Standpipe	60,000	0						0
		120,000	0	0	0	0	0	0	0
Building Control									
141940	Replace Bldg Surveyor Ute - DB631	34,000	0				0		
		34,000	0	0	0	0	0	0	0
TOTAL CAPITAL EXPENDITURE		10,772,826	1,346	0	-3,528	0	0	756	4,118

SHIRE OF DONNYBROOK / BALINGUP
Notes to and forming part of the Financial Statements
For the Period ended 31st July 2020

Appendix B Asset Disposal Schedule - 2020/21

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								
General Administration								
61301	Izuzu MUX - DB15	Plant & Equipment	37,173	37,795	(622)	0	0	0
			<u>37,173</u>	<u>37,795</u>	<u>(622)</u>	<u>0</u>	<u>0</u>	<u>0</u>
COMMUNITY AMENITIES								
Town Planning & Regional Development								
61298	Toyota Fortuner - DB463	Plant & Equipment	32,184	37,795	(5,611)	0	0	0
			<u>32,184</u>	<u>37,795</u>	<u>(5,611)</u>	<u>0</u>	<u>0</u>	<u>0</u>
TRANSPORT								
Road Plant Purchases								
61211	Tip Truck - DB4550	Plant and Equipment	33,741	19,721	14020	0	0	0
61274	Mitsubishi Dual Cab Ute - DB112	Plant and Equipment	18,000	20,760	(2,760)	0	0	0
61263	Mitsubishi Triton Ute - DB117	Plant and Equipment	12,795	13,493	(698)	0	0	0
61292	Kubota Tractor Mower - DB606	Plant and Equipment	15,776	10,379	5,397	0	0	0
61270	Kubota Tractor Mower - DB898	Plant and Equipment	7,088	7,266	(178)	0	0	0
61236	Ford Ranger Ute - DB102	Plant and Equipment	14,539	9,000	5,539	0	0	0
			<u>101,939</u>	<u>80,619</u>	<u>21,320</u>	<u>0</u>	<u>0</u>	<u>0</u>
ECONOMIC SERVICES								
Building Control								
61252	Mitsubishi Triton Ute - DB631	Plant and Equipment	19,514	12,000	7,514	0	0	0
			<u>19,514</u>	<u>12,000</u>	<u>7,514</u>	<u>0</u>	<u>0</u>	<u>0</u>
			<u>190,810</u>	<u>168,209</u>	<u>22,601</u>	<u>0</u>	<u>0</u>	<u>0</u>

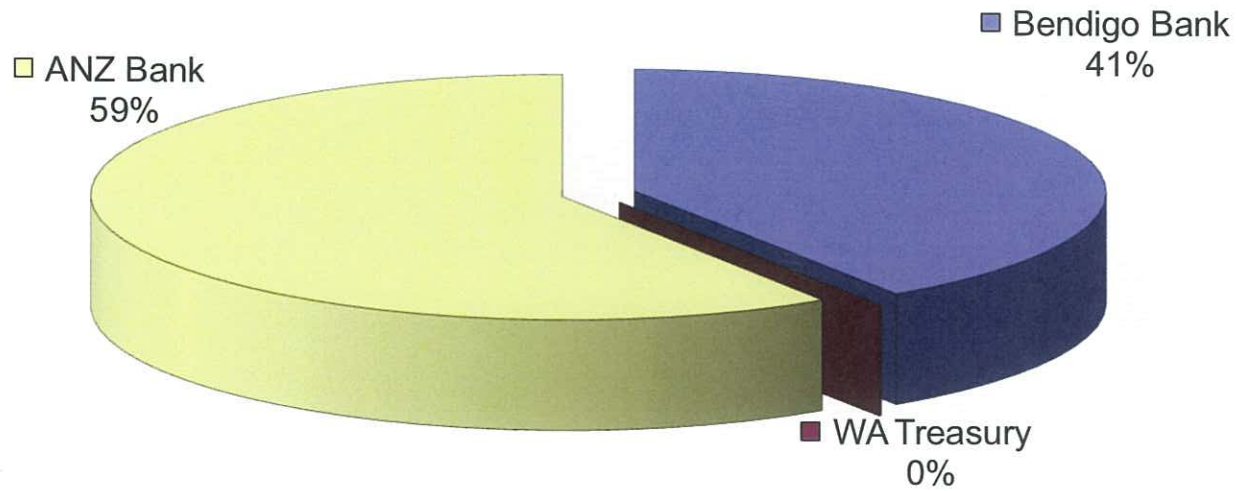
Shire of Donnybrook-Balingup
Schedule of Investments Held
For the period ended 31st July 2020

FUND	WHERE HELD	%RATE	MATURITY	OPENING	DEPOSITS	WITHDRAWALS	CLOSING
MUNICIPAL FUND							
Municipal Fund	Bendigo - 120942362	Variable	At Call	\$4,027,396.45	\$4,088,635.58	-\$1,697,864.96	\$6,418,167.07
	ANZ Bank 9116-13334	0.35%	3-Aug-2020	\$1,000,000.00	\$345.20	\$0.00	\$1,000,345.20
	WA Treasury - General	0.20%	At Call	\$14,495.94	\$2.48	\$0.00	\$14,498.42
				\$5,041,892.39	\$4,088,983.26	-\$1,697,864.96	\$7,433,010.69
TRUST FUND							
General Trust Fund	Bendigo - 120942578	Variable	At Call	\$629.70	\$0.00	\$0.00	\$629.70
Licensing Trust Fund	Bendigo - 120942446	Variable	At Call	\$0.00	\$0.00	\$0.00	\$0.00
				\$629.70	\$0.00	\$0.00	\$629.70
Roadworks Bonds	ANZ	0.60%	30-Oct-2020	\$87,588.69	\$67.55	\$0.00	\$87,656.24
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
Extractive Industry Licence	ANZ	0.60%	30-Oct-2020	\$114,349.80	\$88.20	\$0.00	\$114,438.00
Miscellaneous Investments	ANZ	0.60%	30-Oct-2020	\$10,527.41	\$8.12	\$0.00	\$10,535.53
Public Open Space Contributions	ANZ	0.60%	30-Oct-2020	\$77,104.61	\$56,749.78	\$0.00	\$133,854.39
				\$4,465,090.52	\$56,913.65	\$0.00	\$4,522,004.17
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: 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%	30-Sep-2020	\$1,469,227.62	\$0.00	\$0.00	\$1,469,227.62
Buildings	ANZ A/c: 9732-82235	0.80%	31-Oct-2020	\$853,366.12	\$270,253.67	-\$314,564.34	\$809,055.45
Land	ANZ A/c: 9732-82235	0.80%	31-Oct-2020	\$250,000.09	\$200,344.94	\$0.00	\$450,345.03
Valuation Reserve	Bendigo A/c: 2915919	0.25%	Closed	\$10,700.10	\$2.27	-\$10,702.37	\$0.00
Employee Leave & Gratuity Reserve	Bendigo A/c: 2915919	0.25%	Closed	\$213,954.58	\$45.43	-\$214,000.01	\$0.00
Roadworks Reserve Account	Bendigo A/c: 2915914	0.25%	Closed	\$791,973.43	\$168.16	-\$792,141.59	\$0.00
CBD Development Reserve	Bendigo A/c: 2915914	0.25%	Closed	\$3,053.54	\$0.65	-\$3,054.19	\$0.00
Bushfire Control & Management Reserve	Bendigo A/c: 2915921	0.25%	Closed	\$2,281.91	\$0.48	-\$2,282.39	\$0.00
Arbuthnott Reserve	Bendigo A/c: 2915921	0.25%	Closed	\$3,584.65	\$0.76	-\$3,585.41	\$0.00
Information Technology Reserve	Bendigo A/c: 2915921	0.25%	Closed	\$107,523.19	\$22.83	-\$107,546.02	\$0.00
Langley Villas & Minn Cotts Contingency Account	Bendigo A/c: 2915921	0.25%	Closed	\$12,919.22	\$2.74	-\$12,921.96	\$0.00
Town Planning Reserve	Bendigo A/c: 2915921	0.25%	Closed	\$40,051.22	\$8.50	-\$40,059.72	\$0.00
Plant Replacement Reserve	Bendigo A/c: 2915921	0.25%	Closed	\$831,274.77	\$176.51	-\$831,451.28	\$0.00
Apple Fun Park Reserve	Bendigo A/c: 2915921	0.25%	Closed	\$99,521.26	\$21.13	-\$99,542.39	\$0.00
Carried Forward Projects Reserve	Bendigo A/c: 2915919	0.25%	Closed	\$951,931.00	\$202.13	-\$952,133.13	\$0.00
Covid 19 Reserve	Bendigo A/c: 2915919	0.25%	Closed	\$185,000.00	\$39.28	-\$185,039.28	\$0.00
				\$7,009,477.22	\$471,289.48	-\$3,569,024.08	\$3,911,742.62
TOTAL CASH & INVESTMENTS				\$16,517,089.83	\$4,617,186.39	-\$5,266,889.04	\$15,867,387.18

Investments Balances

	Amount	% Exposure	Maximum Exposure Permitted	S&P Rating Short Term
Bendigo Bank	\$6,443,796.77	40.61%	75%	A -2
WA Treasury	\$14,498.42	0.09%	100%	AAA
ANZ Bank	\$9,409,091.99	59.30%	100%	A -1+
	\$15,867,387.18	100.00%		

Shire of Donnybrook - Balingup Investment Balances



**Shire of Donnybrook-Balingup
Summary of Bank Reconciliation
For the period ended 31st July 2020**

MUNICIPAL FUND

Balance as per Bank Statements	6,418,167
Investments - Muni Funds	1,014,844
Investments - Trust Bonds	4,657,593
Deposits not yet Credited	188
Less Outstanding Cheques	(9,810)
Receipts not yet processed	(3,256,592)
Outstanding Transfers from Reserve	828,420
Outstanding Transfers to Reserves	(468,060)
Outstanding Transfers to Trust	0
Outstanding Transfers from Trust	0
Cheques not Yet Processed	0
Credit Card Payments	0
Bank Adjustment	0
<i>Balance as per Cash At Bank Account</i>	<u>9,184,749</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	133,854
Plus Deposits not yet Credited	0
Less Outstanding Cheques	(608)
Less DOT EFT payment	0
Bank Adjustment	0
Outstanding Transfers	(22)
<i>Balance as per Cash At Bank Account</i>	<u>133,854</u>

RESERVE FUND

Investments	3,886,743
<i>Balance as per Cash At Bank Account</i>	<u>3,886,743</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>13,232,506</u>
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**Shire of
Donnybrook Balingup
Community Grant
Funding Scheme
Guidelines
2019 – 2020**



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.

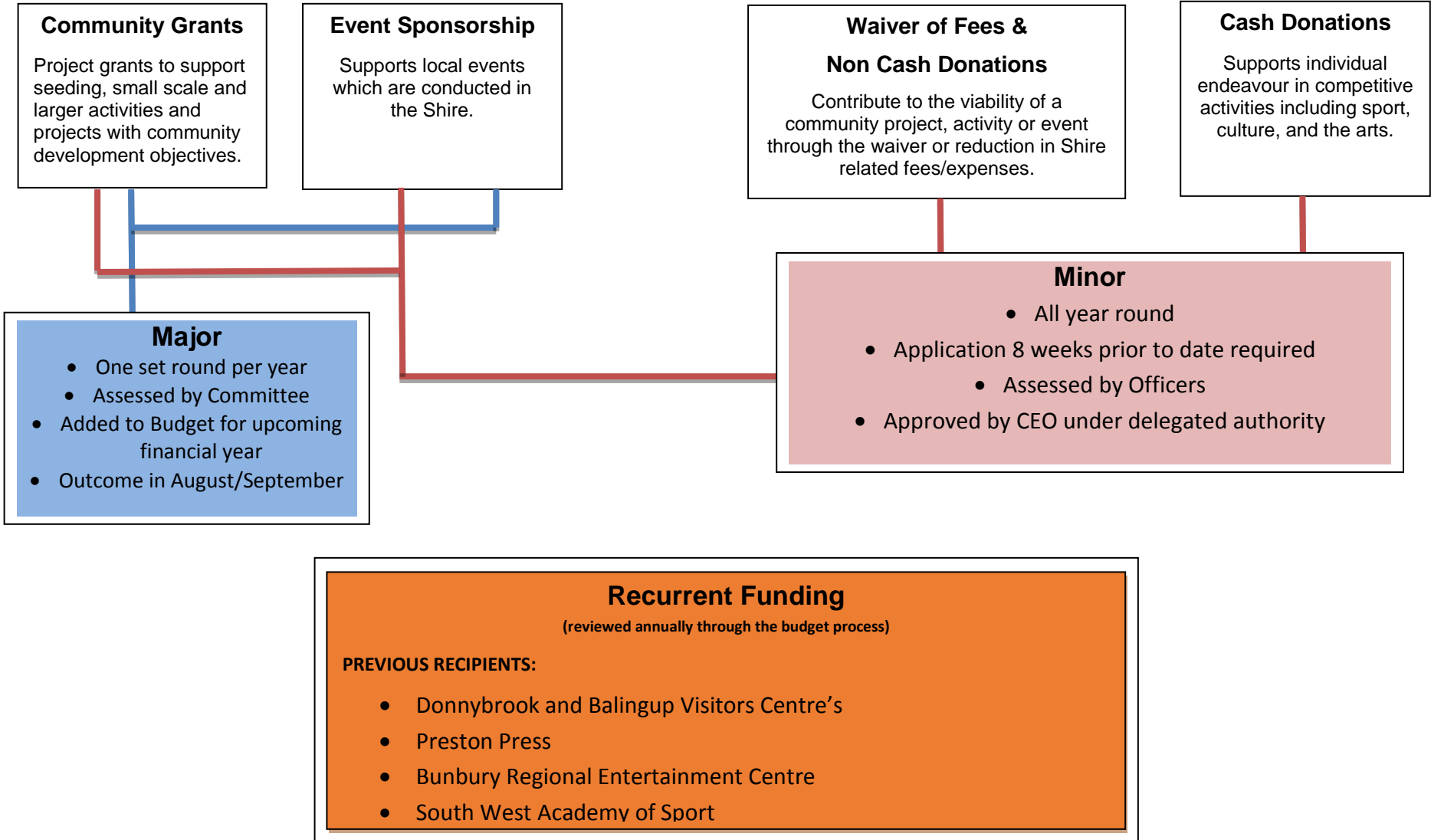
Demonstrate Accountability for the Expenditure of Public Funds

- 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 4pm on Friday 26th April 2019.

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 Recurrent Funding

In the 2018/2019 budget the following organisations received recurrent funding from the Shire of Donnybrook Balingup:

- The Donnybrook and Balingup Visitors Centre's
- Preston Press
- Bunbury Regional Entertainment Centre
- South West Academy of Sport

Recipients of recurrent funding are required to apply annually no later than 26th April 2019. 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?

These grants are available to not-for-profit organisations and community organisations and groups. Unincorporated organisations must be supported by an auspicating organisation (an incorporated organisation willing to act as an 'umbrella' organisation).

When can you apply?

Applications can be made at any time 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

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 expected benefits,
- A contribution in cash or kind from the applicant,
- Community and stakeholder support for the project,
- Demonstrated project planning, management and expertise.

Documents we need

- A completed Application Form,
- Copy of your group's current Certificate of Incorporation OR your group's auspicating bodies current Certificate of Incorporation,
- Copy of your group's insurance certificate/s of currency OR your group's auspicating bodies insurance certificate/s of currency.

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 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 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

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 event within a specified timeline,
- Events that encourage community participation and capacity building,
- 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 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 completed Shire of Donnybrook Balingup Event Fact Finding Form.

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.

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 Recurrent Funding include:
 - Donnybrook Regional Tourism Association (Donnybrook Visitors Centre - \$29,000 2017/18)
 - Balingup and Districts Tourism Association (Balingup Visitors Centre - \$29,000 2017/18)
 - Donnybrook Community Resource Centre (Preston Press - \$4,000 2017/18)
 - Bunbury Regional Entertainment Centre (\$4,000 2017/18)
 - Smart Events (\$2,000 2017/18)
 - South West Academy of Sport (\$1,000 2017/18)
 - RunAway Bus
 - Business South West

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 statements,
- A copy of the organisations most recent annual report.

**Shire of Donnybrook Balingup
Community Grant Funding Scheme 2019 – 2020**

Major Community Grant

Application

The Chief Executive Officer
Shire of Donnybrook Balingup
Cnr Bentley and Collins St
Donnybrook

Applicant Information

Group/Organisation Name	Kirup Progress Association Inc.
Main Contact Person	Derek Louw
Position	Kirup Community Garden Coordinator
Phone	(08) 9731 6834 0431 520 012
Street Address	238 Ravenscliffe Rd Kirup WA 6251
Postal Address	As Above
Email	Derek@oliviagrove.com.au
Website	NA

Project/Activity Title

Kirup Community Garden and Nursery

Grant Amount Requested

\$2,000 Grant is being sought to partially fund the removal of two old pine trees and install a child-safe boundary fence.

Project/Activity Summary

The KPA is developing a community garden to be located on the cnr of South West Highway and Station St. The ground is approximately 1,000m² in extent with excellent access via SW Highway. Previously the home of the Kirup Primary School Principal the ground is now unused, although still part of the school grounds.

The proposed site is level, cleared and serviced with water and electricity.. The KPA and Kirup Primary School Principal are working with the WA education department to frame a 10-year peppercorn lease for the space with rolling 10 year renewals. Although leases such as these can take time to finalise, we expect that agreement will be reached on the terms and conditions of the lease sometime during the current school term. In the interim we are finalising a Community Use of

School Facilities lease that will give us a 2-year tenure of the property. The interim lease will allow us to set up the property, including preparation of planting beds, ready for first transplanting this Spring. It will also provide some breathing space in case preparation of the 10-year lease takes longer than expected.

The project concept is for a collaboration between the KPA, the Kirup Primary P&C and the citizens of Kirup. The infrastructure for the community garden includes

- a small kitchen and meeting room,
- covered plant propagation area,
- shaded area for growing seedlings and plant starts
- approximately 100m of 1200mm wide growing beds.

The remainder of the site will be grassed and set aside for families to enjoy picnics and other community events such as Carols by Candlelight. The whole site will need to be fenced so that children are kept safe from traffic on SW Highway.

The community garden will be available to community members for 7 days each week. At certain agreed times (during school hours) however, it will be set aside for the school to use for various learning activities. These will include plant propagation and growing, soil regeneration, carbon sequestration, home economics, marketing of produce, sales, business management and other similar life skills. The garden will be valuable resource allowing students to learn by the application of useful life skills. The kitchen and meeting room will be made available to the Kirup community for local interest groups, children's birthdays and other similar events that can be accommodated on the site.

Sale of produce, seedlings, grafted plants and plant cuttings will occur in conjunction with the monthly Kirup Op Shop. Proceeds going to the KPA School P&C to fund their activities and projects.

The community garden project will be completed in manageable stages. New stages will not be commenced until current stages are all but complete. This will reduce the likelihood of a backlog of partially completed stages.

Stages 1 to 3 can be commenced immediately. These stages are

1. Removing two large and old pine trees
2. Removing the existing chain link mesh fence and replacing with a child-secure fence
3. Preparation of the first seedbeds

The Grant is being sought to partially fund the removal of the two pines trees. The balance will be funded from current funds and in kind.

Project/Activity Dates

Work on the stages 1 – 3 will commence during Term 2 this year.

Group/Organisation Details

- | | | |
|---|----------|----------------------------------|
| 2. Is your Group/Organisation Incorporated | Yes | Incorporating document to follow |
| 3. Does your Group have an ABN | TBA | |
| 4. Is your organisation registered for GST | TBA | |
| 5. Does your organisation have PL insurance | Not yet. | It is being arranged. |

Project/Activity Information

6. Expected benefits of the project include

1. Coordination and involvement between KPA, School P7C and the Kirup community.
2. A meeting place for local community groups
3. Activity and recreation for Kirup senior citizens
4. Teaching opportunities for the Kirup Primary School
5. Fund-raising opportunities for KPA and school P&C
6. Hosting of community events such as outdoor movies, community picnics
7. Propagating native plants for the KPA Mill Park project , the SW Highway and Kirup.
8. Plants for use within Kirup generally

7. Anticipated Number of people that will benefit

It is expected that up to 50% of the Kirup community will enjoy the Community Garden on a regular basis. Some will be actively involved in working in the garden and others will use the facilities for events, meeting place and picnics. One of the major beneficiaries will be the Kirup School that will use the garden as a specialist learning resource.

While 50% of the population is only around 100 people we will make sure that the garden is accessible by visitors and tourists to increase the numbers visiting the garden.

The number of local people using the garden will be numerically small it will be simple to take note of local visitors, to assess interest. For non-local visitors a visitor's book will be placed at the entrance to the garden and visitors will be asked to complete brief details.

8. Description of organisation and who will be involved in the project

The community garden project will be managed by a small sub-committee consisting of Derek Louw (KPA), Roger Foster (Kirup Primary School Principal) and the President of the school P&C (As elected from time-to-time). Other members from KPA, P&C and the Kirup community will be co-opted to the Community Garden sub-committee as their special skills and expertise is required.

Initially the KPA members, with some assistance from the school P&C, will carry out the bulk of the work, whatever that work entails. We expect that, as has happened with the KPA Op Shop, all work initially will be done by a small and dedicated group of KPA members. As the community sees the success of the project they will come on board. By way of example, the first Op Shop day was set up by 4 people working tirelessly. Preparation for last Saturday's Op Shop was done by 9 volunteers – a more than 100% increase in volunteers in 5 months.

9. Provide a brief summary of community and stakeholder support

We have not canvassed support widely at this time. Although we have at least 2 years of tenure of the site by the Principal's discretion, we need to have a long term rolling 10 year lease in place before committing funds and other resources. We expect this to be resolved this school term.

We have however, done informal canvassing of interest for the project and are confident of support from

- all members of the KPA and their families
- The Kirup Primary school hierarchy and staff
- WA Education Dept.
- The School P&C
- Positive response from those community members that we have spoken to, albeit informally.

Budget Information

The KPA has prepared a preliminary budget as part of the feasibility study done for the project. This preliminary budget, with the original concept plan as accepted by the KPA, are attached. The KPA is currently firming up the budget with written quotes from suppliers. The revised budget will be in a format that will reflect the staged development of the garden.

Funding Source	Cash	In-Kind	Total	Confirmed
KPA Contributions	\$5,000	\$25,000	\$30,000	\$10,000
Shire Grant	\$2,000		\$2,000	\$0
Other Sources				
Lotterywest/Healthway	\$25,000		\$25,000	\$0
WA Timbers		\$2,500	\$2,500	TBC
IGA	\$500		\$500	\$0
<u>KPA Fund-raising</u>	<u>\$2,500</u>		<u>\$2,500</u>	<u>\$2,500</u>
	\$35,000	\$27,500	\$62,500	\$12,500

The current confirmed funds will allow us to complete

1. Removal of the old pine trees
2. Erection of a child-safe boundary fence
3. Preparation and planting of approx. 25% of maximum beds

We cannot commence applications for major grants until tenure of the land is in place. We have spoken with Lotterywest Grant Approval team with positive feedback. The project is exactly the type of project that they are awarding grants. There is some minor issue with

the project being on Education Land. A long-term rolling lease should suffice to resolve this difficulty.

Some of the documentation required to be submitted with this application is not attached. The KPA Treasurer has been on holiday with her family and we have been unable to access these documents. We have an ordinary KPA meeting this Saturday and the outstanding documents will be provided over the weekend.

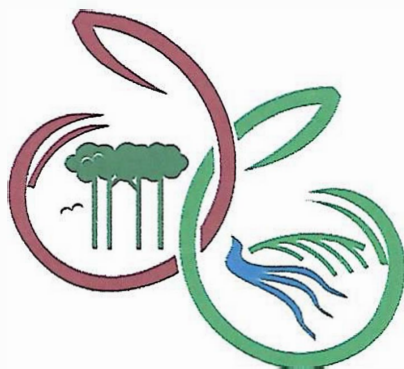
Yours sincerely

Derek Louw

(08) 9731 6834

0431 520 012

derek@oliviagrove.com.au



Shire of
Donnybrook Balingup

COMMUNITY GRANT FUNDING SCHEME

APPLICATION FOR CHANGE OF PURPOSE

ORGANISATION NAME

KIRUP PROGRESS ASSOCIATION.

PROJECT OR EVENT NAME

KIRUP SCHOOL COMMUNITY GARDEN
KIRUP MIWPAK TREE PLANTING.



If your 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 from the owner has been included.

If your 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	KIRUP PROGRESS ASSOCIATION.
Chairperson or President	ANGELA LOGUIDICE.
Organisation Postal Address	KIRUP PROGRESS ASSOCIATION, % PO KIRUP

Main Contact Person	DEREK LOUW.
Position	VICE PRESIDENT.
Email	derek@stiviaglobe.com.au.
Phone	08 9731 6834.

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 type="checkbox"/>	Established Community Group
<input type="checkbox"/>	Other - Provide details:

Does your organisation have an ABN?	<input type="checkbox"/> Yes	ABN:
	<input checked="" type="checkbox"/> No	

Is your organisation registered for GST?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
--	------------------------------	--

When was your organisation established?	± 2005.
How many members in the organisation?	24
What is the membership fee?	\$1 per year
How many paid staff in the organisation?	None.
How many volunteers in the organisation?	24

CURRENT APPROVED FUNDING DETAILS

Project Name	TREE PLANTING (1) Mill Park Kiosk		
Project description (brief)	Planting approx 40 native and exotic (autumnal colours) along the western leg of Gaults Track in Mill Park.		
Grant Amount	\$ 1500	Year grant funded	2019

VARIATION OF PURPOSE DETAILS

Project Description - CLEARLY explain what you want the funding for	
Grant will be used to establish tank and reticulation to plant approx 40 trees around the western leg of Gaults Track in Mill Park.	
Tank 4500L	\$ 900
Retic HDPE Pipe	\$ 120
Sprinklers / Drippers	\$ 100
Native Trees	\$ 65
Exotics (Liquid Amber)	\$ 220
	<u>\$ 1405.</u>

PROJECT TIMEFRAME AND BENEFITS

Project Commencement Date	SEPTEMBER 2020
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?

Development of Mill Park is a major project for the KPA and Kirup. The completed Mill Park will attract visitors to Kirup and local businesses, as well as involving expected 40 plus local residents during development. The tree planting is an early stage.

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 project is solely for the benefit of Kirup and residents. The KPA will involve the Kirup community by newsletters, social media, project boards and regular newsletters as the project proceeds.

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.

The KPA will involve the wider Kirup community but is not engaging with other associations at this stage.

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		\$ 0
2	Other cash contribution from:		\$ 0
3	Volunteer hours:	60 <small>hours @\$41.72/hour Figure based on ABS average hourly earnings estimate for volunteers, published on the Funding Centre. https://www.fundingcentre.com.au/grant/help</small>	\$ 2700
4	Other:		\$
5	TOTAL INTERNAL FUNDING (SUM 1:4)		\$ 2700
EXTERNAL FUNDING			AMOUNT
6	Shire of Donnybrook Balingup		\$ 1500
7	Funding Organisation 1:		\$ 0
8	Funding Organisation 2:		\$ 0
9	Participant Fees (if applicable)		\$ 0
10	Other:		\$ 0
11	Other:		\$ 0
12	TOTAL EXTERNAL FUNDING (SUM 6:11)		\$ 1500
13	TOTAL INCOME (5 + 12)		\$ 4200
Note: Total income (12) must be equal to total expenditure (36)			
EXPENDITURE			
PROFESSIONAL SERVICES		FUNDING ORG	AMOUNT
14	Consultant fees		\$ 0
15	Accounting & bookkeeping costs		\$ 0
16	Salaries for paid staff		\$ 0
17	Honoraria for service providers		\$ 0
18	Other		\$ 0
19	Other		\$ 0
20	TOTAL PROFESSIONAL SERVICES (SUM 14:19)		\$ 0

PROMOTIONS & ADMINISTRATION		FUNDING ORG	AMOUNT
21	Promotional Materials	Use existing	\$ 1
22	Telephone		\$ 1
23	Postage and Stationary		\$ 1
24	Photocopying		\$ 1
25	Insurance		\$ 1
26	Other		\$ 1
27	Other		\$ 1
28	TOTAL PROMOTIONAL & ADMINISTRATION EXPENSES (SUM21:27)		\$ 7
TRANSPORTATION & VENUES		FUNDING ORG	AMOUNT
29	Travel & accommodation costs		\$ 1
30	Venue Hire		\$ 1
31	Equipment hire	Freebie's from parents	\$ 1
32	Refreshments		\$ 1
33	Other		\$ 1
34	Other		\$ 1
35	TOTAL TRANSPORTATION & VENUES EXPENSES (SUM 29:34)		\$ 6
36	TOTAL EXPENDITURE (20 + 28 + 35)		\$ 13
Note: Total Income (13) must be equal to Total Expenditure (36)			

Total Cost of Project/Event (34)	\$
Amount of Concil Funding (6)	\$
Your Internal Funding (5)	\$
Contirbution from Other Sources (12 - 6)	\$

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.

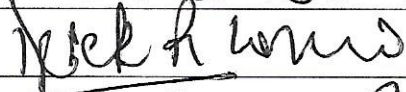
Does your organisation have Public Liability Insurance? If yes, please state the value of your current Public Liability Insurance and attach a copy of the insurance policy.

<input checked="" type="checkbox"/>	Yes	To Four Copy enclosed	Insured Amount:	\$10,000,000
<input type="checkbox"/>	No			

Only the Chairperson, President or 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	Derek Louw
Position	Vice President
Signature	
Date	11 August 2020

ADDITIONAL SUPPORTING MATERIAL CHECKLIST – WHERE APPLICABLE

<input type="checkbox"/>	Statement of Supplier (if your group does not have an ABN)
<input type="checkbox"/>	Quotes supporting your request, include those for Council services

From: [Clayton White](#)
To: [Ben Rose](#)
Cc: [Troy Jones](#)
Subject: RE: Donnybrook Community Sporting, Recreation and Entertainment Precinct
Date: Thursday, 10 September 2020 12:02:30 PM
Attachments: [image002.png](#)
[image003.png](#)
[image007.png](#)
[Financial Assistance Agreement - Donnybrook Balingup Planning of VC Mitchell Sporting Precinct.doc](#)

Hi Ben

My understanding is that there would be no obligation for the Shire to proceed with the full project if during the planning the Shire discovered something that made the project untenable. The "full project" is also yet to be defined and would be an outcome of the initial \$250,000. There would be no obligation to repay the \$250,000 if expended in full with what was agreed in the FAA.

Our understanding is that the Shire had committed up to \$3 million prior to any commitment from the State and was pursuing other funding to realise the full \$12m estimated project cost. Our understanding is that the commitment was made on the basis of the masterplan however we also understand that there is additional planning to occur that may result in changes to the masterplan.

Hope that helps. The preliminary Draft agreement is attached (scope to be determined and agreed upon) with all of our standard clauses if you wanted your legal representatives to review in light of your questions.

Regards
Clayton

From: Ben Rose <ben.rose@donnybrook.wa.gov.au>
Sent: Thursday, 10 September 2020 11:04 AM
To: Clayton White <clayton.white@dlgsc.wa.gov.au>
Subject: RE: Donnybrook Community Sporting, Recreation and Entertainment Precinct

Hi again Clayton,

I have another question/s that I need some advice on, please.

1. If the Shire accepts, say, \$250k as an early release payment, does this necessitate that the Shire is then obliged to continue with the project, including an FAA for the \$5.75m?
2. If the Shire accepts, say, \$250k as an early release payment and then decides it does not want to pursue the project, will the Shire be liable for repayment of the funds?

Please don't interpret these questions as the Shire 'balking' at the State's generous funding, I'm just seeking to cover every question/risk element in my report to Council.

Best regards, Ben.

Benjamin (Ben) Rose
Chief Executive Officer



Shire of Donnybrook Balingup

Cnr Bentley & Collins Street, Donnybrook WA 6239 – PO Box 94 Donnybrook WA 6239

T: (08) 9780 4200 **DIRECT:** (08) 9780 4202 **F:** (08) 9731 1677

E: ben.rose@donnybrook.wa.gov.au W: www.donnybrook-balingup.wa.gov.au



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THINK BEFORE YOU PRINT. PLEASE CONSIDER OUR ENVIRONMENT BEFORE YOU PRINT THIS EMAIL.

From: Clayton White <clayton.white@dlgsc.wa.gov.au>

Sent: Wednesday, 9 September 2020 1:33 PM

To: Ben Rose <ben.rose@donnybrook.wa.gov.au>; Rob Thomson <rob.thomson@dlgsc.wa.gov.au>

Cc: Troy Jones <troy.jones@dlgsc.wa.gov.au>

Subject: RE: Donnybrook Community Sporting, Recreation and Entertainment Precinct

Hi Ben

I can confirm that there is no requirement for a co-contribution to the funding that would be released for planning.

Regards

Clayton

From: Ben Rose <ben.rose@donnybrook.wa.gov.au>

Sent: Wednesday, 9 September 2020 1:13 PM

To: Clayton White <clayton.white@dlgsc.wa.gov.au>; Rob Thomson <rob.thomson@dlgsc.wa.gov.au>

Cc: Troy Jones <troy.jones@dlgsc.wa.gov.au>

Subject: RE: Donnybrook Community Sporting, Recreation and Entertainment Precinct

Hi Clayton,

I'm working on the wording internally here (as per your email below) and will be back to you soon. For the early-release funding, can you confirm that there is no Shire co-contribution required. I'm preparing a report for Council at the moment and need to provide some background on this.

Best regards, Ben.

Benjamin (Ben) Rose
Chief Executive Officer



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From: Clayton White <clayton.white@dlgsc.wa.gov.au>
Sent: Friday, 4 September 2020 2:30 PM
To: Ben Rose <ben.rose@donnybrook.wa.gov.au>; Rob Thomson <rob.thomson@dlgsc.wa.gov.au>
Cc: Troy Jones <troy.jones@dlgsc.wa.gov.au>
Subject: RE: Donnybrook Community Sporting, Recreation and Entertainment Precinct

Hi Ben

As discussed i'll start to draft a Financial Assistance Agreement up for the planning allocation if you could consider a rough outline of the scope and whether \$200,000 is the right amount.

A contribution towards the planning, design and tender documentation for the..... (we could just leave this as "VC Mitchell Sporting Precinct" or be a bit more descriptive of what you wish to investigate).

Regards
Clayton

Clayton White

Manager- Community Infrastructure

Department of Local Government, Sport and Cultural Industries
246 Vincent Street, Leederville WA 6007
Po Box 8349, Perth Business Centre, WA 6849
Telephone 08 94929816
Clayton.White@dlgsc.wa.gov.au
Web www.dlgsc.wa.gov.au

From: Ben Rose <ben.rose@donnybrook.wa.gov.au>

Sent: Friday, 4 September 2020 2:15 PM

To: Rob Thomson <rob.thomson@dlgsc.wa.gov.au>

Cc: Troy Jones <troy.jones@dlgsc.wa.gov.au>; Clayton White <clayton.white@dlgsc.wa.gov.au>

Subject: RE: Donnybrook Community Sporting, Recreation and Entertainment Precinct

Hi Rob,

Thanks for following up with the email, it is genuinely appreciated.

For simplicity, and speed (from our end), I'd prefer to execute a standalone FAA for the planning/design/tender activities.

A sum of c\$200k would give the Shire a great head-start with these activities so we can hit the market with a Request for Tender asap.

Can you advise the steps from here, please.

Best regards, Ben.

Benjamin (Ben) Rose
Chief Executive Officer



Shire of Donnybrook Balingup

Cnr Bentley & Collins Street, Donnybrook WA 6239 – PO Box 94 Donnybrook WA 6239

T: (08) 9780 4200 **DIRECT:** (08) 9780 4202 F: (08) 9731 1677

E: ben.rose@donnybrook.wa.gov.au W: www.donnybrook-balingup.wa.gov.au



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THINK BEFORE YOU PRINT. PLEASE CONSIDER OUR ENVIRONMENT BEFORE YOU PRINT THIS EMAIL.

From: Rob Thomson <rob.thomson@dlgsc.wa.gov.au>

Sent: Thursday, 3 September 2020 1:05 PM

To: Ben Rose <ben.rose@donnybrook.wa.gov.au>

Cc: Troy Jones <troy.jones@dlgsc.wa.gov.au>; Clayton White <clayton.white@dlgsc.wa.gov.au>

Subject: RE: Donnybrook Community Sporting, Recreation and Entertainment Precinct

Hi Ben

Many thanks for the email and conversation. As discussed we are happy to do a funding agreement for planning/design/tender documentation with a second funding agreement for the construction stage or a single funding agreement with an upfront payment on execution of the funding agreement provided we can include appropriate milestones. Please let us know how you would like to proceed once you've decided on the procurement methodology.

Clayton and Troy will be the day to day contacts. Clayton is likely to come down for a visit with Troy given we also have projects in Bunbury and the Shire of Capel.

Thanks

Rob Thomson
Director Infrastructure Planning and Investment
Department of Local Government, Sport and Cultural Industries
t: (08) 9492 9731
m: 0434 604 720
e: rob.thomson@dlgsc.wa.gov.au

From: Ben Rose <ben.rose@donnybrook.wa.gov.au>
Sent: Thursday, 3 September 2020 12:11 PM
To: mick.murray@mp.wa.gov.au
Cc: Troy Jones <troy.jones@dlgsc.wa.gov.au>; Rob Thomson <rob.thomson@dlgsc.wa.gov.au>; 'Nick Taylor' (<research.collie@mp.wa.gov.au>) <research.collie@mp.wa.gov.au>
Subject: Donnybrook Community Sporting, Recreation and Entertainment Precinct

Good afternoon Minister Murray (Mick),

Much thanks for taking the time yesterday to discuss local matters and projects with the Shire President and I.

During our meeting yesterday, I raised the concept of the Shire accessing an 'early release' of a small portion (say, \$200k) of the \$6m grant funding for the Donnybrook Community Sporting, Recreation and Entertainment Precinct. The objective of the early release of funds (which I understand itself will be subject to an FAA) is to expedite the preparation of Shire tender documents, including all of the many inputs required. You requested that I email you with this request – hence my email today.

My understanding is that this process (early release of partial funds) is quite commonplace and can be quickly/easily accommodated (a matter of a week or two).

With the above background in mind, can I request, please, that you pursue this important initiative in order that the Shire can expedite the project as part of the State's COVID recovery plan.

Best regards, Ben.

Benjamin (Ben) Rose
Chief Executive Officer



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

Our Ref 20/3351
Enquiries Clayton White
Phone 9492 9816
Email Clayton.white@dlgsc.wa.gov.au

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

Dear Mr Rose

WA Recovery Project- VC Mitchell Park, Donnybrook

Thank you for the Shire of Donnybrook-Balingup's (the Shire) enquiry regarding the \$6 million State Government commitment to the upgrade of VC Mitchell Park in Donnybrook. As discussed, the Department of Local Government, Sport and Cultural Industries (the department) can offer the Shire a forward allocation of the commitment to advance the planning through a Financial Assistance Agreement (FAA).

In response to the Shire's questions regarding a planning allocation, there would be no obligation for the Shire to proceed with the full project should the planning uncover issues that made the project untenable. There would also be no obligation to repay the planning allocation if expended in full with the agreed scope in the FAA.

The department's understanding of the project is that the Shire had committed in-principle funding of up to \$3 million towards the project prior to the commitment from the State and was pursuing other funding to realise the full \$12 million masterplan. The commitment was made on the basis of the masterplan, however we understand that as the planning evolves or if further funding cannot be sourced, elements of the masterplan may have to be prioritised.

Should you have any other queries regarding the draft FAA please contact me on 9492 9816.

Yours sincerely

Clayton White
Manager-Community Infrastructure

22 September 2020

246 Vincent Street Leederville WA 6007
Telephone (08) 9492 9800
Gordon Stephenson House, 140 William Street Perth WA 6000
PO Box 8349 Perth Business Centre WA 6849
Telephone (08) 6552 7300
Email info@dlgsc.wa.gov.au
Web www.dlgsc.wa.gov.au