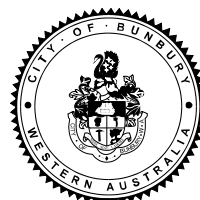




City of Bunbury Council

Notice of Meeting and Agenda 12 March 2024



CITY OF BUNBURY
4 Stephen Street
Bunbury WA 6230
Western Australia
Correspondence to:
Post Office Box 21
Bunbury WA 6231

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Acknowledgement of Country

We acknowledge the traditional owners of the land, the Noongar Wardandi people and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders past, present and emerging.

Vision

Bunbury: welcoming and full of opportunities.

Organisational Values

#WEARECOB

WE ARE COMMUNITY

We are one team
We keep each other safe
We display empathy and respect
We have fun and celebrate our successes
We work together to achieve great outcomes

WE ARE OPEN

We are open to opportunities
We actively listen and think things through
We are inclusive and treat everyone equally
We are honest and open in our communications
We are open to feedback to improve our performance

WE ARE BRAVE

We lead the change, we own it
We trust and empower each other
We have the difficult conversations early
We hold ourselves to the highest standard
We have the courage to improve and simplify

Nature of Council's Role in Decision Making

- Advocacy:** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive/Strategic:** The substantial direction setting and oversight role of the Council, e.g. adopting plans and reports, accepting tenders, setting and amending budgets.
- Legislative:** Includes adopting local laws, town planning schemes and policies.
- Quasi-Judicial:** When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.
- Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.
- Information Purposes:** Includes items provided to Council for information purposes only which do not require direction from Council (that is for 'noting').

City of Bunbury Council Notice of Meeting

The next Ordinary Meeting of the City of Bunbury Council will be held in the Council Chambers, City of Bunbury Administration Building, 4 Stephen Street, Bunbury on Tuesday, 12 March 2024 at 5.30pm.



Alan Ferris
Chief Executive Officer
(Date of Issue: 7 March 2024)

Agenda

12 March 2024

Note: The recommendations contained in this document are not final and are subject to adoption, amendment (or otherwise) at the meeting.

Council Members:

Mayor Jaysen de San Miguel
Deputy Mayor Tresslyn Smith
Councillor Ben Andrew
Councillor Gabi Ghasseb
Councillor Parthasarathy Ramesh
Councillor Michelle Steck
Councillor Cheryl Kozisek
Councillor Marina Quain
Councillor Karen Steele
Councillor Karen Turner
Councillor Todd Brown

1. Declaration of Opening / Announcements of Visitors

2. Disclaimer

The City of Bunbury accepts no responsibility for any act, omission, statement or intimation that occurs during Council Briefings or Council Meetings. The City refuses liability for any loss caused arising out of reliance by any person or legal entity on any such act, omission, statement or intimation occurring during Council Briefings or Council Meetings. Any person or legal entity acting or failing to act in reliance upon any statement, act or omission made during a Council Briefing or Council Meeting does so at their own risk.

Please note the recommendations contained in this document are not final and are subject to adoption, amendment (or otherwise) at the meeting.

Any statement or intimation of approval regarding any planning or development application made during a Council Briefing or Council Meeting is not to be taken as notice of approval from the City. The City advises that anyone who has an application lodged with the City must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attached to the decision made by Council regarding the application.

Copyright

Any plans or documents contained within this Agenda and any associated Appendices are Copyright of the City of Bunbury. The content is protected by Australian and International copyright trademark. Content must not be modified or reproduced without written authorisation of the City of Bunbury.

Recording and Webstreaming of Meetings

- All Ordinary and Special Council Meetings are electronically recorded except when Council resolves to go behind closed doors
- All recordings are retained as part of the City's records in accordance with the General Disposal Authority for Local Government Records produced by the Public Records Office
- The live stream can be accessed at <http://www.bunbury.wa.gov.au/Pages/Live-Stream.aspx>
- Recordings can be accessed at <http://www.bunbury.wa.gov.au/Pages/Council-Meeting-Videos-2022.aspx>
- Images of the public gallery are not included in the streaming, however the voices of people in attendance may be captured and streamed.
- If you have any issues or concerns regarding the live streaming and recording of meetings, please contact the City's Governance Officer on 9792 7000.

3. Announcements from the Presiding Member

4. Attendance

4.1 Apologies

4.2 Approved Leave of Absence

4.3 Attendance at Previous Meetings

*Data begins from 1 July 2023.

Meeting type	Mayor Miguel	Deputy Mayor Smith	Cr Andrew	Cr Brown	Cr Ghasseb	Cr Kozisek	Cr Quain	Cr Ramesh	Cr Steck	Cr Steele	Cr Turner
Ordinary Council Meeting	9/10	10/10	10/10	5/5	10/10	9/10	9/10	5/5	9/10	9/10	10/10
Special Council Meeting	5/5	5/5	5/5	1/1	4/5	5/5	5/5	1/1	4/5	5/5	5/5
Agenda Briefing	9/11	10/11	11/11	5/6	8/11	10/11	10/11	6/6	8/11	9/10	11/11
Audit Committee	2/2	N/A	1/1	N/A	1/1	1/1	1/1	N/A	1/1	N/A	N/A
Bunbury Events Advisory Committee	N/A	N/A	N/A	N/A	N/A	N/A	1/1	N/A	1/1	N/A	1/1
CEO Performance Review Committee	1/1	N/A	N/A	N/A	0/1	1/1	1/1	N/A	0/1	0/1	N/A
Disability Access and Inclusion Committee	N/A	N/A	1/1	N/A	0/1	N/A	N/A	N/A	N/A	N/A	1/1
Heritage Advisory Committee	N/A	1/1	N/A	N/A	N/A	1/1	1/1	N/A	N/A	N/A	N/A
International Relations Committee	N/A	1/1	N/A	N/A	0/1	N/A	N/A	N/A	N/A	N/A	N/A
Policy Review and Development Committee	N/A	2/2	N/A	N/A	1/1	1/2	2/2	N/A	N/A	2/2	N/A
Youth Advisory Council Committee	N/A	N/A	N/A	N/A	N/A	N/A	1/1	N/A	N/A	N/A	N/A

5. Declaration of Interest

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

Section 5.60A: “a person has a **financial interest** in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.”

Section 5.60B: “a person has a **proximity interest** in a matter if the matter concerns –

- (a) a proposed change to a planning scheme affecting land that adjoins the person’s land; or
- (b) a proposed change to the zoning or use of land that adjoins the person’s land; or
- (c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person’s land.”

Regulation 34C (Impartiality): “**interest** means an interest that could, or could reasonably be perceived to, adversely affect the **impartiality** of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.”



Declaration of Interest Form

Sections 5.65, 5.66, 5.67 & 5.68 Local Government Act 1995

This form is for use at meetings of the City of Bunbury Council its Advisory Committees and Working Groups.

Directions:

1. Complete this form and give it to the Presiding Member or an officer at the meeting before the meeting commences.
2. If required, leave the meeting when the agenda item in which you have an interest is discussed
3. The Presiding Member will call you back into the meeting at the conclusion of the discussion, debate and vote on the item.

Discloser's Name:					
Discloser's Title:		<input type="checkbox"/> Mayor <input type="checkbox"/> Councillor <input type="checkbox"/> Committee Member (where not an elected councillor or City employee) <input type="checkbox"/> City of Bunbury Employee - <i>please state your position title below:</i>				
Name & Date of Meeting:		Type of Meeting (tick one) <input type="checkbox"/> Council Meeting (this will also apply to any corresponding agenda briefing session) <input type="checkbox"/> Committee of Council: (insert name of Committee below)		Date of Ordinary Council Meeting:/...../..... Date of Committee Meeting:/...../.....		
Insert the heading (or title) of the agenda report in which you wish to disclose an interest AND state the type of interest (please tick one of the boxes in Part A or Part B)		Part A (Financial Interest/Proximity Interest) If you consider your interest (Part A) to be trivial you can request to stay and participate in the discussion and vote on the matter. For your request to be considered, you must complete Part C of this form and disclose the full extent of your interest. You will be required to leave the room while your request is put to the vote, and if the meeting agrees with your request you will be called back in.				
		Part B – Impartiality Interest Disclosing an Impartiality Interest (Part B) does not prevent you from participating in the discussion and voting on the matter. Your interest will be recorded in the minutes of the meeting. (Clause 22 Local Government (Model Code of Conduct) Regulations 2021 refers)				
		Item No.	Agenda Title	Part A Fin	Part B Prox	Part C Imp
State the Nature of Your Interest – if you have ticked Part C above outline why you consider your interest to be trivial/insignificant		Item No.	Nature of Interest/Reason for Interest to be Trivial			
					
					
					
Signature:					

6. Public Question Time

In accordance with Reg. 7(4)(a) of the Local Government (Administration) Regulations 1996, members of the public in attendance at the meeting may stand, state aloud their name and address, and ask a question in relation to any matter over which the municipality of Bunbury has jurisdiction or involvement.

In accordance with Standing Order 6.7(3)(a) a person wishing to ask a question, must complete a question form which is provided in the trays at the back of the public gallery and on the City's website. The completed form must include your name and address and contain no more than three (3) questions. If your question requires research or cannot be answered at the meeting, it will be taken on notice and you will receive a written response and a summary of your question (and any responses provided) will be printed in the minutes of the meeting.

6.1 Public Question Time

6.2 Responses to Public Questions Taken 'On Notice'

Nil

7. Confirmation of Previous Minutes and other Meetings under Clause 19.1

7.1 Minutes

7.1.1 Minutes – Ordinary Council Meeting

The minutes of the Ordinary meeting of the City of Bunbury Council held 20 February 2024 have been circulated.

Recommendation

The minutes of the Ordinary meeting of the City of Bunbury Council held 20 February 2024 be confirmed as a true and accurate record.

Voting Requirement: Simple Majority Required

7.1.2 Minutes – Council Advisory Committees

Applicant/Proponent:	Internal Report
Author:	Various
Executive:	Alan Ferris, Chief Executive Officer
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Information Purposes <input type="checkbox"/> Legislative
Attachments:	Appendix 7.1.2-A: Audit Committee Minutes Appendix 7.1.2-B: Policy Review and Development Committee Minutes

Summary

The following Advisory Committee Meetings was held, and the minutes are presented for noting:

1. Title: Audit Committee Minutes
Author: Greg Golinski, Manager Governance
Appendix: 7.1.2-A
2. Title: Policy Review and Development Committee Minutes
Author: Maureen Keegan, Senior Governance
Appendix: 7.1.2-B

Council Committee Recommendation

The following Advisory Committee meeting minutes listed in the report be accepted and noted:

1. Audit Committee Minutes – 27 February 2024
2. Policy Review and Development Committee Minutes – 28 February 2024

Voting Requirement: Simple Majority



Audit Committee

Minutes

27 February 2024

City of Bunbury
4 Stephen Street
Bunbury WA 6230
Western Australia
Correspondence to:
Post Office Box 21
Bunbury WA 6231



Audit Committee Terms of Reference

The duties and responsibilities of the committee will be:

- a) *Provide guidance and assistance to Council as to the carrying out the functions of the local government in relation to audits and matters related to financial management;*
- b) *Meet with the auditor once in each year and provide a report to Council on the matters discussed and outcome of those discussions;*
- c) *Liaise with the CEO to ensure that the local government does everything in its power to:*
 - *assist the auditor to conduct the audit and carry out his or her other duties under the Local Government Act 1995; and*
 - *ensure that audits are conducted successfully and expeditiously;*
- d) *Examine the reports of the auditor after receiving a report from the CEO on the matters to:*
 - *determine if any matters raised require action to be taken by the local government; and*
 - *oversee the implementation of any action so determined in respect of those matters;*
- e) *Review the report prepared by the CEO on any actions taken in respect of any matters raised in the report of the auditor and presenting the report to Council for adoption prior to the end of the next financial year or 6 months after the last report prepared by the auditor is received, whichever is the latest in time;*
- f) *Review the scope of the internal audit plan and program and its effectiveness;*
- g) *Review the appropriateness of special internal audit assignments undertaken by internal audit at the request of Council or the CEO;*
- h) *Review the level of resources allocated to internal audit and the scope of its authority;*
- i) *Review reports of internal audits, monitor the implementation of recommendations made by the audit and review the extent to which Council and management reacts to matters raised;*
- j) *Facilitate liaison between the internal and external auditor to promote compatibility, to the extent appropriate, between their audit programs;*
- k) *Review the local government's draft annual financial report, focusing on:*
 - *accounting policies and practices;*
 - *changes to accounting policies and practices;*
 - *the process used in making significant accounting estimates;*
 - *significant adjustments to the financial report (if any) arising from the audit process;*
 - *compliance with accounting standards and other reporting requirements; and*
 - *significant variances from prior years;*
- l) *Consider and recommend adoption of the annual financial report to Council. Review any significant changes that may arise subsequent to any such recommendation but before the annual financial report is signed;*
- m) *Address issues brought to the attention of the committee, including responding to requests from Council for advice that are within the parameters of the committee's terms of reference;*
- n) *Seek information or obtain expert advice through the CEO on matters of concern within the scope of the committee's terms of reference following authorisation from the Council;*
- o) *Review the annual Compliance Audit Return and report to the council the results of that review,*
- p) *Having regard to the culture and capability of the organisation, consider the CEO's reviews of the appropriateness and effectiveness of the local government's systems and procedures in regard to risk management, internal control and legislative compliance, required to be provided to the committee, and report to the council the results of those reviews;*
- q) *Monitor and advise the CEO when the CEO is carrying out functions in relation to a review of the appropriateness and effectiveness of the local government's systems and procedures in regard to risk management, internal control and legislative compliance;*
- r) *Oversee the implementation of any action required following receipt of the review of the appropriateness and effectiveness of the local government's systems and procedures in regard to risk management, internal control and legislative compliance;*
- s) *Monitor and advise the CEO when the CEO is carrying out functions in relation to a review of the appropriateness and effectiveness of the financial management systems and procedures;*
- t) *Oversee the implementation of any action required following receipt of a review of the appropriateness and effectiveness of the financial management systems and procedures.*

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Acknowledgement of Country

We acknowledge the traditional owners of the land, the Noongar Wardandi people and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal community and their cultures; and to Elders past, present and emerging.

Minutes – Audit Committee 27 February 2024

Members of the public to note that recommendations made by this committee are not final and will be subject to adoption (or otherwise) at a future meeting of the Bunbury City Council.

1. Declaration of Opening

Cr Ghasseb declared the meeting open at 10am welcoming those in attendance and acknowledging the traditional owners of the land, the Noongar Wardandi people and their continuing connection to the land, waters and community. He paid his respects to all members of the Aboriginal community and their cultures; and to Elders past, present and emerging.

Cr Ghasseb also noted that Cr Steck was joining the meeting via telephone as approved by the Mayor in accordance with regulation 14C of the Local Government Administration Regulations.

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

Nil

4. Attendances

Committee Members:

Member Name	Representing
Mayor Jaysen Miguel	City of Bunbury
Cr Gabi Ghasseb (Presiding Member)	City of Bunbury
Cr Marina Quain	City of Bunbury
Cr Michelle Steck (via telephone)	City of Bunbury
Mr John Barratt	Independent Member
Mr Stuart Eaton	Independent Member

Support Staff/Visitors:

Name	Title
Mr Greg Golinski	Manager Governance
Mr Alan Ferris	Chief Executive Officer
Mrs Karin Strachan	Director Strategy and Organisational Performance
Mr Jordan Hunt	Team Leader Integrated Planning and Reporting
Mr Elijah Glass	Manager Information Services
Mrs Maureen Keegan	Senior Governance Officer
Mr David Ransom	Manager Finance

4.1 Apologies

Nil

4.2 Approved Leave of Absence

Nil

5. Declaration of Interest

IMPORTANT: Committee members to complete a “Disclosure of Interest” form for each item on the agenda in which they wish to disclose a financial/proximity/impartiality interest. They should give the form to the Presiding Member before the meeting commences. After the meeting, the form is to be forwarded to the Administration Services Section for inclusion in the Corporate Financial Disclosures Register.

Nil

6. Public Question Time

Not applicable to this committee.

7. Confirmation of Minutes

Committee Decision: Moved: Mayor Miguel Seconded: Cr Steck

The minutes of the Audit Committee Meeting held on 29 November 2023 are confirmed as a true and accurate record.

CARRIED

8. Presentations

Nil

9. Method of Dealing with Agenda Business

Items were dealt with in the order they appeared in the agenda.

10. Reports

10.1 Employee Leave Balances

File Ref:	COB/6329
Applicant/Proponent:	Internal
Responsible Officer:	Odetta Robertson, Manager People and Safety Greg Golinski Manager Governance
Responsible Manager:	Odetta Robertson, Manager People and Safety Greg Golinski, Manager Governance
Executive:	Alan Ferris, Chief Executive Officer Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input checked="" type="checkbox"/> Legislative
Attachments:	Confidential Appendix 10.1: Annual Leave Report

Summary

The purpose of this report is to provide the Audit Committee (the Committee) with information relating to Annual Leave accruals for City staff.

Executive Recommendation

That the Audit Committee note the information provided within this report.

Voting Requirements: Simple Majority

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Objective 13	A leading local government
Objective 13.1	Provide strong, accountable leadership and governance

Regional Impact Statement

N/A

Background

The CEO has previously been requested by the Committee to provide a recurring report concerning accrued staff leave. This was requested on the basis of the risk presented to the City in carrying excessive leave liabilities.

This report fulfils this requirement and is provided bi-annually as at 30 June and 31 December each year.

Council Policy Compliance

There are no Council policies relating to this report.

Legislative Compliance

N/A

Officer Comments

The attached report (Confidential Appendix 10.1) detail the City's leave liabilities as at 30 December 2023, as well as trend data for earlier periods.

Note that the figures represent liabilities in excess of annual entitlements (4 or 5 weeks depending on the Officer) and also liabilities in excess of 8 weeks, which is defined by Fair Work Australia as being "excessive".

Analysis of Financial and Budget Implications

Nil

Community Consultation

N/A

Elected Member/Officer Consultation

This matter is presented to the Committee for information and discussion.

Timeline: Council Decision Implementation

N/A, this matter is presented to the Committee for information only.

OUTCOME OF MEETING – 27 February 2024

The recommendation as printed was moved by Mr Eaton and seconded by Cr Steck.

During questions and debate in relation to this matter, it was noted that the CEO would prepare a report to the next meeting of the Committee detailing the city's strategies and approach around how excess annual leave is managed.

Cr Ghasseb put the motion to the vote and it was carried unanimously as follows:

That the Audit Committee note the information provided within this report.

10.2 2023 Compliance Audit Return

File Ref:	COB/6329
Applicant/Proponent:	Internal
Responsible Officer:	Maureen Keegan, Senior Governance Officer
Responsible Manager:	Greg Golinski, Manager Governance
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input checked="" type="checkbox"/> Legislative
Attachments:	Appendix 10.2: Compliance Audit Return

Summary

The purpose of this report is for Council to consider the Statutory Compliance Audit Return (the Return) for the calendar year 1 January to 31 December 2023.

Executive Recommendation

That the Audit Committee recommend that Council adopt the Statutory Compliance Audit Return for the City of Bunbury for the period 1 January to 31 December 2023.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.1	Provide strong accountable leadership and governance

Regional Impact Statement

Not applicable

Background

Each year the Department of Local Government, Sport and Cultural Industries requires local governments to conduct an annual assessment of their compliance with key components of the *Local Government Act 1995* (the Act) and associated Regulations. The 2023 Return is to be provided to the Department by 31 March 2024.

Council Policy Compliance

There is no current Council Policy relevant to this item.

Legislative Compliance

Completion of the statutory Compliance Audit Return is a requirement under the provisions of section 7.13(1)(i) of the *Local Government Act 1995* and regulations 13 and 14 of the *Local Government (Audit) Regulations 1996*.

Officer Comments

Mangers and Officers are provided with copies of the relevant sections of the Return for assessment and completion. The final Return is then compiled on-line using the information provided. Any comments where appropriate are included in the Return to assist in either validating compliance or explaining non-compliance.

There were zero non-compliance identified for the 2023 period.

Analysis of Financial and Budget Implications

Nil

Community Consultation

Not applicable

Councillor/Officer Consultation

Relevant Officers and the Executive Leadership Team have been consulted in relation to the completion of the 2023, which is now presented to the Audit Committee for consideration.

Applicant Consultation

Not applicable

Timeline: Council Decision Implementation

Submission of the Return to the Department of Local Government, Sport and Cultural Industries by the 31 March 2024.

OUTCOME OF MEETING – 27 February 2024

The recommendation as printed was moved by Mr Eaton and seconded by Mr Barratt.

The Committee noted zero non-compliance as detailed within the Compliance Audit Return.

Cr Ghasseb put the motion to the vote and it was carried unanimously as follows:

That the Audit Committee recommend that Council adopt the Statutory Compliance Audit Return for the City of Bunbury for the period 1 January to 31 December 2023.

Risk Management Council Policy
 Risk Management Framework

Legislative Compliance

The Enterprise Risk Management service is developed in the context of Regulation 17 of the *Local Government (Audit) Regulations 1996*.

Officer Comments

Progress against the City’s Service Design and Improvement action plan is detailed below:

Phase	Key Deliverables	Timeframe	Status
Phase 1: Establishment of the Enterprise Risk Management service	Development of Framework and Operational Risk Register, identification of Risk Owners, development of Risk Reporting Template (ELT), identification of Risk Team requirements (training, space).	March '23 - Jun '23	Completed (Ongoing review and refinement of framework, registers and reporting occurring to suit Pulse solution)
Phase 2: Establishment of the organisational risk approach	Development of process maps, trigger maps, Escalation Framework, and organisational tools & templates.	Jul '23 - Sept '23	In progress (Ongoing development, review and refinement of tools and templates occurring to suit Pulse solution)
Phase 3: Prepare for the implementation of Pulse Software	Identification of user needs, requirements and training, input of system information and update processes in line with software.	Oct '23 - Dec '23	In progress (Solution design workshop completed. Data input in progress for initial upload into test environment)
Phase 4: Embedding of Enterprise Risk service and Pulse Software	Internal communications plan and engagement to effectively initiate the embedding of the Enterprise Risk Management service within the organisation.	Jan '24 - Jun '24 (Dependant on Pulse Software Scoping)	Not started (The City has established its Risk Board which will be the catalyst for internal communications and engagement. Engagement with the remainder of the organisation to occur upon the completion of the Pulse software development which is expected for March 2024)

Phase	Key Deliverables	Timeframe	Status
Phase 5: Establishment of Control Assurance Program (BAU)	Schedule, engagement plan and approach for continual improvement of risk controls	Jul '24 - Dec '24	Not started

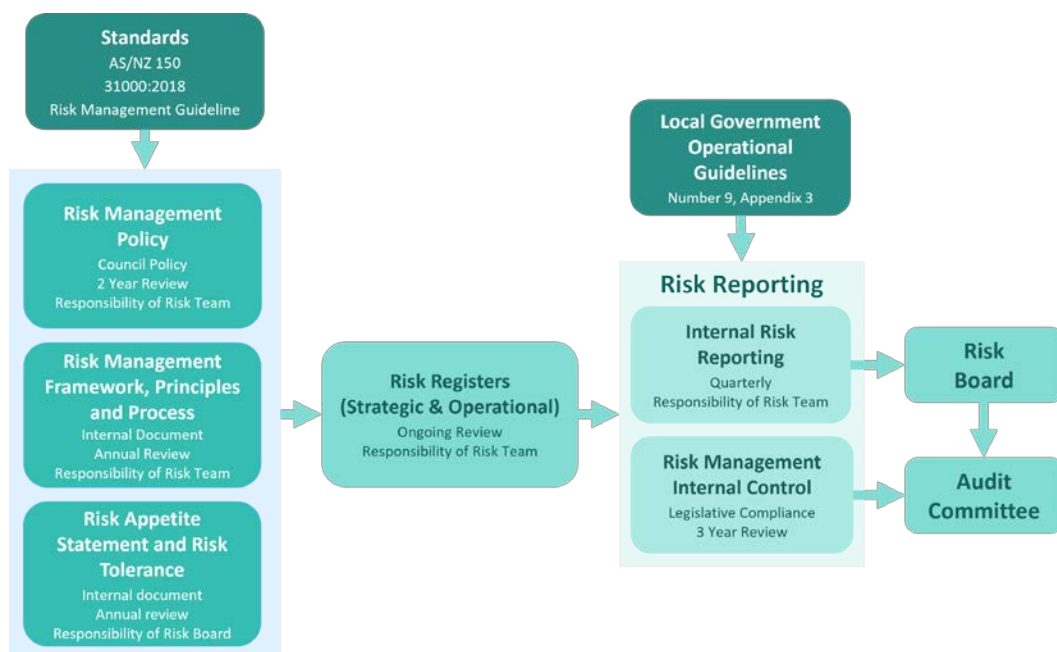
Phase 1 and 2 Update:

Phase 1 and 2 of the Service Design and Improvement action plan is centred around the development of the foundational components of effective and sustainable risk management practices. Two key elements required in achieving this are the establishment of a Risk Board and the development of a clear Risk Appetite Statement.

The creation of the City's Risk Board is an important step in elevating the governance structure for risk management. The Risk Board is comprised of the Executive Leadership Team and key stakeholders from various departments. The Risk Board fosters collaboration, transparency, and accountability in decision-making related to risk management. This body plays a crucial role in overseeing the implementation of risk management strategies and ensuring alignment with organisational objectives.

As depicted in the diagram below the Risk Board meets on a quarterly basis ahead of Audit Committee meetings. The Board receives risk reports prepared by the risk team which highlight, among other important information, the status of the City's performance against its risk tolerance measures as well as specific risks whose ratings have moved beyond acceptable levels. The information provided allows the Board to determine appropriate mitigating actions to implement.

The results from the Risk Board and its corresponding reports will be shared during the subsequent Audit Committee Policy meeting and included in the Audit Committee report to Council.



An important role of the Risk Board is to establish a clear risk appetite for the Organisation by way of a Risk Appetite Statement. A review of the City’s Risk Appetite Statement is in progress to ensure that it accurately reflects the City's tolerance for risk to provide a foundation for informed decision-making and resource allocation.

The intention of the updated Risk Appetite Statement is to not only provide clear guidance of the City’s tolerance to risks of a particular risk category but to also determine clear tolerance measures that allow the City to monitor how effectively it is applying the guidance. The example below is still under review, however, demonstrates the intended structure of the Risk Appetite Statement.

Risk Category	Context	Risk Appetite Rating	Risk Tolerance Statements	Risk Tolerance Measures			
			<i>Behaviours in line with guidance</i>	<i>Metric</i>	<i>Tolerable Range</i>	<i>Actual</i>	<i>Status</i>
People / Organisation	We support a safe and healthy workforce that treats everyone fairly. Council has minimal appetite for work practices, actions or inactions that compromise the wellbeing and safety of people including staff, contractors, volunteers, and community.	Low	<ul style="list-style-type: none"> Invest in continuous learning and development programs to ensure employees are equipped with the necessary skills and knowledge to perform their roles effectively. Establish a strong leadership and culture framework that promotes accountability and responsibility. Embrace diversity and inclusion initiatives, recognising the value of different perspectives and backgrounds. Implement a robust performance management system that sets clear expectations, provides regular feedback, and addresses underperformance promptly. 	Staff Turnover Lost Time Injuries Workers Compensation Claims OCI Survey	15 – 18%		

Phase 3 Update:

Substantial progress has been made in the development of the Pulse Risk Management software system, a platform designed to enhance the City's risk identification, assessment, and mitigation capabilities. The system facilitates real-time monitoring, reporting, and analysis of risks, ensuring a proactive and data-driven approach to risk management. The team has completed the solution design phase of the project and is in the process of gathering the appropriate data for the initial upload into the test environment.

As a result of the Pulse solution design work being undertaken and the development of the City’s Opportunity and Risk Matrix, the team has conducted a thorough review of the strategic and operational risk registers to ensure they are structured in such a way that the Pulse product best supports their use. The review has involved reassessing existing risks considering recent organisational change and the outcomes of the Opportunity and Risk Matrix. The review focussed on simplifying the language in the register and its structure to help foster clear accountability and buy-in from staff. This analysis ensures that risk registers remain up-to-date and relevant, enabling the City to proactively address potential threats and capitalise on opportunities.

The organisation has made commendable progress towards embedding Risk Management as a service within its operations. The integration of the Pulse Risk Management software system, alignment of the risk appetite statement, review of risk registers, and establishment of the Risk Board contribute to a sustainable and proactive approach to enterprise risk management.

With the foundations of effective risk monitoring established and the Pulse system soon to be deployed, the intention is for future iterations of this report to be structured in a way that facilitates the Audit Committee in performing its oversight role. The report will provide the relevant information

for the Audit Committee to ensure risks are identified, assessed, and managed appropriately to safeguard the organisation’s interests.

Analysis of Financial and Budget Implications

Nil

Community Consultation

Nil

Elected Member/Officer Consultation

This matter is presented to Council by the Audit Committee for consideration.

Applicant Consultation

N/A

Timeline: Council Decision Implementation

Not applicable

OUTCOME OF MEETING – 27 February 2024

The recommendation as printed was moved by Mr Eaton and seconded by Mayor Miguel.

General discussion took place in relation to this item, particularly around the implications of Artificial Intelligence (AI) on the city’s operations in future. It was noted that risks relating to AI will be captured as part of the implementation of the City’s risk management framework.

Cr Ghasseb put the motion to the vote and it was carried unanimously as follows:

That the Audit Committee note the information provided within this report.

The ASD Essential 8 identifies four levels of maturity commencing with level zero. Organisations are required to identify and plan for a target maturity level suitable for their operating environment, then progressively proceed with implementing actions until that target is achieved.

Each maturity level outlines key mitigation strategies that organisations should implement. Maturity level one starts with basic mitigation strategies, such as enabling macro antivirus scanning across your Microsoft Office environment. In contrast, maturity level three involves more complex strategies, like protecting unauthorised modification and deletion for multi-factor authentication event logs. The attached report (Appendix 10.4) outlines recent and ongoing efforts in cyber security in the City's efforts at achieving level 1 of the ADS Essential 8, including an updated high level risk assessment.

Analysis of Financial and Budget Implications

Nil

Community Consultation

N/A

Councillor/Officer Consultation

This matter is presented to the Audit Committee for information.

Applicant Consultation

N/A

Timeline: Council Decision Implementation

N/A

OUTCOME OF MEETING – 27 February 2024

The recommendation as printed was moved by Mr Barratt and seconded by Mayor Miguel.

Cr Ghasseb put the motion to the vote and it was carried unanimously as follows:

That the Audit Committee notes that the City will continue to work towards achieving level 1 maturity based on the Australian Signals Directorate (ASD) Essential 8 criteria as currently directed by the Western Australia Office of Digital Government.

11. Questions from Members

11.1 Response to Previous Questions from Members taken on Notice

Nil

11.2 Questions from Members

Nil

12. Urgent Business

Nil

13. Date of Next Meeting

TBC pending the timing of the interim (external) audit being completed, likely late June/early July 2024

14. Close of Meeting

The Presiding Member closed the meeting at 10.35am.

Confirmed on _____ 2024 as a true and accurate record of proceedings of the Audit Committee meeting held on 27 February 2024.

Cr Gabi Ghasseb, Chair



Policy Review and Development Committee

Minutes

28 February 2024

Committee Terms of Reference

- 1** *To review all existing Bunbury City Council policies within a two year period, in line with the local government election cycle and facilitate the development of new policies for consideration by Council on an ongoing basis.*
- 2** *To make recommendations to Council on matters of policy, policy and local law review and policy and local law development.*
- 3** *To explore opportunities that promote policy development in all areas that are within Council's jurisdiction.*
- 4** *To allow any draft policy developed and fully considered by another Advisory Committee of Council to be referred directly to Council for consideration.*
- 5** *To provide Bunbury City Councillors with assistance and support to develop new Council policies.*

City of Bunbury
4 Stephen Street
Bunbury WA 6230
Western Australia
Correspondence to:
Post Office Box 21
Bunbury WA 6231

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1. Declaration of Opening

Cr Quain declared the meeting open at 10:03am.

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

The Chairperson acknowledged the traditional owners of the land, the Noongar Wardandi people and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal community and their cultures; and to Elders past, present and emerging.

4. Attendances

Committee Members:

Member Name	Representing
Cr Marina Quain (Presiding Member)	City of Bunbury
Cr Gabi Ghasseb	City of Bunbury
Cr Karen Steele	City of Bunbury
Cr Cheryl Kozisek	City of Bunbury
Cr Tresslyn Smith	City of Bunbury

Ex-officio Members (non-voting):

Member Name	Representing
Mrs Karin Strachan	Director Strategy and Organisational Performance

Support Staff:

Name	Title
Mr Greg Golinski	Manager Governance
Mrs Maureen Keegan	Senior Governance Officer
Mr David Ransom	Manager Finance
Mr David Russell (from 10:16am)	Acting Director Sustainable Communities

Visitor/Observer

Name	Title
Cr Michelle Steck (from 10:18am)	Councillor City of Bunbury

4.1 Apologies

Mr Alan Ferris - Chief Executive Officer

4.2 Approved Leave of Absence

Nil

5. Declaration of Interest

Nil

6. Confirmation of Minutes

Committee Decision: Moved Cr Steele Seconded Cr Kozisek

The minutes of the Policy Review and Development Committee Meeting held on 29 November 2023 are confirmed as a true and accurate record.

CARRIED

7. Method of Dealing with Agenda Business

Items were dealt with in the order they appeared in the agenda.

8. Reports

8.1 Review of Council Policy: Self-Supporting Loans

File No.	COB/306
Applicant/Proponent:	Internal
Responsible Officer:	David Ransom, Manager Finance
Responsible Manager:	David Ransom, Manager Finance
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input type="checkbox"/> Legislative
Attachments:	Appendix 8.1-A: Council Policy Self-Supporting Loans

Summary

This report is presented to the Policy Review and Development Committee (PRDC) to facilitate a review of current Council Policy Self Supporting Loans. A copy of the policy is attached at appendix 8.1-A.

Executive Recommendation

That the Policy Review and Development Committee recommend that Council note the review of existing Council Policy Self Supporting Loans, with no changes recommended.

Voting Requirement: Simple Majority Vote

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.3	Effectively manage the City's resources

Regional Impact Statement

N/A

Background

The Self-Supporting Loans Council Policy defines parameters by which financial assistance, in the form of self-supporting loans, to not-for-profit clubs or organisations for capital improvement works to land or buildings owned or vested in the City of Bunbury will be considered.

The policy was first adopted by Council at its Ordinary Council Meeting held 25 September 2012.

The policy was most recently presented to Council at the 22 February 2022 OCM where it was reviewed with no changes and is now due for review.

Council Policy Compliance

This report facilitates the review of an existing Council Policy.

Legislative Compliance

Subdivision 3 of Division 5 of Part 6 of the *Local Government Act 1995* deals with borrowings.

Officer Comments

Officers have reviewed the policy and believe that the content of the current policy is appropriate and does not require amendment. A copy of the policy is attached at appendix 8.1-A.

Analysis of Financial and Budget Implications

Nil

Community Consultation

Not applicable.

Councillor/Officer Consultation

This matter is presented to the Policy Review and Development Committee for consideration.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

Any revisions to the policy will take effect immediately following Council's determination.

Outcome of Policy Review and Development Committee Meeting 28 February 2024

Following general discussion, the executive recommendation was moved by Cr Steele and seconded by Cr Kozisek and was CARRIED unanimously as follows:

That the Policy Review and Development Committee recommend that Council note the review of existing Council Policy Self Supporting Loans, with no changes recommended.

The primary objective of AASB124 is to ensure that an entity's financial statements contain disclosures necessary to draw attention to the possibility that its financial position and potential profit or loss may have been affected by the existence of related parties and their transactions.

Council Policy Compliance

This report facilitates the review of an existing Council Policy.

Legislative Compliance

AASB124 imposes a number of obligations upon Elected Members and senior City staff in relation to disclosure of their financial dealings with related parties.

Officer Comments

Officers have undertaken a review of Council's current policy in this regard and do not recommend any changes, as the document is consistent with current legislative requirements.

A copy of the policy is attached at appendix 8.2-A

Analysis of Financial and Budget Implications

Nil

Community Consultation

Nil

Elected Member/Officer Consultation

This matter is presented to the Policy Review and Development Committee for consideration.

Applicant Consultation

N/A

Timeline: Council Decision Implementation

Immediate once Council have endorsed the recommendation.

Outcome of Policy Review and Development Committee Meeting 28 February 2024

Following general discussion, the executive recommendation was moved by Cr Kozisek and seconded by Cr Smith and was CARRIED unanimously as follows:

That the Policy Review and Development Committee recommend that Council notes the review of Council Policy Related Party Disclosures, with no changes recommended.

8.3 Review of Council Policy: Asset Monitoring

File Ref:	COB/306
Applicant/Proponent:	Internal
Responsible Officer:	Odetta Robertson, Manager People and Safety
Responsible Manager:	Odetta Robertson, Manager People and Safety
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input type="checkbox"/> Legislative
Attachments:	Appendix 8.3-A: Council Policy Asset Monitoring

Summary

This report is presented to Policy Review and Development Committee (PRDC) to facilitate a review of current Council Policy Asset Monitoring. The policy was last reviewed in January 2022 and is now due for its biennial review.

Executive Recommendation

That the Policy Review and Development Committee recommend that Council notes the review of the Asset Monitoring Council Policy, with no changes recommended.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.3	Effectively manage the City's resources

Regional Impact Statement

Nil.

Background

This policy facilitates the protection of the City's assets and equipment, as well as assisting with the management of the City's mobile assets.

The City of Bunbury is committed to providing a safe work environment for its employees and the community in which unlawful, antisocial and inappropriate activity is kept to a minimum while respecting the individual rights of privacy.

The policy ensures that the possible use of workplace surveillance will be compliant with the requirements of relevant legislation, including the *Surveillance Device Act 1998*.

Council Policy Compliance

This report facilitates the review of an existing Council Policy.

Legislative Compliance

The *Surveillance Device Act 1998* requires organisations to have in place policies prior to any surveillance activities being implemented, to ensure all affected persons (employees) are fully aware of the City's intentions in this regard.

Officer Comments

Officers have undertaken a review of the current policy and do not recommend any changes as the content of the policy is considered appropriate.

A copy of the policy is attached at appendix 8.3-A.

Analysis of Financial and Budget Implications

Nil

Community Consultation

Nil

Elected Member/Officer Consultation

This matter is presented to the Policy Review and Development Committee for consideration.

Applicant Consultation

N/A

Timeline: Council Decision Implementation

Immediate once Council have endorsed the recommendation.

Outcome of Policy Review and Development Committee Meeting 28 February 2024

Following general discussion, the executive recommendation was moved by Cr Steele and seconded by Cr Smith and was CARRIED unanimously as follows:

That the Policy Review and Development Committee recommend that Council notes the review of the Asset Monitoring Council Policy, with no changes recommended.

8.4 Review of Council Policy: Equal Opportunity

File Ref:	COB/306
Applicant/Proponent:	Internal
Responsible Officer:	Odetta Robertson, Manager People and Safety
Responsible Manager:	Odetta Robertson, Manager People and Safety
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input checked="" type="checkbox"/> Legislative
Attachments:	Appendix 8.4-A: Council Policy Equal Opportunity

Summary

This report is presented to the Policy Review and Development Committee (PRDC) to facilitate a review of current Council Policy Equal Opportunity. The policy was last reviewed in February 2022 and is now due for its biennial review.

Executive Recommendation

That the Policy Review and Development Committee recommend that Council notes the review of the Equal Opportunity Council Policy, with no changes recommended.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.1	Provide strong, accountable leadership and governance

Regional Impact Statement

Nil.

Background

Initially a work procedure, Council Policy Equal Opportunity was adopted by Council on 22 June 1999 and last reviewed in February 2022. The purpose of the Policy is to ensure the fair and equitable treatment of persons accessing the City of Bunbury's services/facilities (members of the public) and/or in the course of employment with the City of Bunbury.

Council Policy Compliance

This report facilitates the review of an existing Council Policy.

Legislative Compliance

- *Local Government Act 1995*
- *Equal Opportunity Act 1984*
- *Fair Work Act 2009 (Cth)*
- *Age Discrimination Act 2004 (Cth)*
- *Workplace Gender Equality Act 2012 (Cth)*
- *Disability Discrimination Act 1992 (Cth)*
- *Sex Discrimination Act 1984 (Cth)*
- *Racial Discrimination Act 1975 (Cth)*

Officer Comments

Officers have undertaken a review of the current policy and do not recommend any changes as the content of the policy is considered appropriate.

A copy of the policy is attached at appendix 8.4-A.

Analysis of Financial and Budget Implications

The Policy will not have any impact on the budget.

Community Consultation

Nil

Elected Member/Officer Consultation

This matter is presented to the Policy Review and Development Committee for consideration.

Applicant Consultation

N/A

Timeline: Council Decision Implementation

Immediate once Council have endorsed the recommendation.

Outcome of Policy Review and Development Committee Meeting 28 February 2024

Cr Ghasseb moved, and Cr Kozisek seconded a motion to suspend stand orders at 10:16am to allow free discussion in relation to this matter. The motion was put to the vote and was carried unanimously.

Cr Quain moved, and Cr Smith seconded a motion to resume standing orders at 10:18am. The motion was put to the vote and was carried unanimously.

The executive recommendation was moved by Cr Kozisek and seconded by Cr Smith and was CARRIED unanimously as follows:

That the Policy Review and Development Committee recommend that Council notes the review of the Equal Opportunity Council Policy, with no changes recommended.

8.5 Review of Council Policy: Recognition of Employee Service Upon Retirement or Resignation

File Ref:	COB/306
Applicant/Proponent:	Internal
Responsible Officer:	Odetta Robertson Manager People and Safety
Responsible Manager:	Odetta Robertson Manager People and Safety
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	Appendix 8.5 -A: Council Policy Recognition of Employee Service Upon Retirement or Resignation

Summary

This report is presented to the Policy Review and Development Committee (PRDC) to facilitate a review of current Council Policy Recognition of Employee Service Upon Retirement or Resignation. The policy was last reviewed in February 2022 and is now due for its biennial review.

Executive Recommendation

That the Policy Review and Development Committee recommend that Council notes the review of Council Policy Recognition of Employee Service Upon Retirement or Resignation, with no changes recommended.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.1	Provide strong, accountable leadership and governance

Regional Impact Statement

Nil.

Background

This policy was last reviewed in February 2022 and is now due for its biennial review.

Council Policy Compliance

This report facilitates the review of an existing Council Policy.

Legislative Compliance

Section 5.50 of the *Local Government Act 1995* requires a local government to have in place a policy in relation to employees whose employment with the local government is finishing, setting

out the circumstances in which the local government will pay an employee an amount in addition to any amount to which the employee is entitled under a contract of employment or award relating to the employee, and the manner of assessment of the additional amount.

Officer Comments

Officers have undertaken a review of the Policy as presented at Appendix 8.5-A and suggest that the content of the current policy is appropriate and does not require amendment. The policy remains consistent with the wording contained in legislation.

Analysis of Financial and Budget Implications

Any payments made will be from existing budget lines for this purpose.

Community Consultation

Nil

Elected Member/Officer Consultation

This matter is presented to the Policy Review and Development Committee for consideration.

Applicant Consultation

N/A

Timeline: Council Decision Implementation

Immediate once Council have endorsed the recommendation.

Outcome of Policy Review and Development Committee Meeting 28 February 2024

Following general discussion, the executive recommendation was moved by Cr Kozisek and seconded by Cr Steele and was CARRIED unanimously as follows:

That the Policy Review and Development Committee recommend that Council notes the review of Council Policy Recognition of Employee Service Upon Retirement or Resignation, with no changes recommended.

8.6 Review of Council Policy: Local Opportunities at City Run Events

File Ref:	COB/306
Applicant/Proponent:	Internal
Responsible Officer:	Elizabeth Denniss, Manager Community Connection
Responsible Manager:	Elizabeth Denniss, Manager Community Connection
Executive:	David Russell, A/Director Sustainable Communities
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input type="checkbox"/> Legislative
Attachments:	Appendix 8.6-A: Revised Council Policy Local Opportunities at City Run Events

Summary

This report is presented to Council by the Policy Review and Development Committee (PRDC) to facilitate a review of current Council Policy Local Opportunities at City-Run Events. The policy was last reviewed by Council in February 2022.

A copy of the revised policy is at Appendix 8.6-A.

Executive Recommendation

That the Policy Review and Development Committee recommend that Council adopted the revised Council Policy Local Opportunities at City-Run Events as presented at Appendix 8.6-A.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	People
Aspiration	A safe, healthy and connected community
Outcome	A growing hub of culture and creativity.
Objective	Grow participation in arts, culture and community events.

Regional Impact Statement

The policy prioritises opportunities for Bunbury Geographe-based vendors and performers at City-run events.

Background

This policy was adopted by Council in May 2019 as a recommendation by the then Bunbury Event Advisory Group, as a mechanism to prioritise opportunities for Bunbury Geographe-based vendors and performers at City-run events. The Policy was last reviewed in February 2022 with no changes.

Council Policy Compliance

This report facilitates the review of an existing Council Policy.

Legislative Compliance

Nil

Officer Comments

Officers have undertaken a review of the Policy as presented at Appendix 8.6-A and suggest that the content of the current policy is appropriate and does not require amendment. The policy remains consistent with the wording contained in legislation.

Analysis of Financial and Budget Implications

Nil

Community Consultation

Nil

Elected Member/Officer Consultation

This matter is presented to the Policy Review and Development Committee for consideration.

Applicant Consultation

N/A

Timeline: Council Decision Implementation

Immediate once Council have endorsed the recommendation.

Outcome of Policy Review and Development Committee Meeting 28 February 2024

Cr Quain moved, and Cr Ghasseb seconded a motion to suspend stand orders at 10:24am to allow free discussion in relation to this matter. The motion was put to the vote and was carried unanimously.

Cr Quain moved, and Cr Kozisek seconded a motion to resume standing orders at 10:40am. The motion was put to the vote and was carried unanimously.

Wording within the executive recommendation was amended from “revised” to “unchanged” as per the Officer report.

The revised executive recommendation was moved by Cr Kozisek and seconded by Cr Steele and was CARRIED unanimously as follows:

That the Policy Review and Development Committee recommend that Council adopted the **unchanged** Council Policy Local Opportunities at City-Run Events as presented at Appendix 8.6-A.

9. Questions from Members

9.1 Response to Previous Questions from Members taken on Notice

Nil

9.2 Questions from Members

Cr Smith requested the Tree Management Policy to be presented to the 24 April Policy Review and Development Committee meeting for discussion.

Cr Steele requested the Elected Member Entitlement Policy to be presented to the 24 April Policy Review and Development Committee meeting for discussion.

Cr Ghasseb

Question: Why was Cr Quain’s apology included in the 20 February 2024 minutes of the Ordinary Council Meeting?

Response (Manager Governance): Local government legislation is silent on the inclusion of public apologies made by an Elected Member at a Council Meeting resulting from a SAT determination. In the interests of probity, transparency and for the public record, it was considered appropriate to have the apology included in the minutes. The apology has since been removed from the unconfirmed minutes.

Cr Steele

Question

What area encompasses the Bunbury Geographe region?

Response

The Acting Director Sustainable Communities will circulate to committee members.

Question

Is there a register of all local vendors and how is this compiled and maintained (in relation to item 8.6)?

Response

The Acting Director Sustainable Communities will circulate information to committee members.

Question

Can we please have clarification on who engages food vans at City events (in relation to item 8.6)?

Response

The Acting Director Sustainable Communities will circulate information to committee members.

10. Urgent Business

Nil

11. Date of Next Meeting

The next PRDC meeting is schedule for Wednesday, 24 April 2024.

12. Close of Meeting

The Presiding Member closed the meeting at 10:52am

8. Petitions, Presentations, Deputations and Delegations

8.1 Petitions

Pursuant to clause 6.10(2) of the City of Bunbury Standing Orders, upon receiving a petition, the Council is to

- a) Receive the petition and refer to the relevant officer for a report to be submitted within the next two (2) rounds of Council meetings; or
- b) Reject the petition

8.2 Presentations

8.3 Deputations

8.4 Council Delegates' Reports

8.5 Conference Delegates' Reports

9. Method of Dealing with Agenda Business

10. Reports

10.1 Recommendations from Advisory Committees

10.1.1 2023 Compliance Audit Return

File Ref:	COB/6329
Applicant/Proponent:	Audit Committee
Responsible Officer:	Maureen Keegan, Senior Governance Officer
Responsible Manager:	Greg Golinski, Manager Governance
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input checked="" type="checkbox"/> Legislative
Attachments:	Appendix 10.1.1-A: Compliance Audit Return

Summary

The purpose of this report is for Council to consider the Statutory Compliance Audit Return (the Return) for the calendar year 1 January to 31 December 2023.

Committee Recommendation

That Council adopt the Statutory Compliance Audit Return for the City of Bunbury for the period 1 January to 31 December 2023 as presented at Appendix 10.1.1A.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.1	Provide strong accountable leadership and governance

Regional Impact Statement

Not applicable

Background

Each year the Department of Local Government, Sport and Cultural Industries requires local governments to conduct an annual assessment of their compliance with key components of the *Local Government Act 1995* (the Act) and associated Regulations. The 2023 Return is to be provided to the Department by 31 March 2024.

Council Policy Compliance

There is no current Council Policy relevant to this item.

Legislative Compliance

Completion of the statutory Compliance Audit Return is a requirement under the provisions of section 7.13(1)(i) of the *Local Government Act 1995* and regulations 13 and 14 of the *Local Government (Audit) Regulations 1996*.

Officer Comments

Mangers and Officers are provided with copies of the relevant sections of the Return for assessment and completion. The final Return is then compiled on-line using the information provided. Any comments where appropriate are included in the Return to assist in either validating compliance or explaining non-compliance.

There were zero non-compliance identified for the 2023 period.

Analysis of Financial and Budget Implications

Nil

Community Consultation

Not applicable

Councillor/Officer Consultation

This report is presented to Council by the Audit Committee for consideration.

Applicant Consultation

Not applicable

Timeline: Council Decision Implementation

Submission of the Return to the Department of Local Government, Sport and Cultural Industries by the 31 March 2024.

Compliance Audit Return Form

Start ✓
Details ✓
Commercial Enterprises ✓
Delegation ✓
Disclosure of Interest ✓
Disposal of Property ✓
Elections ✓
Finance ✓
IPR ✓
Employees ✓
Conduct ✓
Other ✓
Tenders ✓
Documents ✓
Review

Finalise

Print

Details

Local Government

Bunbury, City of

Created By

Maureen Keegan

Year of Return

2023

Commercial Enterprises by Local Governments

1. Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2023? *

N/A

Add comments

—

2. Has the local government prepared a business plan for each major land transaction that was not exempt in 2023? *

N/A

Add comments

—

3. Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2023? *

N/A

Add comments

—

4. Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2023? *

N/A

Add comments

—

5. During 2023, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority? *

N/A

Add comments

—

Delegation of Power/Duty

1. Were all delegations to committees resolved by absolute majority? *

N/A

Add comments

Please enter comments *

The City of Bunbury Committees do not have delegation

2. Were all delegations to committees in writing? *

N/A

Add comments

Please enter comments *

The City of Bunbury Committees do not have delegation

3. Were all delegations to committees within the limits specified in section 5.17 of the Local Government Act 1995? *

N/A

Add comments

Please enter comments *

The City of Bunbury Committees do not have delegation

4. Were all delegations to committees recorded in a register of delegations? *

N/A

Add comments

Please enter comments *

The City of Bunbury Committees do not have delegation

5. Has council reviewed delegations to its committees in the 2022/2023 financial year? *

N/A

Add comments

Please enter comments *

The City of Bunbury Committees do not have delegation

6. Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Local Government Act 1995? *

Yes

Add comments

Please enter comments *

Refer delegation register DOC/1159776

7. Were all delegations to the CEO resolved by an absolute majority? *

Yes

Add comments

Please enter comments *

Refer to Council Decision 111/23 DOC/1142611

8. Were all delegations to the CEO in writing? *

Yes

Add comments

Please enter comments *

Refer COB/371

9. Were all delegations by the CEO to any employee in writing? *

Yes

Add comments

Please enter comments *

Refer COB/371

10. Were all decisions by the Council to amend or revoke a delegation made by absolute majority? *

Yes

Add comments

Please enter comments *

Refer Council Decision 111/23

11. Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees? *

Yes

Add comments

Please enter comments *

Refer delegation register DOC/1159776

<https://cdn.bunbury.wa.gov.au/wp-content/uploads/2023/08/City-of-Bunbury-Register-of-Delegated-Authority-21.pdf>

12. Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2022/2023 financial year? *

Yes

Add comments

Please enter comments *

Annual Review 27 June 2023 Council Decision 111/23

13. Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Local Government (Administration) Regulations 1996, regulation 19? *

Yes

Add comments

Please enter comments *

Processes are in place to ensure staff keep requisite records CM10, Attain and Authority

Disclosure of Interest

1. Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the Local Government Act 1995, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter? *

Yes

Add comments

Please enter comments *

Recorded in Council Minutes

2. Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by the Local Government (Administration) Regulations 1996 regulation 21A, recorded in the minutes of the relevant council or committee meeting? *

N/A

Add comments

Please enter comments *

No participation approval given.

3. Were disclosures under sections 5.65, 5.70 or 5.71A(3) of the Local Government Act 1995 recorded in the minutes of the meeting at which the disclosures were made? *

Yes

Add comments

Please enter comments *

Recorded in Council Minutes.

4. Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day? *

Yes

Add comments

Please enter comments *

Recorded in Attain

5. Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2023? *

Yes

Add comments

Please enter comments *

Recorded in Attain

6. On receipt of a primary or annual return, did the CEO, or the Mayor/President, give written acknowledgment of having received the return? *

Yes

Add comments

Please enter comments *

Recorded in Attain

7. Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the Local Government Act 1995? *

Yes

Add comments

Please enter comments *

Recorded in Attain

8. Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28? *

Yes

Add comments

Please enter comments *

DOI Register - DOC/419467

9. When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the Local Government Act 1995, did the CEO remove from the register all returns relating to that person? *

Yes

Add comments

Please enter comments *

Recorded in Attain

10. Have all returns removed from the register in accordance with section 5.88(3) of the Local Government Act 1995 been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return? *

Yes

Add comments

Please enter comments *

Recorded in Attain

11. Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28A? *

Yes

Add comments

Please enter comments *

Recorded in Attain

12. Did the CEO publish an up-to-date version of the gift register on the local government's website? *

Yes

Add comments

Please enter comments *

<https://cdn.bunbury.wa.gov.au/wp-content/uploads/2024/01/City-of-Bunbury-Form-4-Register-of-Gifts-31-1-2023-to-31-1-2024.pdf>

13. When people cease to be a person who is required to make a disclosure under section 5.87A or 5.87B of the Local Government Act 1995, did the CEO remove from the register all records relating to those people? *

Yes

Add comments

14. Have copies of all records removed from the register under section 5.89A(6) of the Local Government Act 1995 been kept for a period of at least five years after the person ceases to be a person required to make a disclosure? *

Yes

Add comments

15. Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report? *

N/A

Add comments

Please enter comments *

No employee declarations.

16. Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under section 5.71A(1) of the Local Government Act 1995 relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application? *

N/A

Add comments

17. Was any decision made by the Minister under section 5.71B(6) of the Local Government Act 1995, recorded in the minutes of the council meeting at which the decision was considered? *

N/A

Add comments

18. Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates that incorporates the model code of conduct? *

Yes

Add comments

Please enter comments *

Last reviewed 25 July 2023 Council Decision 129/23

19. Did the local government adopt additional requirements in addition to the model code of conduct? *

Yes

Add comments

Please enter comments *

25 July 2023 Council Decision 129/23

19a. Does it comply with section 5.104(3) and (4) of the Local Government Act 1995? *

Yes

20. Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government's website? *

Yes

Add comments

Please enter comments *

<https://cdn.bunbury.wa.gov.au/wp-content/uploads/2023/08/City-of-Bunbury-Code-of-Conduct-for-council-Elected-members-committee-members-and-candidates-2023.pdf>

21. Has the CEO prepared and implemented a code of conduct to be observed by employees of the local government? *

Yes

Add comments

Please enter comments *

<https://cdn.bunbury.wa.gov.au/wp-content/uploads/2022/09/Employee-Code-of-Conduct.pdf>

21a. Has the CEO published an up-to-date version of the code of conduct for employees on the local government's website? *

Yes

Disposal of Property

1. Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the Local Government Act 1995 (unless section 3.58(5) applies)? *

Yes

Add comments

Please enter comments *

Numerous leases, licenses and land disposals were undertaken in accordance with Section 3.58.

2. Where the local government disposed of property under section 3.58(3) of the Local Government Act 1995, did it provide details, as prescribed by section 3.58(4) in the required local public notice for each disposal of property? *

Yes

Add comments

Please enter comments *

Numerous leases, licenses and land disposals were undertaken in accordance with Section 3.58.

Elections

1. Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate in accordance with regulation 30G(1) and regulation 30G(2) of the Local Government (Elections) Regulations 1997? *

Yes

Add comments

Please enter comments *

No declarations made in this regard for 2023 ordinary election

2. Did the CEO remove any disclosure of gifts forms relating to unsuccessful candidates, or successful candidates that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the Local Government (Elections) Regulations 1997? *

Yes

Add comments

Please enter comments *

<https://cdn.bunbury.wa.gov.au/wp-content/uploads/2024/01/Local-Government-Election-Gift-Declaration-Register-2019-2021-2023.pdf>

3. Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the Local Government (Elections) Regulations 1997? *

Yes

Add comments

Please enter comments *

<https://cdn.bunbury.wa.gov.au/wp-content/uploads/2024/01/Local-Government-Election-Gift-Declaration-Register-2019-2021-2023.pdf>

Finance

1. Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Local Government Act 1995? *

Yes

Add comments

—

2. Where the council delegated to its audit committee any powers or duties under Part 7 of the Local Government Act 1995, did it do so by absolute majority? *

N/A

Add comments

Please enter comments *

The audit committee does not have delegation.

3. Was the auditor's report for the financial year ended 30 June 2023 received by the local government by 31 December 2023? *

Yes

Add comments

Please enter comments *

The audit report was received by Council 12 December 23 Decision No 251/33

4. Where the local government determined that matters raised in the auditor's report prepared under section 7.9(1) of the Local Government Act 1995 required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters? *

N/A

Add comments

Please enter comments *

Whilst the Auditor Report did not raise a matter to action. The Management Letter raised 2 actions and the response outlining action taken on the matters raised was provided to Council 12 December 2023 appendix 10.1.2-A

5. Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government? *

N/A

Add comments

Please enter comments *

The auditors report did not identify any significant matters.

6. Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the Local Government Act 1995, did the CEO publish a copy of the report on the local government's official website? *

N/A

Add comments

FIN-AR-Publish14DaysComments *

The auditors report did not identify any significant matters.

7. Was the auditor's report for the financial year ending 30 June 2023 received by the local government within 30 days of completion of the audit? *

Yes

Add comments

Please enter comments *

The audit report was received by Council 12 December 23 Decision No 251/33

Integrated Planning and Reporting

1. Has the local government adopted by absolute majority a strategic community plan? *

Yes

Add comments

Please provide the adoption date or the date of the most recent review *

26/04/2022

Please enter comments *

<https://cdn.bunbury.wa.gov.au/wp-content/uploads/2022/06/FINAL-SCP-12APR2022.pdf>

Adopted 26 April 2022 (This is in compliance with the Local Government (Administration) Regulations 1996 19C which state the SCP must be reviewed at least once every 4 years.)

2. Has the local government adopted by absolute majority a corporate business plan? *

Yes

Add comments

Please provide the adoption date or the date of the most recent review *

25/07/2023

Please enter comments *

<https://cdn.bunbury.wa.gov.au/wp-content/uploads/2023/07/Corporate-Business-Plan-2023-27.pdf>

Adopted 25 July 2023. Council decision 133/23

3. Does the corporate business plan comply with the requirements of Local Government (Administration) Regulations 1996 19DA(2) & (3)? *

Yes

Add comments

Please enter comments *

The Corporate Business Plan covers 4 years (19DA (2)) and lists the priority projects for the City against it's objectives from the Strategic Community Plan as well as asset maintenance plans and summarised information from the Workforce plan and Long Term Financial Plan (19DA (3))

Local Government Employees

1. Were all CEO and/or senior employee vacancies advertised in accordance with Local Government (Administration) Regulations 1996, regulation 18A? *

Yes

Add comments

Please enter comments *

The CEO role was advertised Statewide, Nationally and Internationally and included the following channels: City of Bunbury Careers Page: <https://cityofbunbury.recruitment.com.au/Vacancies/> from the 25th of May until the 9th of June 2023, LinkedIn, Seek, and other national and international networks utilised by the consultant.

2. Was all information provided in applications for the position of CEO true and accurate? *

Yes

Add comments

Please enter comments *

See the attachments provided

3. Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the Local Government Act 1995? *

Yes

Add comments

Please enter comments *

See the attachments provided

4. Did the CEO inform council of each proposal to employ or dismiss senior employee? *

N/A

Add comments

—

5. Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so? *

N/A

Add comments

Official Conduct

1. Has the local government designated an employee to be its complaints officer? *

Yes

Add comments

Please enter comments *

Director Strategy and Organisational Performance is the Complaints Officer

2. Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a) of the Local Government Act 1995? *

Yes

Add comments

3. Does the complaints register include all information required by section 5.121(2) of the Local Government Act 1995? *

Yes

Add comments

Please enter comments *

<https://cdn.bunbury.wa.gov.au/wp-content/uploads/2024/01/Minor-Breach-Complaint-Register.pdf>

4. Has the CEO published an up-to-date version of the register of the complaints on the local government's official website? *

Yes

Add comments

Please enter comments *

<https://cdn.bunbury.wa.gov.au/wp-content/uploads/2024/01/Minor-Breach-Complaint-Register.pdf>

Other

1. Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with the Local Government (Financial Management) Regulations 1996 regulations 5(2) (c) within the three financial years prior to 31 December 2023?

Yes

Add comments

Please provide the date of council's resolution to accept the report. *

16/08/2022

Please enter comments *

Council Decision 164/22

The Audit Committee received a Financial Management Systems Review (March 2022) at the Committee Meeting on 21 July 2022.

The minutes of the Audit Committee were adopted by Council at the OCM 16 August 2022 Decision 164/22

2. Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulations 1996 regulation 17 within the three financial years prior to 31 December 2023?

Yes

Add comments

Please provide the date of council's resolution to accept the report. *

27/06/2023

Please enter comments *

Council Decision 098/23

3. Where a disclosure was made under sections 5.87A or 5.87B of the Local Government Act 1995, were the disclosures made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C of the Act?

Yes

Add comments

Please enter comments *

Recorded in Attain

4. Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?

Yes

Add comments

Please enter comments *

Policy is reviewed every 2 years last review 28/6/22 Council Decision 137/22

5. Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the Local Government Act 1995?

Yes

Add comments

Please enter comments *

<https://www.bunbury.wa.gov.au/>

6. Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?

Yes

Add comments

Please enter comments *

Policy is reviewed every 2 years last review 20/12/2022 Council Decision 291/22

7. Did the local government prepare a report on the training completed by council members in the 2022/2023 financial year and publish it on the local government's official website by 31 July 2023?

Yes

Add comments

OQ-CouncilMemberTrainingPublishComments *

<https://www.bunbury.wa.gov.au/live/your-council/governance-and-transparency/elected-member-training-and-development>

8. By 30 September 2023, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2023?

Yes

Add comments

—

9. When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?

Yes

Add comments

—

Tenders for Providing Goods and Services

1. Did the local government comply with its current purchasing policy, adopted under the Local Government (Functions and General) Regulations 1996, regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less? *

Yes

Add comments

Please enter comments *

Controls to ensure compliance: regular training; Vendor Panel centralised procurement activities, and online requisition system restricts non-compliance prior to a Purchase Order being raised.

2. Subject to Local Government (Functions and General) Regulations 1996, regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations? *

Yes

Add comments

Please enter comments *

There is continued analysis on baseline expenditure to ensure that spending over a three-year cumulative period is in line with WALGA recommendations.

3. When regulations 11(1), 12(2) or 13 of the Local Government (Functions and General) Regulations 1996, required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)? *

Yes

Add comments

Please enter comments *

Tenders invited via public notice within The West Australian and South West Times.

4. Did the local government comply with Local Government (Functions and General) Regulations 1996, Regulation 12 when deciding to enter into multiple contracts rather than a single contract? *

Yes

Add comments

Please enter comments *

General purchasing staff do not have access to raise requisitions above 75k, these are raised & vetted by a centralised procurement team who have a deep understanding of the legislative requirements.

5. If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation? *

Yes

Add comments

Please enter comments *

Vendor Panel system automates notification to all tenderers of variations to tender information.

6. Did the local government's procedure for receiving and opening tenders comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 15 and 16? *

Yes

Add comments

Please enter comments *

Two officers present and identified on tender register to dual opening.

7. Did the information recorded in the local government's tender register comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website? *

Yes

Add comments

Please enter comments *

Tender registers are completed in accordance with the regulations and available for public inspection, as well as published on the City of Bunbury Website.

8. Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender? *

N/A

Add comments

Please enter comments *

Vendor Panel system does not allow for tenders to be submitted after the tender closing date / time.

9. Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept? *

Yes

Add comments

Please enter comments *

Evaluation matrices are utilised to assess which tender is the most advantageous to accept.

10. Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted? *

Yes

Add comments

Please enter comments *

Compliant. The electronic portal system automates this process once a tenderer is selected.

11. Did the local government's advertising and expression of interest processes comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulations 21 and 22? *

Yes

Add comments

Please enter comments *

Advertising and EOI documentation prepared using compliant templates

12. Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice? *

N/A

Add comments

Please enter comments *

Vendor Panel system does not allow for EOI's to be submitted after the closing date / time

13. Were all expressions of interest that were not rejected under the Local Government (Functions and General) Regulations 1996, Regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer? *

Yes

Add comments

Please enter comments *

Compliant. EOI's are assessed by the local government, to decide which responses, if any, it thinks would be capable of supplying the goods & services. The CEO lists the acceptable tenderers.

14. Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Local Government (Functions and General) Regulations 1996, Regulation 24? *

Yes

Add comments

Please enter comments *

Compliant. The electronic portal system automates this process once the acceptable tenderer(s) are selected.

15. Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Local Government (Functions and General) Regulations 1996, Regulations 24AD(4) and 24AE? *

N/A

Add comments

Please enter comments *

No panels were set up in the last 12 months.

16. If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation? *

N/A

Add comments

Please enter comments *

Vendor Panel system automates notification to all tenderers of variations to information.

17. Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application? *

Yes

Add comments

Please enter comments *

Compliant, 2 officers open together.

18. Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24AG? *

Yes

Add comments

Please enter comments *

Compliant

19. Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications? *

N/A

Add comments

Please enter comments *

Vendor Panel system does not allow responses to be submitted after the closing date / time.

20. Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept? *

Yes

Add comments

Please enter comments *

Compliant – standard in all tender documents.

21. Did the CEO send each applicant written notice advising them of the outcome of their application? *

Yes

Add comments

Please enter comments *

Compliant - the electronic portal system automates this process once pre-qualified suppliers are selected

22. Where the local government gave regional price preference, did the local government comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24E and 24F? *

Yes

Add comments

—

Documents


[6 days ago \(02/02/2024 10:37 AM\)](#)

Maureen Keegan

 [CEO Advertisement.pdf \(1.31 MB\) \(/ _entity/annotation/3c345e04-74c1-ee11-9079-000d3aca76e9/976c0132-2a5b-ed11-9562-00224893390b?t=1707363878644\)](#)

[6 days ago \(02/02/2024 10:37 AM\)](#)

Maureen Keegan

 [CEO APPLICANT INFORMATION PACK - compiled.pdf \(1.21 MB\) \(/ _entity/annotation/3553ed10-74c1-ee11-9079-00224810698d/976c0132-2a5b-ed11-9562-00224893390b?t=1707363878644\)](#)

[6 days ago \(02/02/2024 10:38 AM\)](#)

Maureen Keegan

 [Chief Executive Officer PD 2023.pdf \(142.80 KB\) \(/ _entity/annotation/acfb5f19-74c1-ee11-9079-00224810698d/976c0132-2a5b-ed11-9562-00224893390b?t=1707363878644\)](#)

Close	Previous	Next
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10.1.2 Review of Council Policy: Self-Supporting Loans

File No.	COB/306		
Applicant/Proponent:	Policy Review and Development Committee		
Responsible Officer:	David Ransom, Manager Finance		
Responsible Manager:	David Ransom, Manager Finance		
Executive:	Karin Strachan, Director Strategy and Organisational Performance		
Authority/Discretion	<input type="checkbox"/> Advocacy	<input type="checkbox"/> Quasi-Judicial	
	<input checked="" type="checkbox"/> Executive/Strategic	<input type="checkbox"/> Information Purposes	
	<input type="checkbox"/> Legislative		
Attachments:	Appendix 10.1.2-A: Council Policy Self-Supporting Loans		

Summary

This report is presented to Council by the Policy Review and Development Committee (PRDC) to facilitate a review of current Council Policy Self Supporting Loans. A copy of the policy is attached at appendix 10.1.2-A.

Committee Recommendation

That Council note the review of existing Council Policy Self Supporting Loans, with no changes recommended.

Voting Requirement: Simple Majority Vote

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.3	Effectively manage the City’s resources

Regional Impact Statement

N/A

Background

The Self-Supporting Loans Council Policy defines parameters by which financial assistance, in the form of self-supporting loans, to not-for-profit clubs or organisations for capital improvement works to land or buildings owned or vested in the City of Bunbury will be considered.

The policy was first adopted by Council at its Ordinary Council Meeting held 25 September 2012.

The policy was most recently presented to Council at the 22 February 2022 OCM where it was reviewed with no changes and is now due for review.

Council Policy Compliance

This report facilitates the review of an existing Council Policy.

Legislative Compliance

Subdivision 3 of Division 5 of Part 6 of the *Local Government Act 1995* deals with borrowings.

Officer Comments

The PRDC have reviewed the policy and believe that the content of the current policy is appropriate and does not require amendment. A copy of the policy is attached at appendix 10.1.2 A.

Analysis of Financial and Budget Implications

Nil

Community Consultation

Not applicable.

Councillor/Officer Consultation

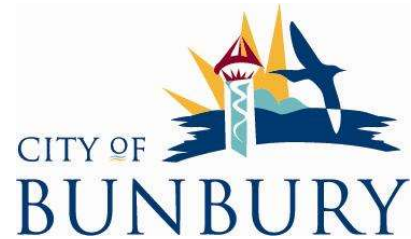
This matter is presented to Council by the Policy Review and Development Committee for consideration.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

Any revisions to the policy will take effect immediately following Council's determination.



SELF-SUPPORTING LOANS COUNCIL POLICY

POLICY STATEMENT

This Policy defines parameters by which financial assistance, in the form of self-supporting loans, to not-for-profit clubs or organisations for capital improvement works to land or buildings owned or vested in the City of Bunbury will be considered.

POLICY SCOPE

This policy applies to: Not for Profit Clubs and Organisations

POLICY DETAILS

Council in general, will only consider approving a self-supporting loan to a maximum of \$250,000 for any one applicant (including existing borrowings by the Applicant), under the following circumstances:

1. Where the level of consolidated self-supporting assistance by Council to clubs or organisations does not exceed an annual repayment of more than 1% of rating income. This is to ensure that Council maintains the capacity to borrow funds for its own programmes; and
2. When the club or organisation can adequately demonstrate, through the provision of forward financial plans covering the life of the loan, a capacity to meet loan repayments; however

Council may consider applications up to \$400,000 in or for exceptional circumstances or purposes.

POLICY PROCEDURE

Organisations seeking assistance from Council to raise a self- supporting loan shall:

- be an incorporated body;
- provide a copy of the last three years' audited financial statements;
- agree to enter into a Deed of Agreement for the period of the loan repayments;
- provide whatever security or guarantees that Council considers appropriate to ensure the loan is repaid;
- insure and keep premises insured where the premises are security over repayment of a loan;
- pay all costs associated with the preparation and stamping of legal documents relating to the raising of the loan;
- provide a copy of the minutes from a legally constituted meeting of the organisation showing the formal resolution agreeing to the raising of the loan;
- provide any other information that Council requires.

The process for requesting a self-supporting loan is as follows:

1. The organisation seeking funding is to make written application to the Chief Executive Officer, and include in its submission the following information:
 - purpose for which the borrowings will be used;
 - total project budget;
 - quotes to undertake the work;
 - amount to be borrowed;
 - source of other funds ie. grants, donations, funds on hand etc;
 - term of the loan;
 - a copy of the last three years' audited financial statements;
 - commitment to provide loan guarantors for the full amount (note that you may wish to request Council grant an exemption from this requirement in the application);
 - provide a copy of the minutes from a legally constituted meeting of the organisation showing the formal resolution agreeing to the raising of the loan; and
 - any other information that may be useful in assisting Council to make an informed decision.
2. Officers will assess the application and prepare an agenda item for Council consideration. The applicant may, if it wishes, address Council in relation to its application.
3. Following Council approval, the City of Bunbury is required to advertise the proposed loan pursuant to section 6.20(2) of the *Local Government Act 1995* (if not included in the annual budget).
4. One month local public notice of the proposed loan is required.
5. If no submissions are received, the loan documents are prepared.
6. Loan guarantees are received from the requesting organisation.
7. Signed Deed of Loan document returned to Council.
8. Funding is provided.

COMPLIANCE REQUIREMENTS

LEGISLATION

- *Local Government Act 1995*
- *Local Government (Financial Management) Regulations 1996*

INDUSTRY

ORGANISATIONAL

Document Control			
Document Responsibilities:			
Owner:	Director Strategy and Organisational Performance	Owner Business Unit:	Manager Finance
Reviewer:	Manager Finance	Decision Maker:	Council
Document Management:			
Adoption Details	Res 278/12 25 September 2012 –	Review Frequency:	biennial
Review Version	Decision Reference:	Next Due:	2024
DOC/424638[v2]	Council Decision 039/22 22 February 2022	Reviewed with no changes.	
DOC/424638[v2]	Council Decision 049/20 17 March 2020	Consolidate policies and corporate guidelines in accordance with revised Policy Framework.	
DOC/424638[v1]	Council Decision 213/19 23 July 2019	Reviewed	
CP-026039	Res 176/1716 May 2017 -	Reviewed with no changes	
	Res 232/157 July 2015 –	Reviewed	
Date Printed	16 February 2024		

10.1.3 Review of Council Policy: Related Party Disclosures

File Ref:	COB/306
Applicant/Proponent:	Policy Review and Development Committee
Responsible Officer:	David Ransom, Manager Finance
Responsible Manager:	David Ransom, Manager Finance
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input checked="" type="checkbox"/> Legislative
Attachments:	Appendix 10.1.3-A: Council Policy Related Party Disclosures

Summary

This report is presented to Council by the Policy Review and Development Committee (PRDC) to facilitate a review of current Council Policy Related Party Disclosures. The policy was last reviewed in February 2022 and is now due for its biennial review.

The policy outlines the City’s disclosure requirements in regard to the existence of relationships regardless of whether or not any transaction has occurred, in accordance with Australian Accounting Standards Board Accounting Standard AASB124 (Related Party Disclosures).

Committee Recommendation

That Council notes the review of Council Policy Related Party Disclosures, with no changes recommended.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.3	Effectively manage the City’s resources

Regional Impact Statement

Nil.

Background

This policy was last reviewed in February 2022 and is now due for its biennial review.

The scope of Australian Accounting Standards Board Accounting Standard AASB124 (Related Party Disclosures) was amended in July 2015 to encompass not for profit entities including local governments. AASB124 now imposes a number of obligations upon elected members and senior City staff in relation to disclosure of their financial dealings with related parties.

The primary objective of AASB124 is to ensure that an entity’s financial statements contain disclosures necessary to draw attention to the possibility that its financial position and potential profit or loss may have been affected by the existence of related parties and their transactions.

Council Policy Compliance

This report facilitates the review of an existing Council Policy.

Legislative Compliance

AASB124 imposes a number of obligations upon Elected Members and senior City staff in relation to disclosure of their financial dealings with related parties.

Officer Comments

The PRDC have undertaken a review of Council's current policy in this regard and do not recommend any changes, as the document is consistent with current legislative requirements.

A copy of the policy is attached at appendix 10.1.3-A

Analysis of Financial and Budget Implications

Nil

Community Consultation

Nil

Elected Member/Officer Consultation

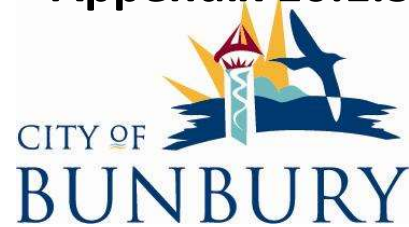
This matter is presented to Council by the Policy Review and Development Committee for consideration.

Applicant Consultation

N/A

Timeline: Council Decision Implementation

Immediate once Council have endorsed the recommendation.



RELATED PARTY DISCLOSURES COUNCIL POLICY

POLICY STATEMENT

To define the parameters for Related Party Relationships and the level of disclosure and reporting required for the City to achieve compliance with the Australian Accounting Standard AASB 124 – Related Party Disclosures

POLICY SCOPE

Under the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*, all local governments in Western Australia must produce annual financial statements that comply with Australian Accounting Standards.

The Australian Accounting Standards Board has determined that from 1 July 2016, AASB 124 (Related Party Disclosures) will apply to government entities, including local governments. The City is now required to disclose Related Party Relationships and Key Management Personnel compensation in its Annual Financial Statements.

This Policy provides guidance on:

- the identification of the City's related parties;
- management of related party transactions;
- recording such transactions; and
- disclosure of the transactions in the City of Bunbury annual financial statements in accordance with AASB 124;

And addresses the four (4) different types of related party that must be considered by the City:

1. Entities related to the City;
2. Key Management Personnel;
3. Close family members of Key Management Personnel; and
4. Entities that are controlled or jointly controlled by either 2 or 3 above.

Entity

Can include a body corporate, a partnership or a trust, incorporated, or unincorporated group or body.

Entity Related to a KMP

Related Entities to Key Management Personnel are entities that are:

- *controlled or jointly controlled by a KMP;
- apart from Council, where a KMP has significant influence over, or is a member of the key management personnel of the entity or parent of the entity; or

- controlled or jointly controlled by a close family member of a KMP of the City.

*A person or entity is deemed to have *control* if they have:

- power over the entity;
- exposure, or rights, to variable returns from involvement with the entity; or
- the ability to use power over the entity to affect the amount of returns.

To jointly control, a person or entity must have contractual rights or agreed sharing of control of the entity, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.

Entity Related to the City

This includes any entity that is either controlled, jointly controlled or over which the City has a significant influence. A person or entity is a Related Party of the City if any of the following apply:

- they are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others);
- they are an associate or belong to a joint venture of which the City is part of;
- they and the City are joint ventures of the same third party;
- they are part of a joint venture of a third party and the City is an associate of the third party;
- they are a post-employment benefit plan for the benefit of employees of either the City or an entity related to the City;
- they are controlled or jointly controlled by close family members of the family of a KMP;
- they are identified as a close or possibly close member of the family of a person with significant influence over Council or a close or possibly close member of the family of a person who is a KMP of the City; or
- they, or any member of a group of which they are a part, provide KMP services to the City.

Key Management Personnel (KMP)

AASB 124 defines KMP as “those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity”.

Key Management Personnel for the City of Bunbury are:

- Elected Members; and
- persons employed under s5.36 of the *Local Government Act 1995* in the capacity of Chief Executive Officer or Director.

DEFINITIONS:

Australian Accounting Standards Board, Related Party Disclosures Standard 124

Close family members of Key Management Personnel (KMP)

Those family members who may be expected to influence, or be influenced by, that KMP in their dealings with the City of Bunbury and include:

- the KMP’s children, and spouse or domestic partner;
- children of that KMP’s spouse or domestic partner; and
- dependants of the KMP or the KMP’s spouse or domestic partner.

Material (materiality)

Means the assessment of whether a transaction, either individually or in aggregate with other transactions, by omitting it or misstating it could influence decisions that users make on the basis of an entity's financial

statements. For the purpose of this Policy, it is not considered appropriate to set either a dollar value or a percentage value to determine materiality.

Ordinary Citizen Transaction

A transaction that an ordinary member of the community would undertake in the ordinary course of business with the City of Bunbury.

Related Party

A person or entity that is related to the entity preparing its financial statements.

Related Party Transaction

A transfer of resources, services or obligations between the City of Bunbury and a related party, regardless of whether a price is charged.

Significant (significance)

Likely to influence the decisions that users of the City's financial statements make having regard to both the extent (value and frequency) of the transactions, and that the transactions have occurred between the City and related party outside a public service provider/ taxpayer relationship.

POLICY DETAILS

1. Key Management Personnel (KMP)

All Key Management Personnel (KMP) are responsible for assessing and disclosing their own, their close family members' and their related entities' relationship with the City. All related parties must be included in the self-assessment. A disclosure form is provided on the 'attain' website for electronic lodgement.

2. Related Party Transactions

2.1 Ordinary Citizen Transaction

For the purpose of this Policy, an Ordinary Citizen Transaction is one that occurs between the City and KMP and/or related parties which satisfy the following criteria. The transaction must:

- occur during the normal course of the City delivering its public service goals;
- be under the same terms that would be available to a member of the community; and
- belong to a class of transaction that an ordinary member of the community would normally transact with the City.

This includes for example facility hire, and the payment of rates and dog registrations.

There is no obligation to disclose Ordinary Citizen Transactions.

Transactions between the City and Related Parties that would normally be considered Ordinary Citizen Transactions but where the terms and conditions differ from normal practice however, must be disclosed.

2.2 Non-ordinary Citizen Transactions

All related party transactions that do not satisfy the definition of an Ordinary Citizen Transaction (as per 2.1) must be disclosed in accordance with AASB 124.

The following are examples of transactions that must be disclosed if they are with a related party and are not an Ordinary Citizen Transaction:

- purchases of sales or goods (finished or unfinished);
- purchases or sales of property or other assets;
- rendering or receiving services;
- leases;
- transfers of research and development;
- transfers under licence agreements;
- transfers under finance arrangements (including loans and equity contributions in cash or kind);
- provisions of guarantees or collateral;
- commitments to do something if a particular event occurs or does not occur in the future, including execution of contracts (recognised or unrecognised); and
- settlement of liabilities on behalf of the City or by the City on behalf of the related party.

3. Disclosure of Information

3.1 City disclosure

AASB 124 provides that the City must disclose the following financial information in its financial statements for each financial year period:

- the nature of any related party relationships;
- the amount of the transactions;
- the amount of outstanding balances, including commitments, including:
 - (i) their terms and conditions, whether they are secured, and the nature of the consideration to be provided in settlement; and
 - (ii) details of any guarantees given or received;
- provisions for doubtful debts related to the amount of outstanding balances; and
- the expense recognised during the period in respect of bad or doubtful debts due from related parties.

The following matters must be considered in determining the materiality and significance of any related party transactions:

- significance of transaction in terms of size;
- whether the transaction was carried out on non-market terms;
- whether the transaction is outside normal day-to-day business operations, such as the purchase and sale of assets;
- whether the transaction is disclosed to regulatory or supervisory authorities;
- whether the transaction has been reported to senior management; and
- whether the transaction was subject to Council approval.

Regard must also be given for transactions that are collectively, but not individually significant.

All transactions involving related parties will be captured and reviewed to determine materiality or otherwise of such transactions, if the transactions are Ordinary Citizen Transactions (OCTs), and to determine the significance of each of the transactions.

3.2 Key Management Personnel disclosure

In accordance with this Policy, KMP must provide a Related Party Disclosure in the form set out on the 'attain' website each year, no later than 31 July for the previous financial year.

4. Review of Related Parties

A review of KMP's and their related parties will be completed every year. Particular events, such as a change of Elected Members, Chief Executive Officer or Directors or a corporate restructure will also trigger a review of the City's related parties immediately following such an event.

The Chief Executive Officer shall implement a suitable system to identify related parties. The primary identification method of close family members and associated entities of Key Management Personnel shall be by (but not limited to) KMP self-assessment. KMP have a responsibility to identify and report any changes to their related parties as they occur.

The Chief Executive Officer shall identify suitable methodology and procedures for identifying and reporting on related party transactions such that accurate data will be collated from 01 July 2017. Identification and reporting methods shall consider:

- transactions occurring via the City's accounting and electronic records management systems;
- other transactions not passing through the City's electronic accounting / management systems;
- the identification of the associated terms and conditions of the related party transactions;
- declarations in the Financial Interests Register; and
- information provided in Primary and Annual Returns.

If any elected member or employee believes a transaction may constitute a related party transaction they must notify the Chief Executive Officer who will, in consultation with the Director Strategy and Organisational Performance, make a determination on the matter.

5. Privacy & Confidentiality

5.1 Access to information

The following persons are permitted to access, use and disclose the information provided in a related party disclosure or contained in a register of related party transactions for the purposes of 5.2.

- the Chief Executive Officer;
- Director Strategy and Organisational Performance;
- Manager Finance;
- An Auditor from the WA Auditor General's Office or appointed representative; and
- other officers as determined by the Chief Executive Officer.

5.2 Permitted purposes

Persons specified in 5.1 may access, use and disclose information in a related party disclosure or contained in a register of related party transactions for the following purposes:

- assess and verify the disclosed related party transaction;
- reconcile identified related party transactions against those disclosed in the related party disclosure or contained in a register of related party transactions;
- comply with the disclosure requirements of AASB 124; or
- verify compliance with the disclosure requirements of AASB 124.

5.3 Confidentiality

The following information is classified as confidential and is not available for inspection by or disclosure to the public:

- information (including personal information) provided by a KMP in a related party disclosure; and
- personal information contained in a register of related party transactions.

COMPLIANCE REQUIREMENTS

LEGISLATION

- *Local Government Act 1995*
- *Australian Accounting Standards*

INDUSTRY

- *AASB 124 Related Party Disclosures*
- *AASB 10 Consolidated Financial Statement*
- *AASB 11 Joint Arrangements*
- *AASB 128 Investments in Associates and Joint Ventures*

ORGANISATIONAL

- *City of Bunbury Employee Code of Conduct*

Document Control					
Document Responsibilities:					
Owner:	Manager Finance	Owner Business Unit:	Manager Finance		
Reviewer:	Manager Finance	Decision Maker:	Council		
Document Management:					
Adoption Details	Res 275/17 25 July 2017	Review Frequency:	biennial	Next Due:	2024
Review Version	Decision Reference:		Synopsis:		
DOC/440996[v2.1]	Council Decision 038/22 22 February 2022		Reviewed with no changes.		
DOC/440996[v2]	Council Decision 252/19 17 September 2019		Reviewed with administrative changes		
Date Printed	16/02/2024				

10.1.4 Review of Council Policy: Asset Monitoring

File Ref:	COB/306
Applicant/Proponent:	Policy Review and Development Committee
Responsible Officer:	Odetta Robertson, Manager People and Safety
Responsible Manager:	Odetta Robertson, Manager People and Safety
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input type="checkbox"/> Legislative
Attachments:	Appendix 10.1.4-A: Council Policy Asset Monitoring

Summary

This report is presented to Council by the Policy Review and Development Committee (PRDC) to facilitate a review of current Council Policy Asset Monitoring. The policy was last reviewed in January 2022 and is now due for its biennial review.

Committee Recommendation

That Council notes the review of the Asset Monitoring Council Policy, with no changes recommended.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.3	Effectively manage the City's resources

Regional Impact Statement

Nil.

Background

This policy facilitates the protection of the City's assets and equipment, as well as assisting with the management of the City's mobile assets.

The City of Bunbury is committed to providing a safe work environment for its employees and the community in which unlawful, antisocial and inappropriate activity is kept to a minimum while respecting the individual rights of privacy.

The policy ensures that the possible use of workplace surveillance will be compliant with the requirements of relevant legislation, including the *Surveillance Device Act 1998*.

Council Policy Compliance

This report facilitates the review of an existing Council Policy.

Legislative Compliance

The *Surveillance Device Act 1998* requires organisations to have in place policies prior to any surveillance activities being implemented, to ensure all affected persons (employees) are fully aware of the City's intentions in this regard.

Officer Comments

The PRDC have undertaken a review of the current policy and do not recommend any changes as the content of the policy is considered appropriate.

A copy of the policy is attached at appendix 10.1.4-A.

Analysis of Financial and Budget Implications

Nil

Community Consultation

Nil

Elected Member/Officer Consultation

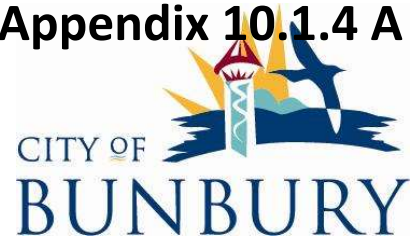
This matter is presented to Council by the Policy Review and Development Committee for consideration.

Applicant Consultation

N/A

Timeline: Council Decision Implementation

Immediate once Council have endorsed the recommendation.



ASSET MONITORING COUNCIL POLICY

POLICY STATEMENT

Surveillance may be deployed within the workplace in order to protect the assets and equipment of the City of Bunbury and improve community and employee safety and to assist in planning and management of mobile plant and equipment.

POLICY SCOPE

This policy outlines the development of workplace surveillance in the City of Bunbury.

The City of Bunbury Commitment:

The City of Bunbury is committed to providing a safe environment for its employees and the community in which unlawful, antisocial and inappropriate activity is kept to a minimum while respecting the individual rights of privacy. The City of Bunbury will ensure that the use of workplace surveillance complies with the requirements of the relevant legislation including the Surveillance Devices Act 1998 (WA)

POLICY DETAILS

Electronic Surveillance Devices

The City of Bunbury may deploy electronic surveillance devices to protect assets, equipment and people through the recording of unauthorised, unlawful, inappropriate or dangerous activity/incidents.

The City of Bunbury may deploy fixed and mobile cameras (of either motion/CCTV or still variety) in areas where assets or equipment are stored or commonly used, or in high risk work areas. Cameras may be placed in, around, or to view fixed or mobile locations.

Cameras should be placed in unobtrusive positions covering the area to be protected.

Cameras must not be placed inside toilets or change rooms, residences, or in such as positions as to view these premises.

The City of Bunbury will erect signs to inform employees and community members that cameras are in use.

Global Positioning System (GPS) devices may be utilised in vehicles or equipment where the operator is often required to work alone, where there is risks associated with the task being carried out by an employee or where the City of Bunbury has a need to monitor and protect that vehicle or equipment.

Staff Management:

The City of Bunbury will not deploy workplace surveillance for the general management of the City of Bunbury employee's. However, if any workplace surveillance demonstrates an employee acting in an

antisocial, inappropriate or unlawful manner, the City of Bunbury may use this information for disciplinary or other appropriate action.

Review and Retention

Images that indicate unauthorised or inappropriate activity, either through a record of that activity or due to interference with the camera, are to be referred to the Chief Executive Officer. The Chief Executive Officer will retain the images and any associated information in a secure, confidential location.

Consequences of Breaching this Policy

Any person engaged by the City of Bunbury found to have breached this policy may be subject to disciplinary action or dismissal, as appropriate. Criminal charges may also be applied, where appropriate.

Variation to this Policy

This policy may be cancelled or varied from time to time. All employees will be notified of any variation to this policy by correspondence.

COMPLIANCE REQUIREMENTS

LEGISLATION

- *Surveillance Devices Act 1998 (WA)*

INDUSTRY

ORGANISATIONAL

- *City of Bunbury Employee Code of Conduct*

Document Control					
Document Responsibilities:					
Owner:	Chief Executive Officer	Owner Business Unit:	Manager People and Safety		
Reviewer:	Manager People and Safety	Decision Maker:	Council		
Document Management:					
Adoption Details	Res 07/15 20 January 2015	Review Frequency:	biennial	Next Due:	2024
Review Version	Decision Reference:	Synopsis:			
DOC/455510[v1]	Council Decision 034/22 22 February 2022	Reviewed with no changes.			
DOC/455510[v1]		Converted from Mydocs to CM9			
CP-026747 v2.0	Res 131/19 28 May 2019	Reviewed and amended			
CP-026747 v1.0	Res 103/17 21 March 2017				
Date Printed	16 February 2024				

10.1.5 Review of Council Policy: Equal Opportunity

File Ref:	COB/306
Applicant/Proponent:	Policy Review and Development Committee
Responsible Officer:	Odetta Robertson, Manager People and Safety
Responsible Manager:	Odetta Robertson, Manager People and Safety
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input checked="" type="checkbox"/> Legislative
Attachments:	Appendix 10.1.5-A: Council Policy Equal Opportunity

Summary

This report is presented to Council by the Policy Review and Development Committee (PRDC) to facilitate a review of current Council Policy Equal Opportunity. The policy was last reviewed in February 2022 and is now due for its biennial review.

Committee Recommendation

That Council notes the review of the Equal Opportunity Council Policy, with no changes recommended.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.1	Provide strong, accountable leadership and governance

Regional Impact Statement

Nil.

Background

Initially a work procedure, Council Policy Equal Opportunity was adopted by Council on 22 June 1999 and last reviewed in February 2022. The purpose of the Policy is to ensure the fair and equitable treatment of persons accessing the City of Bunbury's services/facilities (members of the public) and/or in the course of employment with the City of Bunbury.

Council Policy Compliance

This report facilitates the review of an existing Council Policy.

Legislative Compliance

- *Local Government Act 1995*
- *Equal Opportunity Act 1984*
- *Fair Work Act 2009 (Cth)*
- *Age Discrimination Act 2004 (Cth)*
- *Workplace Gender Equality Act 2012 (Cth)*
- *Disability Discrimination Act 1992 (Cth)*
- *Sex Discrimination Act 1984 (Cth)*
- *Racial Discrimination Act 1975 (Cth)*

Officer Comments

The PRDC have undertaken a review of the current policy and do not recommend any changes as the content of the policy is considered appropriate.

A copy of the policy is attached at appendix 10.1.5 A.

Analysis of Financial and Budget Implications

The Policy will not have any impact on the budget.

Community Consultation

Nil

Elected Member/Officer Consultation

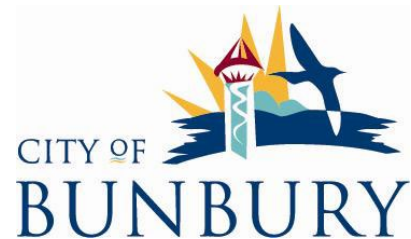
This matter is presented to Council by the Policy Review and Development Committee for consideration.

Applicant Consultation

N/A

Timeline: Council Decision Implementation

Immediate once Council have endorsed the recommendation.



EQUAL OPPORTUNITY COUNCIL POLICY

POLICY STATEMENT

To ensure the fair and equitable treatment of persons accessing the City of Bunbury's services / facilities (members of the public) and/or in the course of employment (employees) with the City of Bunbury

POLICY SCOPE

This policy applies to: City of Bunbury Staff

POLICY DETAILS

The City of Bunbury values an open and inclusive workforce with a focus on fairness and equity for employees and the community. The City has a commitment to Equal Opportunity (EO) under the obligations of the *Equal Opportunity Act 1984*. This commitment is reflected by the integration of the principles of EO into the City's Strategic Community Plan Code of Conduct, Management Policies and work practices.

The City's Equal Opportunity Management Plan will inform the direction, actions and training required under legislation for all City employees.

COMPLIANCE REQUIREMENTS

LEGISLATION

- *Local Government Act 1995*
- *Equal Opportunity Act 1984*
- *Fair Work Act 2009 (Cth)*
- *Age Discrimination Act 2004 (Cth)*
- *Workplace Gender Equality Act 2012 (Cth)*
- *Disability Discrimination Act 1992 (Cth)*
- *Sex Discrimination Act 1984 (Cth)*
- *Racial Discrimination Act 1975 (Cth)*

INDUSTRY

ORGANISATIONAL

- *City of Bunbury City Strategic Community Plan*
- *City of Bunbury Code of Conduct*
- *City of Bunbury Employee Relations Management Policy*
- *City of Bunbury Equal Opportunity Management Plan*

Document Control					
Document Responsibilities:					
Owner:	Chief Executive Officer		Owner Business Unit:	Manager People and Safety	
Reviewer:	Manager People and Safety		Decision Maker:	Council	
Document Management:					
Adoption Details	Res 332/99 22 June 1999	Review Frequency:	biennial	Next Due:	2024
Review Version	Decision Reference:	Synopsis:			
DOC/455718[v2]	Council Decision 035/22 22 February 2022	Reviewed with minor amendments			
DOC/455718[v1]		Migrated from Mydocs to CM9			
CP-028894 v2	Res 130/19 28 May 2019	Reviewed and amended			
CP-028894	Res 96/17 21 March 2017	Reviewed and amended			
	Res 143/15 12 May 2016				
	Res 121/10 29 June 2010	Reviewed			
Date Printed	16/02/2024				

10.1.6 Review of Council Policy: Recognition of Employee Service Upon Retirement or Resignation

File Ref:	COB/306
Applicant/Proponent:	Policy Review and Development Committee
Responsible Officer:	Odetta Robertson Manager People and Safety
Responsible Manager:	Odetta Robertson Manager People and Safety
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input type="checkbox"/> Legislative
Attachments:	Appendix 10.1.6 A: Council Policy Recognition of Employee Service Upon Retirement or Resignation

Summary

This report is presented to Council by the Policy Review and Development Committee (PRDC) to facilitate a review of current Council Policy Recognition of Employee Service Upon Retirement or Resignation. The policy was last reviewed in February 2022 and is now due for its biennial review.

Committee Recommendation

That Council notes the review of Council Policy Recognition of Employee Service Upon Retirement or Resignation, with no changes recommended.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.1	Provide strong, accountable leadership and governance

Regional Impact Statement

Nil.

Background

This policy was last reviewed in February 2022 and is now due for its biennial review.

Council Policy Compliance

This report facilitates the review of an existing Council Policy.

Legislative Compliance

Section 5.50 of the *Local Government Act 1995* requires a local government to have in place a policy in relation to employees whose employment with the local government is finishing, setting out the circumstances in which the local government will pay an employee an amount in addition to any amount to which the employee is entitled under a contract of employment or award relating to the employee, and the manner of assessment of the additional amount.

Officer Comments

The PRDC have undertaken a review of the Policy as presented at Appendix 10.1.6 A and suggest that the content of the current policy is appropriate and does not require amendment. The policy remains consistent with the wording contained in legislation.

Analysis of Financial and Budget Implications

Any payments made will be from existing budget lines for this purpose.

Community Consultation

Nil

Elected Member/Officer Consultation

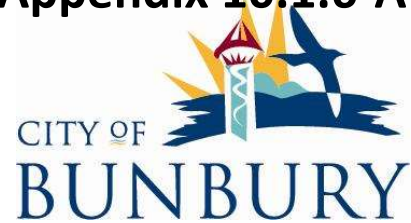
This matter is presented to Council by the Policy Review and Development Committee for consideration.

Applicant Consultation

N/A

Timeline: Council Decision Implementation

Immediate once Council have endorsed the recommendation.



RECOGNITION OF EMPLOYEE SERVICE UPON RETIREMENT OR RESIGNATION COUNCIL POLICY

POLICY STATEMENT

This policy establishes guidelines and outlines the circumstances in which, employees may be formally recognised and Gratuity Payments made, in accordance with Section 5.50 of the *Local Government Act 1995* (the Act).

POLICY SCOPE

This policy applies to: City of Bunbury employees

POLICY DETAILS

A Gratuity Payment, when made, is in addition to any amount that the employee is entitled to under a Contract of Employment, Enterprise Agreement or Award. This Policy acts as a standalone document. Contractual entitlements are as per the employees Letter of Offer.

The City of Bunbury recognises the service provided:

- By employees with 20 or more years continuous service, or
- By other employees who in the judgement of the CEO, have made a significant and valuable contribution to the organisation over a period less than 20 years continuously.

To show appreciation and give formal recognition to employees who have made extended or otherwise valuable contribution to the community, the Council and to promote positive workplace relations.

POLICY DETAILS:

The value of a payment or payments made under section 5.50(1) and (2) of the Act to an employee whose employment with Council finishes after 1 January 2010 will be made in accordance with Regulation 19A and is not to exceed in total:

- (a) The value of a person's final remuneration, if the person:
- Accepts voluntary severance by resigning as an employee; and
 - Is not a CEO or a senior employee whose employment is governed by a written contract in accordance with section 5.39

Or

- (b) In all other cases, \$5000.00

Special Circumstances

If special circumstances warrant, Council may at any time give consideration for a gratuity that is additional to that set out in this policy. In this instance public notice will be given of the additional gratuity.

COMPLIANCE REQUIREMENTS

LEGISLATION

- *Local Government Act 1995*
- *Local Government (Administration) Regulations 1996*

INDUSTRY

ORGANISATIONAL

Document Control					
Document Responsibilities:					
Owner:	Manager People and Safety	Owner Business Unit:	Manager People and Safety		
Reviewer:	Manager People and Safety	Decision Maker:	Council		
Document Management:					
Adoption Details	Res 332/99 22 June 1999 –	Review Frequency:	biennial	Next Due:	2024
Review Version	Decision Reference:	Synopsis:			
DOC/424593[v1]	Council Decision 036/22 22 February 2022	Reviewed with no changes			
DOC/424593[v1]	Council Decision 211/19 23 July 2019	Reviewed			
CP-028896	Res 174/17 16 May 2017	Reviewed and amended			
	Res 145/15 12 May 2015	Reviewed			
	Res 121/10 29 June 2010	Reviewed			
Date Printed	16 February 2024				

10.1.7 Review of Council Policy: Local Opportunities at City Run Events

File Ref:	COB/306
Applicant/Proponent:	Policy Review and Development Committee
Responsible Officer:	Elizabeth Dennis, Manager Community Connection
Responsible Manager:	Elizabeth Dennis, Manager Community Connection
Executive:	David Russell, A/Director Sustainable Communities
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input type="checkbox"/> Legislative
Attachments:	Appendix 10.1.7A: Revised Council Policy Local Opportunities at City Run Events

Summary

This report is presented to Council by the Policy Review and Development Committee (PRDC) to facilitate a review of current Council Policy Local Opportunities at City-Run Events. The policy was last reviewed by Council in February 2022.

A copy of the revised policy is at Appendix 10.1.7A.

Committee Recommendation

That Council adopted the unchanged Council Policy Local Opportunities at City-Run Events as presented at Appendix 10.1.7 A.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	People
Aspiration	A safe, healthy and connected community
Outcome	A growing hub of culture and creativity.
Objective	Grow participation in arts, culture and community events.

Regional Impact Statement

The policy prioritises opportunities for Bunbury Geographe-based vendors and performers at City-run events.

Background

This policy was adopted by Council in May 2019 as a recommendation by the then Bunbury Event Advisory Group, as a mechanism to prioritise opportunities for Bunbury Geographe-based vendors and performers at City-run events. The Policy was last reviewed in February 2022 with no changes.

Council Policy Compliance

This report facilitates the review of an existing Council Policy.

Legislative Compliance

Nil

Officer Comments

The PRDC have undertaken a review of the Policy as presented at Appendix 10.1.7 A and suggest that the content of the current policy is appropriate and does not require amendment. The policy remains consistent with the wording contained in legislation.

Analysis of Financial and Budget Implications

Nil

Community Consultation

Nil

Elected Member/Officer Consultation

This matter is presented to Council by the Policy Review and Development Committee for consideration.

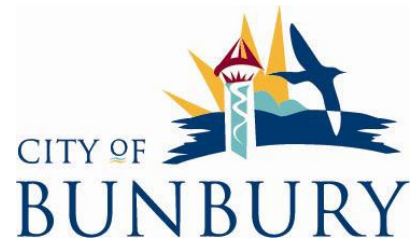
Applicant Consultation

N/A

Timeline: Council Decision Implementation

Immediate once Council have endorsed the recommendation.

Appendix 10.1.7 A



LOCAL OPPORTUNITIES AT CITY-RUN EVENTS COUNCIL POLICY

POLICY STATEMENT

To ensure that Council provides opportunities for Bunbury Geographe-based vendors and performers at City-run events.

POLICY SCOPE

This policy applies to: City of Bunbury staff, event vendors, event performers

POLICY DETAILS

The City of Bunbury delivers a small number of community events each year including its flagship Christmas in the City and Skyfest Australia Day Celebrations.

In order to support locally-run businesses, at each City-run event food vendors and stall holders registered in the Bunbury Geographe region and then the City of Bunbury will be prioritised by way of one and two extra points respectively in the application scoring matrix, which is set up to ensure the quality and diversity of food and retail options at events.

In addition, food vendors and stall holders registered in the Bunbury Geographe region will receive a 20% discount on applicable fees and charges, non-inclusive of power costs, as listed in the City's annual Fees & Charges.

In order to support local Bunbury Geographe-based performers at City-run events, staff will endeavour to secure high-quality performers from the region where possible, without compromising the quality, diversity and appealing nature of the event.

City Officers reserve the right to decline applications dependent on the previous behaviour and/ or reliability of vendors. City Officers reserve the right to allot event spaces to successful vendors as needed to suit the event format.

COMPLIANCE REQUIREMENTS

LEGISLATION

INDUSTRY

ORGANISATIONAL

City of Bunbury adopted Fees and Charges

Document Control					
Document Responsibilities:					
Owner:	Chief Executive Officer	Owner Business Unit:	Manager Community Services		
Reviewer:	Team Leader Community Partnerships	Decision Maker:	Council		
Document Management:					
Adoption Details	Adopted 14 May 2019 (118/19)	Review Frequency:	Biennial	Next Due:	May 2024
Review Version	Decision Reference:	Synopsis:			
DOC/455726[v2]	Council Decision 046/22 22 February 2022	Reviewed with minor additions.			
DOC/455726[v1]					
CP-044921 v0.1					
Date Printed					

10.2 Chief Executive Officer Reports

Nil

10.3 Director Strategy and Organisational Performance

10.3.1 Schedule of Accounts Paid for the period 1 January 2024 to 31 January 2024

File Ref:	COB/4736	
Applicant/Proponent:	Internal Report	
Responsible Officer:	David Ransom, Manager Finance	
Responsible Manager:	David Ransom, Manager Finance	
Executive:	Karin Strachan, Director Strategy & Organisational Performance	
Authority/Discretion:	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
Attachments:	Appendix 10.3.1 A : Schedule of Accounts Paid	

Summary

The City of Bunbury "*Schedule of Accounts Paid*" covering the period 1 January 2024 to 31 January 2024 is attached at Appendix 10.3.1 A. The schedule contains details of the following transactions;

1. Municipal Account – payments totalling \$15,954,428.73
2. Trust Account – payments totalling \$53,781.34
3. Visitor Information Centre Trust Account – payments totalling \$9,947.35

Executive Recommendation

The Schedule of Accounts Paid for the period 1 January 2024 to 31 January 2024 be received.

Voting Requirement: Simple Majority



SCHEDULE OF ACCOUNTS PAID

For the period 1 January 2024 to 31 January 2024

CITY OF BUNBURY

Municipal Account	2 - 67
Trust Account	68 - 69
Visitor Information Centre Trust Account	70 - 71

For further details on any payments made please contact
David Ransom on (08) 9792 7160; or
Vicki Gregg on (08) 9792 7162

City of Bunbury
Schedule of Accounts Paid for Period
1/01/2024 to 31/01/2024

COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
Cheque Payments					
00156744	10/01/2024	Petty Cash Recoup - Bunbury Wildlife Park			98.25
			INV 080124	Petty Cash	98.25
00156745	10/01/2024	Petty Cash Recoup - City of Bunbury			313.75
			INV 080124	Petty Cash	313.75
00156746	10/01/2024	Telstra Limited			67.82
			INV 9855808400/DEC23	Telephone Charges - BVIC	34.95
			INV 9774657700/JAN24	Telephone Charges - BVIC	32.87
00156747	10/01/2024	Water Corporation			564.64
			INV 9006418433/JAN24	Service Charges - 01/01/2024 to 29/02/2024	399.12
			INV 9006412437/JAN23	Service Charges - 01/01/2024 to 29/02/2024	33.70
			INV 9025142903/DEC23	Trade Waste Permit - Forrest Park Sports Pavilion	131.82
00156748	17/01/2024	Department of Transport - Marine Registrations			90.20
			INV 41000110980	Jetty Renewal Fee - LM3488	45.10
			INV 041000110943	Jetty Renewal Fee - LM1350	45.10
00156749	17/01/2024	Telstra Limited			5,843.23
			INV 2405239282/JAN24	Telephone Charges - Rates SMS	2.70
			INV 4771557545/JAN24	Telephone Charges - Mobiles (2) Rainman SIMs	493.54
			INV 4771557305/JAN24	Telephone Charges - COB Mobile Phone Account	5,346.99
00156750	17/01/2024	CANCELLED			0.00
				Cancelled Cheque	
00156751	17/01/2024	Water Corporation			9,540.22
			INV 9006440593/JAN24	Service Charges - 01/01/2024 to 29/02/2024	93.33
			INV 9006415152/JAN24	Service Charges - 01/01/2024 to 29/02/2024	224.39
			INV 9006438960/JAN24	Service Charges - 01/01/2024 to 29/02/2024	1,119.94
			INV 9020372398/JAN24	Service Charges - 01/01/2024 to 29/02/2024	202.55
			INV 9006413907/JAN24	Service Charges - 01/01/2024 to 29/02/2024	180.70
			INV 9006413544/JAN24	Service Charges - 01/01/2024 to 29/02/2024	202.55
			INV 9023690906/JAN24	Service Charges - 01/01/2024 to 29/02/2024	71.49
			INV 9023612545/JAN24	Service Charges - 01/01/2024 to 29/02/2024	224.39
			INV 9022481256/JAN24	Service Charges - 01/01/2024 to 29/02/2024	93.33
			INV 9017114574/JAN24	Service Charges - 01/01/2024 to 29/02/2024	49.65
			INV 9016188934/JAN24	Service Charges - 01/01/2024 to 29/02/2024	115.18
			INV 9013554038/JAN24	Service Charges - 01/01/2024 to 29/02/2024	530.19
			INV 9013424807/JAN24	Service Charges - 01/01/2024 to 29/02/2024	224.39
			INV 9013424671/JAN24	Service Charges - 01/01/2024 to 29/02/2024	158.86
			INV 9011600811/JAN24	Service Charges - 01/01/2024 to 29/02/2024	71.49
			INV 9010734420/JAN24	Service Charges - 01/01/2024 to 29/02/2024	71.49

City of Bunbury
Schedule of Accounts Paid for Period
1/01/2024 to 31/01/2024

COB Municipal Account

Reference No.	Date	Payee	Description	Amount
			INV 9009784711/JAN24 Service Charges - 01/01/2024 to 29/02/2024	115.18
			INV 9009036596/JAN24 Service Charges - 01/01/2024 to 29/02/2024	71.49
			INV 9008869844/JAN24 Service Charges - 01/01/2024 to 29/02/2024	115.18
			INV 9006495826/JAN24 Service Charges - 01/01/2024 to 29/02/2024	1,076.25
			INV 9006488132/JAN24 Service Charges - 01/01/2024 to 29/02/2024	246.23
			INV 9006479711/JAN24 Service Charges - 01/01/2024 to 29/02/2024	202.55
			INV 9006473635/JAN24 Service Charges - 01/01/2024 to 29/02/2024	115.18
			INV 9006455090/JAN24 Service Charges - 01/01/2024 to 29/02/2024	71.49
			INV 9006431881/JAN24 Service Charges - 01/01/2024 to 29/02/2024	617.56
			INV 9006424710/JAN24 Service Charges - 01/01/2024 to 29/02/2024	49.65
			INV 9006421173/JAN24 Service Charges - 01/01/2024 to 29/02/2024	180.70
			INV 9020636613/JAN24 Service Charges - 01/01/2024 to 29/02/2024	224.39
			INV 9006503304/JAN24 Service Charges - 01/01/2024 to 29/02/2024	552.03
			INV 9006494794/JAN24 Service Charges - 01/01/2024 to 29/02/2024	829.00
			INV 9006438995/JAN24 Service Charges - 01/01/2024 to 29/02/2024	835.98
			INV 9006428033/JAN24 Service Charges - 01/01/2024 to 29/02/2024	71.49
			INV 9006415160/JAN24 Service Charges - 01/01/2024 to 29/02/2024	268.07
			INV 9006414256/JAN24 Service Charges - 01/01/2024 to 29/02/2024	263.88
00156752	23/01/2024	Water Corporation		5,160.95
			INV 9011702404/JAN24 Consumption & Service Charges - 08/11/23 to 29/02/24	3,362.99
			INV 9010357995/JAN24 Consumption & Service Charges - 10/11/23 to 29/02/24	288.97
			INV 9008894687/JAN24 Consumption & Service Charges - 10/11/23 to 29/02/24	231.63
			INV 9008861586/JAN24 Consumption Charges - 10/11/2023 to 10/01/2024	10.42
			INV 9011486107/JAN24 SWSC Sewer Volume Charges - 30/09/23 to 18/12/23	1,266.94
00156753	31/01/2024	Janis Rudolfs Nedela		220.00
			INV 17092023 Valuation of Howard Taylor Work - BRAG	220.00
00156754	31/01/2024	Telstra Limited		34.95
			INV 9855808400/JAN24 Telephone Charges - BVIC	34.95
Total: Cheque Payments				5,160.95
EFT Payments				
7718.6749-01	03/01/2024	Smith Constructions WA		158,669.29
			INV INV-02234 Forrest Park Sports Pavilion - Claim 3	158,669.29
7719.11013-01	03/01/2024	Michael Benjamin Dodd		82.02
			INV ASN7213 Rates Refund	82.02
7719.11019-01	03/01/2024	Demarte Developments Pty Ltd		349.82
			INV ASN17139 Rates Refund	349.82
7719.1538-01	03/01/2024	Elders Southern Districts Estate Agency		510.66
			INV ASN7873 Rates Refund	510.66

City of Bunbury
Schedule of Accounts Paid for Period
1/01/2024 to 31/01/2024

COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
7720.10055-01	03/01/2024	Kilmore Group Pty Ltd T/A Timberbuilt Australia			79,705.67
			INV	INV-23.1425 Design & Construct Boulters Heights Staircase	79,705.67
7720.10065-01	03/01/2024	Malatesta Group Holdings Pty Ltd T/A Malatesta Road Paving & Hot Mix			79,990.58
			INV	SINV03782 Hotmix, Profiling, Sweeping - Victoria Street	79,250.58
			INV	SINV03903 Asphalt	200.00
			INV	SINV03899 Asphalt	400.00
			INV	SINV03932 Greenwaste Fee	140.00
7720.10085-01	03/01/2024	Cornerstone Legal WA Pty Ltd			1,452.00
			INV	22006 Legal Fees	1,452.00
7720.10171-01	03/01/2024	NTT Australia Pty Ltd T/A Dimension Data Australia Pty Ltd			63,945.86
			INV	90996631 Dell EMC Hardware & Software Maintenance Renewal	63,945.86
7720.10248-01	03/01/2024	Karyn Rowe			182.00
			INV	UMPIRE.21/12/23 SWSC Umpire Netball - 11/12/2023 to 21/12/2023	182.00
7720.10283-01	03/01/2024	Ms E Denniss			83.89
			INV	Reimburse1412 Staff Reimbursement - Realtime Board Inc Subscription	83.89
7720.10304-01	03/01/2024	MK Frazer & SM Frazer T/A Blank Slate Creative			1,100.00
			INV	268 Blair Street Pavement Art Design Revisions	1,100.00
7720.10314-01	03/01/2024	Davenport Plumbing			21,714.69
			INV	16254 SWSC boiler - Investigate fault	2,690.32
			INV	16273 ANZAC Park water meter	198.48
			INV	16308 Pelican Point - Bore Repairs	339.43
			INV	16266 Withers Library - Replace Tap Mixer	466.75
			INV	16314 Erica Entrance - Retic Repairs	1,416.41
			INV	16320 Plumbing Repairs - Pelican Point Toilets	134.92
			INV	16319 Plumbing Repairs - Maidens Toilets	134.92
			INV	16255 Plumbing Repairs - Hungry Hollow Toilets	143.72
			INV	16256 Plumbing Repairs - Maidens Toilets	143.72
			INV	16257 Plumbing Repairs - Ocean Dr (SLSC) Toilets	188.82
			INV	16258 Plumbing Repairs - Jaycee Park Toilets	143.72
			INV	16259 Plumbing Repairs - Jaycee Park Toilets	90.20
			INV	16260 Plumbing Repairs - Koombana Bay Toilets	188.82
			INV	16316 Plumbing Repairs - Bus Station Toilets	216.32
			INV	16262 Plumbing Repairs - Stephen Street Exeloo	90.20
			INV	16264 Plumbing Repairs - Holman Street Toilets	143.72
			INV	16265 Plumbing Repairs - Stephen Street Exeloo	188.82
			INV	16269 Plumbing Repairs - Stephen Street Exeloo	134.92
			INV	16270 Plumbing Repairs - Koombana Bay Toilets	175.62
			INV	16271 Ocean Dr (SLSC) Back Beach Copper Pipe Replacement	881.45

City of Bunbury
Schedule of Accounts Paid for Period
1/01/2024 to 31/01/2024

COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
			INV 16301 Plumbing Repairs - Sykes Foreshore Toilets	134.92
			INV 16302 Plumbing Repairs - Queens Garden Toilets	134.92
			INV 16303 Plumbing Repairs - Koolambidi Woola Toilets	134.92
			INV 16304 Plumbing Repairs - Kelly Park Toilets	177.67
			INV 16305 Plumbing Repairs - Stephen Street Exeloo	396.72
			INV 16306 Plumbing Repairs - Koombana Bay Men's Showers	542.00
			INV 16310 Plumbing Repairs - Hungry Hollow Toilets	216.32
			INV 16311 Plumbing Repairs - Ocean Dr (SLSC) Back Beach Toilets	175.62
			INV 16312 Plumbing Repairs - Sykes Foreshore Toilets	175.62
			INV 16313 Plumbing Repairs - Stephen Street Exeloo	134.92
			INV 16315 Plumbing Repairs - St Marks Toilets Broken Pipework	103.40
			INV 16307 SWSC - Service and Replace Steam Gen Filters	1,303.50
			INV 16318 Plumbing Repairs - Koombana Bay	134.92
			INV 16261 Plumbing Repairs - Koolambidi Woola	505.02
			INV 16322 Plumbing Repairs - Hungry Hollow Toilets	391.22
			INV 16323 Plumbing Repairs - Pelican Point Toilets	134.92
			INV 16339 Plumbing Repairs - Pelican Point Toilets	134.92
			INV 16275 Plumbing Repairs - Big Swamp - Broken Toilet Seat	158.50
			INV 16277 Plumbing Repairs - Stephen Street Exeloo	134.92
			INV 16278 Plumbing Repairs - Koolambidi Woola Toilets	134.92
			INV 16279 Plumbing Repairs - Hay Park Multisport Pavilion	686.13
			INV 16280 Plumbing Repairs - Paisley Centre Toilets	134.92
			INV 16282 Plumbing Repairs - Pelican Point Leric & Venezia Toilets	90.20
			INV 16283 Plumbing Repairs - SWSC Male Toilets	143.72
			INV 16284 Plumbing Repairs - Mangles/Hasties Toilets	143.72
			INV 16285 Plumbing Repairs - Koolambidi Woola Toilets	143.72
			INV 16286 Plumbing Repairs - Maidens Toilets	134.92
			INV 16287 Plumbing Repairs - Jetty Baths Toilets	90.20
			INV 16288 Plumbing Repairs - Powerboat Club Toilets	143.72
			INV 16289 Plumbing Repairs - Stephen Street Exeloo	90.20
			INV 16290 Plumbing Repairs - Bus Station Toilets	143.72
			INV 16291 Plumbing Repairs - Big Swamp Toilets	143.72
			INV 16149 Plumbing Repairs - Administration Building	5,476.34
			INV 16324 Plumbing Repairs - SWSC Toilets	678.31
7720.10345-01	03/01/2024	The Trustee for P & H Unit Trust T/A Laundry Services Bunbury		262.47
			INV INV-3383 Laundry Services for Meat Inspectors	129.09
			INV INV-3427 Laundry Services for Meat Inspectors	133.38
7720.10346-01	03/01/2024	Ian Richard Daniell		500.00

City of Bunbury
Schedule of Accounts Paid for Period
1/01/2024 to 31/01/2024

COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
			INV	14/12/23 SWAN Artist Fee - BRAG	500.00
7720.10390-01	03/01/2024	OverDrive Australia Pty Ltd			656.92
			INV	03616CO23427767 Library Digital Resources	656.92
7720.10551-01	03/01/2024	Engeny Australia Pty Ltd			3,575.00
			INV	29558WC COB Catchment Study Drainage Consultancy Services	3,575.00
7720.1056-01	03/01/2024	Leisure Institute of Western Australia Aquatics Inc			140.00
			INV	4385 LIWA Membership - SWSC	140.00
7720.10640-01	03/01/2024	WA Laser Engraving			49.50
			INV	D0931 Staff Awards	49.50
7720.10643-01	03/01/2024	Superior Food Group T/A Staley Food & Packaging			21.94
			INV	1986441 Retail Packing Supplies - BRAG	7.52
			INV	1974145 Coffee - BRAG	5.50
			INV	5681557 Cafe Catering - SWSC	8.92
7720.10691-01	03/01/2024	Blue Hire			9,240.00
			INV	INV-4428 Dewatering Pumpset Services - Hay Park Drainage	9,240.00
7720.10717-01	03/01/2024	Sigma Chemicals			356.40
			INV	176519/01 Underwater Glue - SWSC	356.40
7720.10722-01	03/01/2024	Ready Industries Pty Ltd T/A 1300TempFence			955.90
			INV	N1973700001 Temporary Fence Hire - Graham Bicknell Music Shell	955.90
7720.10765-01	03/01/2024	Conference House Perth Pty Ltd T/A Karstens			4,662.82
			INV	40630 AICD Event	4,662.82
7720.10870-01	03/01/2024	TLS Productions Pty Ltd			29,586.70
			INV	INV-15481 AV Equipment Hire & Productions - Christmas in the City	29,586.70
7720.10875-01	03/01/2024	AAHR Investments Pty Ltd T/A Poolwerx Bunbury			108.00
			INV	INVBBy1046 Public Art Service - Revolving Ball	108.00
7720.10973-01	03/01/2024	Clare A Stroud T/A Stroudesign			1,631.81
			INV	BRAG1223 Stuart Elliott Exhibition Install	1,631.81
7720.10974-01	03/01/2024	Summer Kaylen Brinkworth T/A Myrtle Creative			1,000.00
			INV	INV-0055 Acknowledgement of Country Artwork Signage	1,000.00
7720.11001-01	03/01/2024	BMT Commercial Australia Pty Ltd			16,500.00
			INV	36202 Preparation of Options Report for Marlston Jetty	16,500.00
7720.11009-01	03/01/2024	Aaron Stephen Rogers T/A Astral signs			429.00
			INV	102077 Signs - BWP	429.00
7720.11012-01	03/01/2024	Interactcard Australia Pty Ltd			1,137.95
			INV	100380 Lanyards/Card Holders	1,137.95
7720.11016-01	03/01/2024	Anstarr Enterprises Pty Ltd			495.00
			INV	IV00000000087 Fencing - Graham Bricknell Music Shell	495.00
7720.1183-01	03/01/2024	Metrocount			10,851.50

City of Bunbury
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COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>	
			INV	INV032401	RoadPod VT - Vehicle Tube Counter & Classifier	10,851.50
7720.1293-01	03/01/2024	Our Community Pty Ltd				13,250.00
			INV	70584	Smartygrants Annual Subscription	13,250.00
7720.1571-01	03/01/2024	Steann Pty Ltd				79,242.47
			INV	14323	Bulk Verge Hardwaste Collection November 2023	79,242.47
7720.1574-01	03/01/2024	Steve's Bobcat & Truck Hire				3,960.00
			INV	M0032	Turf Removal	1,485.00
			INV	M0031	Turf Removal	2,475.00
7720.161-01	03/01/2024	BCE Surveying Pty Ltd				1,639.00
			INV	14940	Hands Oval Scope 2 Ground Water Survey	1,639.00
7720.1623-01	03/01/2024	South West Septics				4,143.70
			INV	IV0000006088	Waste Oil Sumps Emptied - Depot	4,143.70
7720.1709-01	03/01/2024	Total Eden Pty Ltd / Nutrien Water				10,720.35
			INV	412960787	Retic Parts	6,386.44
			INV	412962993	Retic Parts	548.35
			INV	412965858	Retic Parts	2,193.40
			INV	412963025	Retic Parts	1,592.16
7720.171-01	03/01/2024	Bell Fire Equipment Company Pty Ltd				55.00
			INV	INV-17518	SCBA Set Service - SWSC	55.00
7720.1716-01	03/01/2024	Tourism Council WA				649.00
			INV	R-01224-407	Membership Renewal - Bunbury Wildlife Park	649.00
7720.1747-01	03/01/2024	U R Safe Pty Ltd				1,122.00
			INV	20911	Electric Security Fence/Repairs - Depot	764.50
			INV	20912	Electric Fence Service - BWP	357.50
7720.1838-01	03/01/2024	Synergy				4,506.04
			INV	923704110/DEC23	Electricity Charges - 18/10/2023 to 12/12/2023	112.88
			INV	292963980/DEC23	Electricity Charges - 19/10/2023 to 15/12/2023	131.98
			INV	211563930/DEC23	Electricity Charges - 19/10/2023 to 13/12/2023	164.75
			INV	978187310/DEC23	Electricity Charges - 18/10/2023 to 12/12/2023	459.81
			INV	370360330/DEC23	Electricity Charges - 17/10/2023 to 13/12/2023	723.60
			INV	249645210/DEC23	Electricity Charges - 20/10/2023 to 15/12/2023	112.41
			INV	292738910/DEC23	Electricity Charges - 20/10/2023 to 15/12/2023	118.86
			INV	361833700/DEC23	Electricity Charges - 22/10/2023 to 19/12/2023	1,147.23
			INV	176283230/DEC23	Electricity Charges - 18/10/2023 to 14/12/2023	166.24
			INV	819403950/DEC23	Electricity Charges - 17/10/2023 to 13/12/2023	330.42
			INV	614440990/DEC23	Electricity Charges - 18/10/2023 to 14/12/2023	149.67
			INV	216487150/DEC23	Electricity Charges - 19/10/2023 to 13/12/2023	386.62
			INV	478182350/DEC23	Electricity Charges - 20/10/2023 to 15/12/2023	117.62

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			INV	892965710/DEC23 Electricity Charges - 18/10/2023 to 12/12/2023	177.33
			INV	485944190/DEC23 Electricity Charges - 20/10/2023 to 15/12/2023	206.62
7720.1867-01	03/01/2024	Work Clobber - Bunbury			2,015.18
			INV	23-00026514 PPE Boots - Administration	176.40
			INV	23-00026184 PPE Boots - Rangers	189.00
			INV	23-00026181 Staff Uniform - Rangers	189.00
			INV	23-00026431 PPE Boots - Rangers	153.58
			INV	23-00026237 PPE Boots - Infrastructure	197.10
			INV	23-00024736 PPE Boots - Infrastructure	161.96
			INV	23-00026238 PPE Boots - Infrastructure	197.10
			INV	23-00024805 Work Clobber - Infrastructure	390.14
			INV	23-00026978 PPE Boots - Infrastructure	184.50
			INV	23-00026549 PPE Boots - Administration	176.40
7720.2109-01	03/01/2024	ALS Library Services Pty Ltd			1,260.16
			INV	103561 Library Local Stock	542.64
			INV	103562 Library Local Stock	29.99
			INV	103563 Library Local Stock	296.36
			INV	102937 Library Local Stock	26.98
			INV	102939 Library Local Stock	29.99
			INV	102940 Library Local Stock	137.07
			INV	102938 Library Local Stock	197.13
7720.2202-01	03/01/2024	Woolworths Limited			665.62
			INV	6623498 Library Christmas Craft & Quiz Workshop Supplies	41.00
			INV	6623718 Library Christmas Craft & Quiz Workshop Supplies	48.44
			INV	6666033 BWP Christmas Essentials	53.43
			INV	6611245 BWP - Milk	4.50
			INV	6553402 Library School Holiday Supplies Harry Potter Quiz	88.25
			INV	6711678 There With Care Support Solutions - Street Parade	400.00
			INV	6661624 SWSC Cafe Supplies	30.00
7720.2209-01	03/01/2024	Bidfood Australia (SWSC)			2,124.12
			INV	161278228.BRY SWSC Cafe Supplies	48.38
			INV	161248088.BRY SWSC Cafe Supplies	1,229.62
			INV	161294587.BRY SWSC Cafe Supplies	846.12
7720.2430-01	03/01/2024	Picton Automotive Engineering			532.25
			INV	39725 Plant Service - BY705	532.25
7720.256-01	03/01/2024	Bunbury Cleaning Services			3,427.60
			INV	11982 Cleaning Services - Christmas in the City 2023	3,427.60
7720.2601-01	03/01/2024	Environmental Industries Pty Ltd			1,787.50

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COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>	
			INV	INV30193	Bunbury Waterfront Stage 2B Landscape Maintenance	1,787.50
7720.2693-01	03/01/2024	Kmart				24.00
			INV	208480	Mugs - SWSC	24.00
7720.271-01	03/01/2024	Bunbury Harvey Regional Council				92,514.97
			INV	INV-4173	Waste Disposal Cleanaway - November 2023	47,212.37
			INV	INV-4202	Waste Disposal Cleanaway - Bulk Hardwaste	45,302.60
7720.2715-01	03/01/2024	West Australian Performing Arts Eisteddfod				20,000.00
			INV	INV-0001	Grant Funding	20,000.00
7720.297-01	03/01/2024	Bunbury Plastics				1,600.00
			INV	85467	Display Screen Replacement - SSAC	1,600.00
7720.3-01	03/01/2024	A & L Printers				391.00
			INV	62999	Panel Label Didactics - BRAG	194.00
			INV	63023	Postcard Prints - Seamus Hughes - SWAN Exhibition	197.00
7720.3204-01	03/01/2024	PFD Food Services Pty Ltd				3,678.70
			INV	LI634558	SWSC Cafe Supplies	125.40
			INV	LI647723	SWSC Cafe Supplies	1,782.00
			INV	LI676650	SWSC Cafe Supplies	1,771.30
7720.335-01	03/01/2024	Bunnings Group Limited				2,065.63
			INV	2179/01126550	Ladder - Community Safety & Emergency Management	203.15
			INV	2179/01548305	Community Safety and Emergency Management Supplies	857.65
			INV	2179/01652217	General Purpose Cement	233.80
			INV	2179/01653107	Autosol, Super Glue & Mounting Tape	38.26
			INV	2179/00290514	Pipe and Fittings	83.43
			INV	2179/01246145	Hose Connections	95.00
			INV	2179/01248139	Retic and Batteries for BWP	233.46
			INV	2179/01246217	Sprinklers, Brush and Rakes	320.88
7720.3361-01	03/01/2024	The Scout Association of Australia				1,500.00
			INV	10235	Waste Management Christmas in the City	1,500.00
7720.3376-01	03/01/2024	Sonic HealthPlus				881.12
			INV	3122090	Employment Medicals	440.56
			INV	3122089	Employment Medicals	440.56
7720.3502-01	03/01/2024	Busiclean Australia				810.00
			INV	INV-17023	Swim Nappies - SWSC	810.00
7720.3637-01	03/01/2024	MJB Industries Pty Ltd				769.23
			INV	12776	Hay Park Drainage Materials - Spun Liner	769.23
7720.3665-01	03/01/2024	Prime Industrial Products Pty Ltd T/A Prime Supplies				1,848.28
			INV	240364326	Eye Wash	237.44
			INV	240365071	Gloves	7.92

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COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
			INV	260229675 Car Polish	569.05
			INV	240365941 Chain	83.12
			INV	240366013 Out of Service Tags	302.50
			INV	240366033 Pruning Saw Chain	398.20
			INV	240366106 Strapping	250.05
7720.371-01	03/01/2024	Carbone Bros Pty Ltd			396.00
			INV	1105158 Select Sand Fill	396.00
7720.3848-01	03/01/2024	Bunbury Farmers Market			639.68
			INV	10433830190 SWSC Cafe Supplies	35.94
			INV	10833530040 Catering - Community Environmental Reference Group	553.75
			INV	10825230019 Courtney Gift for Japanese Consul General	49.99
7720.3888-01	03/01/2024	Greenacres Turf Farm			2,306.70
			INV	65520 Turf Installation - Herbert Road	2,306.70
7720.3958-01	03/01/2024	JCW Electrical Pty Ltd			559.36
			INV	22931 Electrical Maintenance - Koombana Drive	217.53
			INV	22934 Electrical Maintenance - Senior Citizens Centre	217.53
			INV	21142 Electrical Maintenance - BRAG Studio 2	124.30
7720.4014-01	03/01/2024	Bunbury Geographe Seniors and Community Centre Inc.			13,750.00
			INV	INV-2603 Operational Funding 2023/2024 - 2nd Quarter	13,750.00
7720.4164-01	03/01/2024	ERG Electrics Pty Ltd			712.80
			INV	10885 Electrical & Lighting Supplies - Halsey/Prinsep/Carmody Place	712.80
7720.4167-01	03/01/2024	The Print Shop Bunbury			1,144.00
			INV	1623007 Animal Life Size Cut Outs & Birthday Banner - BWP	1,144.00
7720.4296-01	03/01/2024	ThinkWater Bunbury			558.79
			INV	714910 Reticulation Repairs - BWP	558.79
7720.446-01	03/01/2024	Civica Pty Ltd			2,721.40
			INV	C/LGO35052 Authority ASA Account Top Up - November 2023	2,721.40
7720.4505-01	03/01/2024	CipherTel Pty Ltd			3,300.00
			INV	16378 Depot Microwave Link - December 2023	3,300.00
7720.4588-01	03/01/2024	Brecken Health Care			58.74
			INV	1696161 Waste Operations - Pathology Tests	58.74
7720.462-02	03/01/2024	Coca Cola Amatil (Aust) Pty Ltd			3,392.81
			INV	232911275 SWSC Cafe Supplies	3,392.81
7720.4858-01	03/01/2024	Arbor Guy			22,217.35
			INV	91330 Tree Maintenance - Dodson Road	7,166.31
			INV	91331 Tree Maintenance - Wilkerson Way	1,347.19
			INV	91340 Tree Maintenance - Columba Street	839.92
			INV	91341 Tree Maintenance - Prince Phillip Drive	1,406.59

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			INV 91342	Tree Maintenance - Minnipup Road	332.64
			INV 91343	Tree Maintenance - Shenton Street	361.15
			INV 91345	Tree Maintenance - Snakewood Bend	332.64
			INV 91344	Tree Maintenance - Birch Street	332.64
			INV 91347	Tree Maintenance - Hudson Road	349.27
			INV 91348	Tree Maintenance - Kimber Street	839.92
			INV 91349	Tree Maintenance - Wilkes Street	945.65
			INV 91350	Tree Maintenance - Montgomery Road	1,679.83
			INV 91352	Tree Maintenance - Symmons/Victoria Street	665.28
			INV 91351	Tree Maintenance - Blair Street	2,503.12
			INV 91361	Tree Maintenance - Bunbury Airport	3,115.20
7720.4891-01	03/01/2024	Data#3 Ltd			3,694.54
			INV SIN000170125	Cloud Storage - Annual Renewal	3,694.54
7720.50-01	03/01/2024	Onsite Rental Group Operations Pty Ltd			8,700.73
			INV 3762376	Equipment Hire - Christmas in the City 2023	8,567.45
			INV 3762288	Scissor Lift Hire - Graham Bricknell Music Shell	133.28
7720.5341-01	03/01/2024	Collette Howard			500.00
			INV 324	Ballroom Dancing Performance - Museum	500.00
7720.5412-01	03/01/2024	Picton Civil Pty Ltd			24,740.38
			INV P19013	Excavator Machinery Hire - Ocean Drive	15,527.88
			INV P18989	Grader Machinery Hire - Ocean Drive	1,210.00
			INV P18985	Grader Machinery Hire - Ocean Drive	605.00
			INV P18980	Excavator Machinery Hire - Ocean Drive	1,210.00
			INV P19014	Semi Tipper Machinery Hire - Punchbowl Caravan Park	6,187.50
7720.5467-01	03/01/2024	JB Hi-Fi Group Pty Ltd			1,754.00
			INV BD1327491	IT Equipment - Bluetooth Mouse/Docking Stations	1,754.00
7720.5725-01	03/01/2024	Officeworks Superstores Pty Ltd - Bunbury (50693711)			968.91
			INV 611229429	Cube Shelving - Museum	242.00
			INV 611240537	Gym Drawers/Shelving - SWSC	581.35
			INV 606409211	IT Equipment - 2 Port Charger and Speaker	96.00
			INV 611188566	Stationery - Museum	49.56
7720.5741-01	03/01/2024	Picton Tyre Centre Pty Ltd			269.00
			INV N80989	Spare Tyre - BYCITY1	269.00
7720.591-01	03/01/2024	Landgate			963.94
			INV 389910	2023/2024 Interim Rates Schedule	963.94
7720.6016-01	03/01/2024	Codee-Lee Down			8,950.00
			INV 11/12/2023	Concert Coordinator - CITC 2023	3,500.00
			INV 11/12/2023	Lyric Videos/Multitracks - CITC 2023	925.00

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			INV	11/12/2023	Musician Fees & Audio Engineer - CITC 2023	4,525.00
7720.6045-01	03/01/2024	IXOM Operations Pty Ltd				4,119.98
			INV	6751225	Chlorine Gas - SWSC	4,119.98
7720.6087-01	03/01/2024	Taj Kempe				1,250.00
			INV	INV-0275	Spring Lifestyle Photoshoot - Library	1,250.00
7720.6122-01	03/01/2024	The Trustee for the Tecon WA Unit Trust T/A Tecon Australia				198.00
			INV	INV-3112	Building Surveying Services	198.00
7720.6221-01	03/01/2024	West Australian Newspapers Ltd - SWSC				87.46
			INV	73610122023	Newspapers - SWSC	87.46
7720.6230-01	03/01/2024	Bunbury Towing & Busselton Towing Service				140.00
			INV	INV-47912	Vehicle Towing Charges	140.00
7720.6266-01	03/01/2024	CB Traffic Solutions Pty Ltd				26,668.13
			INV	14507	Traffic Management - Victoria Street Music Event	893.75
			INV	14670	Traffic Management - Beach Road	3,313.75
			INV	14673	Traffic Management - Hay Park Drainage	3,055.80
			INV	14672	Traffic Management - Ocean Drive	6,209.50
			INV	14674	Traffic Management - Picton Crescent	2,013.00
			INV	14671	Traffic Management - Christmas in the City	7,717.33
			INV	14675	Tree Watering - Various Locations	3,465.00
7720.6333-01	03/01/2024	Equans Mechanical Services Australia Pty Ltd				1,955.40
			INV	2569466	Aircon Maintenance - BWP	163.03
			INV	2569400	Aircon Maintenance - Administration	1,491.38
			INV	2563284	Aircon Maintenance - BREC	300.99
7720.6657-01	03/01/2024	B & B Street Sweeping Pty Ltd				3,696.00
			INV	INV-11048	Street Sweeper Hire - Victoria Street	3,696.00
7720.6721-01	03/01/2024	Department of Local Government, Sport and Cultural Industries				2,121.43
			INV	RI036874	Local Government Standards Panel Fees 2022/2023	2,121.43
7720.6787-01	03/01/2024	McDonald Fencing				363.00
			INV	INV-6700	Reinstate Access Gate & Wing Panel - SSAC	363.00
7720.6798-01	03/01/2024	WINC Australia Pty Ltd				754.32
			INV	9044115522	Stationery - Library	185.42
			INV	9044153518	Stationery - BRAG	134.77
			INV	9044159947	Stationery - BRAG	87.62
			INV	9044166053	2024 Diary Orders	247.78
			INV	9044115526	Stationery - Administration	83.01
			INV	9044123664	Stationery - Administration	15.72
7720.6840-01	03/01/2024	Xtreme Bounce Party Hire				0.00

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7720.6908-01	03/01/2024	South West Aboriginal Medical Services			3,300.00
			INV	INV2028534985 Grant Funding 2022/23 - NAIDOC Week	3,300.00
7720.6936-01	03/01/2024	Maia Financial Pty Limited			59,758.47
			INV	C42640 Smart Parking Management System - December 2023	9,785.92
			INV	C42948 SWSC Cardio Gym Equipment Lease - January to March 24	49,972.55
7720.7036-01	03/01/2024	Octagon Lifts Pty Ltd			3,019.23
			INV	63402 GSM Auto Dialler Installation - Administration Lift	1,934.72
			INV	63401 GSM Auto Dialler Installation - Library Lift	1,084.51
7720.7131-01	03/01/2024	PFI Supplies			140.00
			INV	70455 Paper Towel Dispensers	140.00
7720.7151-01	03/01/2024	Procare Locksmiths			264.00
			INV	15937 Australian Fire Danger Rating System Signs Locks	264.00
7720.7206-01	03/01/2024	Active Discovery			109,997.80
			INV	182499 Bob Howells Park Playground Upgrades	109,997.80
7720.7330-01	03/01/2024	Tuff Stuff Washrooms			1,891.56
			INV	2704 Jumbo Toilet Roll Holders	1,891.56
7720.739-01	03/01/2024	Brownes Food Operations Pty Ltd			714.26
			INV	17559449 SWSC Cafe Supplies	714.26
7720.7738-01	03/01/2024	Maxxia Pty Ltd			2,482.44
			INV	NOVATED LEASE Novated Lease	2,482.44
7720.7860-01	03/01/2024	South West Sand Cleaning			2,090.00
			INV	INV-SW00147 Sand Screening - Garvey Park	440.00
			INV	INV-SW00146 Sand Screening - Jetty Baths Beach	1,650.00
7720.7914-01	03/01/2024	Busselton Farmers Market			649.22
			INV	1195260 SWSC Cafe Supplies	110.02
			INV	1195118 BWP Animal Food	219.59
			INV	1195467 SWSC Cafe Supplies	100.71
			INV	1195509 BWP Animal Food	218.90
7720.7999-01	03/01/2024	Jem McKelvie Pty Ltd T/A Vogue Furniture			520.00
			INV	1401 Office Furniture	520.00
7720.8033-01	03/01/2024	Essential Coffee Pty Ltd			1,900.50
			INV	SI-00295059 BWP Coffee Machine Rental	238.33
			INV	SI-00295316 SWSC Cafe Supplies	1,662.17
7720.8111-01	03/01/2024	Protector Fire Services Pty Ltd			5,973.00
			INV	10084135 Emergency Exit Light Testing	4,603.50
			INV	10084170 Paisley Centre - Additional Fire Detection and Alarm System	1,369.50
7720.8311-01	03/01/2024	Marchese Enterprises Pty Ltd t/as MJ Goods			2,598.26
			INV	N14782 Heavy Duty Bin Bags	652.50

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			INV	N14880 Bin Liners & Toilet Paper	1,945.76
7720.8403-01	03/01/2024	AMD Audit & Assurance Pty Ltd			9,020.00
			INV	INV-1599 BHRC Equity Split Review	9,020.00
7720.8502-01	03/01/2024	Christine Lucy Worsfold			182.00
			INV	UMPIRE.21/12/23 SWSC Umpire Netball - 11/12/2023 to 21/12/2023	182.00
7720.8503-01	03/01/2024	Capri Di Candilo			182.00
			INV	UMPIRE.21/12/23 SWSC Umpire Netball - 11/12/2023 to 21/12/2023	182.00
7720.8505-01	03/01/2024	Danielle Louise Butson			104.00
			INV	UMPIRE.21/12/23 SWSC Umpire Netball - 11/12/2023 to 21/12/2023	104.00
7720.8507-01	03/01/2024	Julie Combes			156.00
			INV	UMPIRE.21/12/23 SWSC Umpire Netball - 11/12/2023 to 21/12/2023	156.00
7720.8508-01	03/01/2024	Rebekka Flockton			78.00
			INV	UMPIRE.21/12/23 SWSC Umpire Netball - 11/12/2023 to 21/12/2023	78.00
7720.8528-01	03/01/2024	Joanna Susan Walker			57.00
			INV	Refund Reimbursement - Better Bins Plus Supplies	57.00
7720.8880-01	03/01/2024	Iconic Property Services Pty Ltd			465.69
			INV	PSI032332 Cleaning Services - Koombana Bay Beach Wheelchair	253.94
			INV	PSI032333 Cleaning Services - Graham Bricknell Shell	211.75
7720.8994-01	03/01/2024	Renee Alana Golden			78.00
			INV	UMPIRE.21/12/23 SWSC Umpire Netball - 11/12/2023 to 21/12/2023	78.00
7720.9097-01	03/01/2024	Flick Anticimix Pty Ltd			1,155.00
			INV	601153866C Pest Control - Paisley Centre Museum	110.00
			INV	601153864C Pest Control - Animal Shelter	110.00
			INV	601153868C Pest Control - Lady Mitchell Health Centre	110.00
			INV	601153869C Pest Control - Library	220.00
			INV	601153863C Pest Control - Shoestring Cafe	110.00
			INV	601153870C Pest Control - Senior Citizen Centre	220.00
			INV	601153865C Pest Control - Morrissey Homestead	220.00
			INV	601153867C Pest Control - Paisley Centre Public Toilets	55.00
7720.926-01	03/01/2024	Call Associates Pty Ltd			984.56
			INV	115748 Call Centre Fees - November 2023	984.56
7720.9316-01	03/01/2024	West Australian Newspapers Ltd - Libraries			144.00
			INV	95930/DEC23 Newspapers - Library	144.00
7720.9525-01	03/01/2024	Vanessa Rose Black			78.00
			INV	UMPIRE.21/12/23 SWSC Umpire Netball - 11/12/2023 to 21/12/2023	78.00
7720.958-01	03/01/2024	South West Isuzu			113.22
			INV	1463091 Weather Shield Kit - BY2433A	113.22
7720.959-01	03/01/2024	Jetline Kerbing Contractors			12,523.50

City of Bunbury
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COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>	
			INV	INV-1253	Kerb Installation - Ocean Drive	8,008.00
			INV	INV-1266	Limestone Retaining Walls - Ocean Drive	4,515.50
7720.9598-01	03/01/2024	The Salvation Army (WA) Property Trust				200.00
			INV	I000176345	Salvation Army BBQ Community Donation	200.00
7720.9600-01	03/01/2024	Hildah Janse Van Rensburg				300.00
			INV	27	SWSC Group Fitness Instructor	300.00
7720.9676-01	03/01/2024	Dennis Jetta				1,000.00
			INV	10122023	Welcome to Country - Christmas in the City 2023	500.00
			INV	13122023	Welcome to Country - Reconciliation Forum	500.00
7720.9706-01	03/01/2024	Elisdi Pty Ltd T/A Parties Kids Remember				5,000.00
			INV	#228295	Entertainment - Christmas in the City 2023	5,000.00
7720.9788-01	03/01/2024	Patrick Godsell Construction				26,400.00
			INV	252	Graham Bricknell Music Sheel - Emergency Roof Repairs	4,400.00
			INV	251	Deck Rectification from Termite Damage - SLSC	22,000.00
7720.9922-01	03/01/2024	The Trustee for the Easton Family Trust (Blue Steel Roofing)				660.00
			INV	INV-0321	Gutter Cleaning - Museum	660.00
7723.10325-01	05/01/2024	Family Pet Care Pty Ltd T/A Lawnswood Pty Ltd				62.50
			INV	CINV0000138	Pet Cremations - Rangers	62.50
7723.10326-01	05/01/2024	24/7 Roadservices Australia Pty Ltd				1,001.00
			INV	20234	12 Months Roadside Assistance for Vehicles	1,001.00
7723.10995-01	05/01/2024	The Trustee for Safety Xpress Unit Trust				197.33
			INV	SI-00077542	Ezerail Swivel Base	197.33
7723.2202-01	05/01/2024	Woolworths Limited				488.50
			INV	6718862	Staff Amenities - Administration	56.00
			INV	6705950	There With Care Support Solutions - Street Parade	350.00
			INV	6783172	Milk - BWP	4.50
			INV	6767521	Staff Amenities - Administration	78.00
7723.3167-01	05/01/2024	Perfect Landscapes				2,314.40
			INV	INV-8227	Spraying and Weed Removal of Major Roads	2,314.40
7723.5012-01	05/01/2024	Geographe French Australian Festivals Inc				5,500.00
			INV	INV-0740	Grant Funding 2022/23	5,500.00
7723.5538-01	05/01/2024	Diesel Force				161.91
			INV	70976	Vehicle Maintenance - BY749	161.91
7723.6453-01	05/01/2024	ASP Security Personnel / Alliance Security Personnel				1,659.90
			INV	5384	Banking & Mail Services - November 2023	1,659.90
7723.6840-01	05/01/2024	Xtreme Bounce Party Hire				1,280.00
			INV	XT9965	Entertainment Equipment Hire for Family Fun Day	1,280.00
7723.7005-01	05/01/2024	Your Turn Events				2,200.00

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COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
			INV	INV-504 SW Festival of Japan 2023 Events Grant	2,200.00
7723.7283-01	05/01/2024	Team Global Express (IPEC) Pty Ltd			397.65
			INV	0625-C209150 Freight	216.78
			INV	0626-C209150 Freight	180.87
7723.83-01	05/01/2024	Aqwest			1,212.08
			INV	41200270/DEC23 Supply Charges - 01/11/2023 to 30/06/2024	1,212.08
7723.9129-01	05/01/2024	CGA Trading Pty Ltd T/A Ink Station			610.35
			INV	A9493330 Library eServices - 3D Printer Supplies	610.35
7724.10470-01	05/01/2024	Aware Super Clearing House			167,790.84
			INV	PP24-14 Superannuation for COB Staff - F/E 02/01/2024	167,790.84
7725.136-01	05/01/2024	Australian Taxation Office			266,742.76
			INV	PP24-14 PAYG for COB Staff - F/E 02/01/2024	266,742.76
7727.7819-01	05/01/2024	Library Ideas			702.22
			INV	98956 Library Local Stock	702.22
7728.10065-01	10/01/2024	Malatesta Group Holdings Pty Ltd T/A Malatesta Road Paving & Hot Mix			960.00
			INV	SINV03964 Asphalt	300.00
			INV	SINV04000 Asphalt	200.00
			INV	SINV04002 Asphalt	200.00
			INV	SINV03981 Greenwaste Fee	190.00
			INV	SINV03994 Greenwaste Fee	70.00
7728.10189-01	10/01/2024	Azren Farms Pty Ltd			1,824.35
			INV	INV-2254 SWSC Group Fitness Instructor	1,824.35
7728.10314-01	10/01/2024	Davenport Plumbing			13,855.49
			INV	16368 Replace Toilets & Hardware - Pelican Point Toilets	2,458.94
			INV	16321 Plumbing Repairs - Pelican Point	296.52
			INV	16309 Plumbing Repairs - Hay Park Cricket Pitch	162.80
			INV	16274 Plumbing Repairs - Sand Trap Maintenance	4,296.37
			INV	16263 Plumbing Repairs - Boulters Heights	202.40
			INV	16272 Plumbing Repairs - Koombana Bay Fountain	584.87
			INV	16392 Plumbing Repairs - SWSC Toilets	216.32
			INV	16381 Plumbing Repairs - Admin Building Toilets	784.86
			INV	16369 Plumbing Repairs - SWSC Squash Court Showers	551.77
			INV	16350 Plumbing Repairs - Bunbury Airport	257.55
			INV	16390 Plumbing Repairs - Bus Station Toilets	134.92
			INV	16389 Plumbing Repairs - Koombana Bay Toilets	269.83
			INV	16388 Plumbing Repairs - Ocean Drive Toilets	134.92
			INV	16387 Plumbing Repairs - Council Chambers Kitchen	757.93
			INV	16386 Plumbing Repairs - Stephen Street Exeloo	134.92

City of Bunbury
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COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
			INV 16385 Plumbing Repairs - Stirling St Boat Ramp Toilets	134.92
			INV 16384 Plumbing Repairs - Sykes Foreshore Toilets	731.93
			INV 16382 Plumbing Repairs - Hastie / Mangles Toilets	134.92
			INV 16380 Plumbing Repairs - Jaycee Park Toilets	90.20
			INV 16379 Plumbing Repairs - Lyons Cove / Sykes Toilets	188.82
			INV 16378 Plumbing Repairs - Back Beach Toilets	136.02
			INV 16355 Plumbing Repairs - Queens Gardens Toilets	134.92
			INV 16354 Plumbing Repairs - Stephen Street Exeloo	134.92
			INV 16352 Plumbing Repairs - Back Beach Toilets	134.92
			INV 16351 Plumbing Repairs - Stephen Street Exeloo	134.92
			INV 16345 Plumbing Repairs - Koombana Bay Toilets	163.52
			INV 16344 Plumbing Repairs - Stirling Street Boat Ramp	163.52
			INV 16343 Plumbing Repairs - Bus Station Toilets	163.52
			INV 16342 Plumbing Repairs - Stephen Street Exeloo	163.52
7728.10345-01	10/01/2024	The Trustee for P & H Unit Trust T/A Laundry Services Bunbury		216.33
			INV INV-3490 Laundry Services for Meat Inspectors	90.76
			INV INV-3469 Laundry Services for Meat Inspectors	125.57
7728.10502-01	10/01/2024	CS Legal		132.00
			INV 32637 2023/2024 Rates Debt Collection	132.00
7728.10510-01	10/01/2024	Cat Haven		55.00
			INV CH191161 Cat Adoption Report - November 2023	55.00
7728.10677-01	10/01/2024	Meg Ashleigh Farrell		315.00
			INV 8 SWSC Group Fitness Instructor	315.00
7728.10721-01	10/01/2024	Gary Stanich T/A Electrodry South West		1,700.00
			INV INV-0323 Carpet Cleaning	1,700.00
7728.10722-01	10/01/2024	Ready Industries Pty Ltd T/A 1300TempFence		196.02
			INV 656049 Temporary Fencing - Des Ugle Park	196.02
7728.10781-01	10/01/2024	South West Pets Bunbury Pty Ltd		3,478.16
			INV I0000001837 BWP Animal Supplies	402.75
			INV I0000001836 BWP Animal Supplies	729.50
			INV I0000001835 BWP Animal Supplies	76.56
			INV I0000001783 BWP Animal Supplies	587.20
			INV I0000001833 BWP Animal Supplies	102.50
			INV I0000001831 BWP Animal Supplies	970.30
			INV I0000001830 BWP Animal Supplies	609.35
7728.10789-01	10/01/2024	Fleet Network Pty Ltd		1,174.99
			INV 127671 Novated Lease Payment - F/E 02/01/2024	1,174.99
7728.10804-01	10/01/2024	Bidfood Australia (BWP)		200.51

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COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
			INV	I61390552.BRY BWP Kiosk Supplies	200.51
7728.10879-01	10/01/2024	The Trustee for Auscam Family Trust T/A Totally Sound	INV	16300 Front Office PA System Service Call Out - SWSC	110.00
7728.10950-01	10/01/2024	Kerri Ann Pietens T/A Mediation Success	INV	169 Mediation for Employees	1,650.00
7728.10999-01	10/01/2024	Noy Industries	INV	1415 Corella Pest Management	1,732.67
7728.11018-01	10/01/2024	Anna Peluso	INV	19/12/23 Project Management Review	3,500.00
7728.11021-01	10/01/2024	Lauren Weston	INV	REIMBURSE Reimbursement of Working With Children's Check	87.00
7728.1197-01	10/01/2024	Milligan Community Learning and Resource Centre	INV	INV-1499 Grant Funding 2023/24 - Our Shout at Maidens 2023	77.00
7728.1289-01	10/01/2024	On Hold Magic	INV	INV-41088 Monthly Subscription - January 2023	103.49
7728.1419-01	10/01/2024	Holcim Australia Pty Ltd	INV	9409020006 Concrete - Kerb Channel	194.48
7728.1463-01	10/01/2024	The Royal Life Saving Society WA Inc	INV	RLSSWAINV890 Watch Around Water Wristbands	462.00
7728.1536-01	10/01/2024	SOS Office Equipment	INV	SOS620597 Photocopier Meter Readings - SWSC	85.01
			INV	SOS620595 Photocopier Meter Readings - SWSC	364.82
			INV	SOS620592 Photocopier Meter Readings - BWP	126.20
			INV	SOS620598 Photocopier Meter Readings - SWSC	21.46
7728.1552-01	10/01/2024	Spotlight	INV	84060006530 Poster Paint/Brushers/Craft Glue - Waste	42.00
7728.1555-01	10/01/2024	Spurling Engineering	INV	13402 Handrail Repairs at Stockley Road	2,150.50
			INV	13401 Back Beach Near Cafe Hand Rail Repairs	1,232.00
7728.1613-01	10/01/2024	South West Locksmiths	INV	20576 Install Double Cylinder Deadlocks - SWSC	255.90
			INV	20573 20x Restricted Keys	479.16
7728.1655-01	10/01/2024	The Childrens Book Council of Australia	INV	8203 Annual Licence Renewal - Library	75.00
7728.1827-01	10/01/2024	Wesfarmers Kleenheat Gas Pty Ltd	INV	963256 SWSC Gas Charges - 01/12/2023 to 31/12/2023	11,537.59
7728.1838-01	10/01/2024	Synergy	INV	756355870/DEC23 Electricity Charges - 17/10/2023 to 13/12/2023	310.53

City of Bunbury
Schedule of Accounts Paid for Period
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Reference No.	Date	Payee	Description	Amount
INV	978840750/DEC23		Electricity Charges - 20/10/2023 to 15/12/2023	437.89
INV	776565900/DEC23		Electricity Charges - 22/11/2023 to 19/12/2023	1,995.26
INV	379241070/DEC23		Electricity Charges - 27/10/2023 to 21/12/2023	130.37
INV	958319710/DEC23		Electricity Charges - 22/11/2023 to 19/12/2023	748.07
INV	230906380/DEC23		Electricity Charges - 22/11/2023 to 19/12/2023	1,933.07
INV	274079010/DEC23		Electricity Charges - 22/11/2023 to 19/12/2023	8,327.37
INV	436541150/DEC23		Electricity Charges - 24/10/2023 to 20/12/2023	256.47
INV	376056180/DEC23		Electricity Charges - 22/11/2023 to 19/12/2023	977.14
INV	376056750/DEC23		Electricity Charges - 22/11/2023 to 19/12/2023	490.78
INV	394648190/DEC23		Electricity Charges - 18/10/2023 to 12/12/2023	140.81
INV	178228490/DEC23		Electricity Charges - 22/11/2023 to 19/12/2023	404.68
INV	407491810/DEC23		Electricity Charges - 22/11/2023 to 19/12/2023	79.88
INV	960071230/DEC23		Electricity Charges - 22/11/2023 to 19/12/2023	77.44
INV	228505830/DEC23		Electricity Charges - 22/11/2023 to 19/12/2023	80.29
INV	969869630/DEC23		Electricity Charges - 22/11/2023 to 19/12/2023	6,612.24
INV	155651490/DEC23		Electricity Charges - 25/10/2023 to 21/12/2023	304.57
INV	807175150/DEC23		Electricity Charges - 25/10/2023 to 20/12/2023	1,031.00
INV	172400750/DEC23		Electricity Charges - 22/11/2023 to 19/12/2023	610.73
INV	964286110/DEC23		Electricity Charges - 25/10/2023 to 20/12/2023	1,632.20
INV	513585790/DEC23		Electricity Charges - 27/10/2023 to 27/12/2023	299.87
INV	553315070/DEC23		Electricity Charges - 26/10/2023 to 22/12/2023	232.53
INV	283018640/DEC23		Electricity Charges - 30/11/2023 to 27/12/2023	124.55
INV	126324540/DEC23		Electricity Charges - 27/10/2023 to 21/12/2023	1,645.42
INV	214566030/DEC23		Electricity Charges - 27/10/2023 to 21/12/2023	230.24
INV	870096240/JAN24		Electricity Charges - 28/10/2023 to 22/12/2023	131.30
INV	936780590/JAN24		Electricity Charges - 26/10/2023 to 27/12/2023	124.23
INV	266632270/JAN24		Electricity Charges - 28/10/2023 to 22/12/2023	1,362.13
INV	953020910/JAN24		Electricity Charges - 28/10/2023 to 22/12/2023	3,652.90
INV	488457540/JAN24		Electricity Charges - 27/10/2023 to 27/12/2023	412.12
INV	123540670/JAN24		Electricity Charges - 28/10/2023 to 22/12/2023	200.34
INV	500058110/JAN24		Electricity Charges - 28/10/2023 to 28/12/2023	517.21
INV	868062650/JAN24		Electricity Charges - 01/11/2023 to 28/12/2023	114.38
INV	995010120/JAN24		Electricity Charges - 31/10/2023 to 28/12/2023	118.18
INV	362135790/JAN24		Gas Charges - 25/11/2023 to 02/01/2024	10.13
7728.1867-01	10/01/2024	Work Clobber - Bunbury		3,629.76
INV	23-00026363		Staff Uniform - Administration	396.55
INV	23-00024475		Staff Uniform - SWSC	370.16
INV	23-00023723		Staff Uniform - Administration	436.10

City of Bunbury
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			INV	23-00021853 Staff Uniform - Administration	270.11
			INV	23-00024209 Staff Uniform - Administration	296.69
			INV	23-00024216 Staff Uniform - Administration	175.22
			INV	23-00023742 Staff Uniform - Administration	188.92
			INV	23-00024229 Staff Uniform - Administration	265.50
			INV	23-00023642 Staff Uniform - Administration	304.65
			INV	23-00023739 Staff Uniform - Administration	125.40
			INV	23-00021825 Staff Uniform - Administration	434.80
			INV	23-00021975 Staff Uniform - Administration	365.66
7728.1915-01	10/01/2024	Australasian Performing Right Association Limited			1,419.19
			INV	420676 Council Music License Fee - 01/01/2024 to 31/03/2024	1,419.19
7728.197-01	10/01/2024	BOC Limited			241.56
			INV	4035640556 Gas Charges - SWSC	241.56
7728.2070-01	10/01/2024	Passionate Baker			171.28
			INV	194863 SWSC Cafe Supplies	42.82
			INV	194778 SWSC Cafe Supplies	42.82
			INV	194652 SWSC Cafe Supplies	42.82
			INV	194552 SWSC Cafe Supplies	42.82
7728.2136-01	10/01/2024	Leschenault Catchment Council (LCC) Incorporated			7,895.25
			INV	243 Fire Mitigation Works Behind Wildlife Park	7,895.25
7728.2209-01	10/01/2024	Bidfood Australia (SWSC)			970.83
			INV	I61308263.BRY SWSC Cafe Supplies	737.09
			INV	I61420691.BRY SWSC Cafe Supplies	50.82
			INV	I61419778.BRY SWSC Cafe Supplies	182.92
7728.2267-01	10/01/2024	Les Mills Asia Pacific			1,624.81
			INV	1243178 SWSC Gym Licence Fee - January 2024	1,624.81
7728.2453-01	10/01/2024	Dormakaba Australia Pty Ltd			594.00
			INV	35WA1166095 Door Repairs - Koolambidi Woola	198.00
			INV	35WA1165903 Entrance Door Maintenance - Library	198.00
			INV	35WA1166886 Vandalism Repairs Inspection - Koolambidi Woola	198.00
7728.2579-01	10/01/2024	TJ Depiazzi & Sons			995.50
			INV	I32368 Budget Blended Mix	995.50
7728.2849-01	10/01/2024	Waterlogic Australia Pty Ltd			541.01
			INV	CD-3690526 SWSC Equipment Rental Service - January 2024	541.01
7728.289-01	10/01/2024	Bunbury Mower Service Pty Ltd			51.00
			INV	71434#6 Mower Parts - Throttle Cables	51.00
7728.3204-01	10/01/2024	PFD Food Services Pty Ltd			6,975.90
			INV	L1710377 SWSC Cafe Supplies	1,321.85

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COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
			INV	LJ724928 BWP Kiosk Supplies	1,304.55
			INV	LJ848285 BWP Kiosk Supplies	1,048.95
			INV	LJ832581 SWSC Cafe Supplies	1,027.50
			INV	LJ802591 SWSC Cafe Supplies	713.20
			INV	LJ754087 SWSC Cafe Supplies	1,559.85
7728.335-01	10/01/2024	Bunnings Group Limited			1,245.98
			INV	2179/00143732 Dust Pans/Brake Cleaner	80.40
			INV	2179/01437618 Mats/Herbicide/Hose Connections/Screws - BWP	206.34
			INV	2179/00201964 BWP Supplies	44.56
			INV	2179/01437485 Concrete Wall Plugs	121.58
			INV	2179/00141849 Fixings/Fastening	109.83
			INV	2179/00298738 Dynamic Lifter/Wetting Agent	62.43
			INV	2179/01263330 Materials for Gazebo Repairs & Maintenance	620.84
7728.3376-01	10/01/2024	Sonic HealthPlus			1,055.70
			INV	3102562 Employment Medicals	1,055.70
7728.359-01	10/01/2024	Cancer Council of Western Australia Inc			1,650.00
			INV	1842053 Grant Funding - Relay for Life	1,650.00
7728.3665-01	10/01/2024	Prime Industrial Products Pty Ltd T/A Prime Supplies			4,958.07
			INV	240367011 Power Tools - Laminate Trimmer/Planer/Orbital Sand	915.20
			INV	240368198 Power Tools - Power Pack/Batteries	3,654.20
			INV	240369843 Cutting Discs	264.00
			INV	240367067 Hatchets	124.67
7728.3753-01	10/01/2024	Bunbury Triathlon Club			500.00
			INV	10/2023(23/24) Grant Funding - Bunbury Women's Triathlon	500.00
7728.3834-01	10/01/2024	SecurePay Pty Ltd			68.31
			INV	596614 eServices Online Transactions	68.31
7728.3901-01	10/01/2024	JG Abberton & Others T/A Lavan			386.65
			INV	716002 Legal Fees	386.65
7728.3958-01	10/01/2024	JCW Electrical Pty Ltd			7,653.69
			INV	21145 Electrical Maintenance - Bussell Hwy/Washington Ave	497.20
			INV	21554 Electrical Maintenance - Ocean Drive Controller	743.15
			INV	21583 Electrical Maintenance - Catalpa Park	1,135.82
			INV	21549 Electrical Maintenance - SSAC	142.46
			INV	21465 Electrical Maintenance - BWP	742.78
			INV	21593 Electrical Maintenance - Rocky Point	1,468.17
			INV	21592 Electrical Maintenance - Jetty Baths Park	336.60
			INV	21591 Electrical Maintenance - Des Ugle Park	799.68
			INV	21590 Electrical Maintenance - SWSC	619.85

City of Bunbury
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COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
			INV	21589 Electrical Maintenance - SWSC	1,167.98
7728.415-01	10/01/2024	City & Regional Fuels			539.61
			INV	917856 Premium Heavy Duty	539.61
7728.454-01	10/01/2024	Cleanaway Pty Ltd (SWSC)			28.93
			INV	21771191 SWSC Bin Hire	28.93
7728.462-02	10/01/2024	Coca Cola Amatil (Aust) Pty Ltd			3,537.32
			INV	232969854 SWSC Cafe Supplies	1,546.29
			INV	233041893 SWSC Cafe Supplies	1,991.03
7728.4644-01	10/01/2024	Silverfern Computers			326.70
			INV	19927 ManageEngine Subscription - Additional Users	326.70
7728.474-01	10/01/2024	Geographe Ford			54,719.61
			INV	L1961 Vehicle Purchase - BY737	54,719.61
7728.5040-01	10/01/2024	Australia Post - Rates			276.38
			INV	1012929520 Commission on Rate Payments - December 2023	276.38
7728.5133-01	10/01/2024	Display Me			254.06
			INV	N0243820 A3 Sign Holders - Library	254.06
7728.5208-01	10/01/2024	Jeffrey Peirce			357.00
			INV	1142 ANZAC Heroes Web-Site Quarterly Subscription	357.00
7728.527-01	10/01/2024	Cross Security Services			143.00
			INV	INV-32074 Security Alarm Maintenance - Hay Park North Pavilion	143.00
7728.5415-01	10/01/2024	Ombo Pty Ltd T/A Wight and Emmett			238.80
			INV	I0000013068 BWP Animal Supplies	238.80
7728.5467-01	10/01/2024	JB Hi-Fi Group Pty Ltd			12,060.00
			INV	BD1337409 IT Equipment - Laptops	12,060.00
7728.5504-01	10/01/2024	Konnect Shop			56.60
			INV	19201560 Stainless Steel Bolts	56.60
7728.5532-01	10/01/2024	Rethink Marketing			2,160.00
			INV	INV-3614 2023/2024 Mosquito-Borne Disease Communications	2,160.00
7728.5725-01	10/01/2024	Officeworks Superstores Pty Ltd - Bunbury (50693711)			599.80
			INV	606633931 Stationery - Administration	14.98
			INV	606808164 Stationery - BWP	62.25
			INV	606823589 Stationery - Museum	148.55
			INV	611566307 A-Frame Blackboard - Museum	108.00
			INV	611496212 Stationery - Museum	42.47
			INV	611652804 Stationery - Museum	29.09
			INV	606024664 Stationery - Library	52.51
			INV	606120896 IT Equipment - SSD Drives & Laptop Stand	141.95
7728.5741-01	10/01/2024	Picton Tyre Centre Pty Ltd			7,525.50

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<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
			INV	D81301 Tyres - BY749	1,352.50
			INV	D81302 Tyres - BY763	1,949.00
			INV	D81278 Tyre Repairs - BY068	51.00
			INV	N81056 Tyres - BY227Y	918.00
			INV	D80938 Tyre Rotation - BY749	110.50
			INV	N81074 Tyre - BY906W	83.00
			INV	D80940 Tyres - BY751	970.50
			INV	D81171 Tyre Repairs - 1HWD049	51.00
			INV	D80939 Tyres - BY763	1,989.00
			INV	D81165 Tyre Repairs - BY068V	51.00
7728.591-01	10/01/2024	Landgate			152.50
			INV	1345240 2023/2024 Title Searches	152.50
7728.6081-01	10/01/2024	Marketforce Pty Ltd			177.22
			INV	42613 Website Hosting Fee - January 2024	177.22
7728.6122-01	10/01/2024	The Trustee for the Tecon WA Unit Trust T/A Tecon Australia			1,782.00
			INV	INV-3218 Building Surveying Services	1,782.00
7728.6137-01	10/01/2024	Woodlands Distributors & Agencies Pty Ltd			4,895.22
			INV	6124 Compostable Dog Waste Bags	4,895.22
7728.6202-01	10/01/2024	Easisalary (Easifleet)			729.60
			INV	173937 Novated Lease Payment - F/E 02/01/2024	729.60
7728.6221-01	10/01/2024	West Australian Newspapers Ltd - SWSC			317.75
			INV	73617122023 SWSC Newspapers	91.19
			INV	73631122023 SWSC Newspapers	107.30
			INV	73624122023 SWSC Newspapers	119.26
7728.6230-01	10/01/2024	Bunbury Towing & Busselton Towing Service			140.00
			INV	INV-48323 Vehicle Towing Charges	140.00
7728.6266-01	10/01/2024	CB Traffic Solutions Pty Ltd			246.40
			INV	14723 Traffic Management - Picton Way	246.40
7728.6290-01	10/01/2024	Civil and Structural Engineers			1,699.50
			INV	INV-1742 Gates & Screens - Ned Myles Pavilion	1,699.50
7728.6333-01	10/01/2024	Equans Mechanical Services Australia Pty Ltd			4,695.70
			INV	2570721 Aircon Repairs - BREC	3,938.00
			INV	2570864 BMS System - SWSC Power Surge Call Out	757.70
7728.6475-01	10/01/2024	St John Ambulance Western Australia Ltd			1,341.10
			INV	FAINV01146492 First Aid Services - Christmas in the City 2023	1,341.10
7728.6532-01	10/01/2024	SG Fleet Australia Pty Ltd - Novated Leases			468.16
			INV	GST804771 GST on Novated Lease Payments - December 2023	35.21
			INV	FTR2804535 Novated Lease Payment - F/E 02/01/2024	432.95

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7728.6658-01	10/01/2024	Australian Institute of Management WA - Human Resources			35.00
			INV	7155900 Staff Training - New Supervisor Course	35.00
7728.670-01	10/01/2024	Elliotts Irrigation			3,023.63
			INV	F29543 Iron Filter Manifold Repairs - Big Swamp	3,023.63
7728.6707-01	10/01/2024	DDLS Australia Pty Ltd			2,420.00
			INV	DOC0054008 Staff Training - Agile Project Management Course	2,420.00
7728.6728-01	10/01/2024	Bunbury Powder Coaters Pty Ltd			45.00
			INV	P40579 Alloy Press-ins & Flashings	45.00
7728.6798-01	10/01/2024	WINC Australia Pty Ltd			521.21
			INV	9044218224 Stationery - SWSC	14.25
			INV	9044299956 Stationery - SWSC	506.96
7728.7151-01	10/01/2024	Procare Locksmiths			715.00
			INV	15949 Padlocks - BWP	360.00
			INV	16063 Keys/Locks - Animal Pound	355.00
7728.7357-01	10/01/2024	West Coast Waste Pty Ltd			880.00
			INV	42624 Hook Bin Hire	880.00
7728.739-01	10/01/2024	Brownes Food Operations Pty Ltd			1,813.62
			INV	17571062 SWSC Cafe Supplies	651.45
			INV	17589004 SWSC Cafe Supplies	734.75
			INV	17576758 SWSC Cafe Supplies	328.75
			INV	17574943 SWSC Cafe Supplies	98.67
7728.7404-01	10/01/2024	Cape Life Pty Ltd			4,774.00
			INV	INV-1572 Fire Mitigation Works Mangles Reserve	4,774.00
7728.7776-01	10/01/2024	Down To Earth Training & Assessing			2,378.00
			INV	39852 Staff Training - Operate Small Plant & Equipment	2,378.00
7728.7860-01	10/01/2024	South West Sand Cleaning			330.00
			INV	SW00149 Sand Screening - Railway Park	330.00
7728.7914-01	10/01/2024	Busselton Farmers Market			443.56
			INV	1195593 SWSC Cafe Supplies	109.39
			INV	1196068 SWSC Cafe Supplies	77.63
			INV	1196045 BWP Animal Feed	256.54
7728.8111-01	10/01/2024	Protector Fire Services Pty Ltd			2,301.20
			INV	10084317 Fire Pump Set Batteries Replacement - BREC	2,301.20
7728.8144-01	10/01/2024	WA Mechanical and Site Services			1,722.60
			INV	INV-1952 Generator Service/Inspections - Various	1,722.60
7728.8311-01	10/01/2024	Marchese Enterprises Pty Ltd t/as MJ Goods			440.00
			INV	N14996 PPE - Stores	440.00
7728.845-01	10/01/2024	Halifax Crane Hire Pty Ltd			660.00

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			INV	74528 Crane Hire - Christmas Tree	660.00
7728.8940-01	10/01/2024	BIC Services Pty Ltd			38,527.84
			INV	110980 Cleaning Services - December 2023	38,527.84
7728.9097-01	10/01/2024	Flick Anticimix Pty Ltd			2,343.00
			INV	601154375C Pest Control - SWSC	495.00
			INV	601154374C Pest Control - SWSC	275.00
			INV	601154168C Pest Control - Depot / Rear Store Workshop	110.00
			INV	601154170C Pest Control - Depot / Main Store & Workshops	110.00
			INV	601154169C Pest Control - Depot	110.00
			INV	601154173C Pest Control - Administration	110.00
			INV	601154172C Pest Control - Council Chambers	110.00
			INV	601154171C Pest Control - BWP	110.00
			INV	601154009C Pest Control - Hay Park North Pavilion Soccerroos	110.00
			INV	601154005C Pest Control - SSAC Art Gallery	110.00
			INV	601154007C Pest Control - SSAC Pottery Building	55.00
			INV	601154008C Pest Control - BRAG	220.00
			INV	601154006C Pest Control - SSAC / Studio & Administration	110.00
			INV	602975072 Pest Control - SES Spider Treatment	308.00
7728.940-01	10/01/2024	Institute of Public Works Engineering Australasia (Western Australia)			330.00
			INV	89684-M1223 Fellow Membership - 01/01/2024 - 31/12/2024	330.00
7728.954-01	10/01/2024	Jason Signmakers			1,601.05
			INV	35060 Traffic Signs	1,601.05
7728.9592-01	10/01/2024	Prime Television Southern Pty Ltd			729.30
			INV	490116 Mosquito Advertising Campaign CLAG 2023/24	729.30
7728.9625-01	10/01/2024	ATC Work Smart Inc			358.00
			INV	INV010817 Staff First Aid Training	179.00
			INV	INV010816 Staff First Aid Training	179.00
7728.9804-01	10/01/2024	R K Arnold & G Dowd & M B Dunphy & Others T/A Hall & Wilcox			3,319.25
			INV	718556 Legal Fees	3,319.25
7728.9922-01	10/01/2024	The Trustee for the Easton Family Trust (Blue Steel Roofing)			34,210.00
			INV	INV-0324 Roof Replacement - SSAC Pottery Shed	34,210.00
7728.9954-01	10/01/2024	Sapio Pty Ltd			18,630.98
			INV	255891 Hire of CCTV Trailer - Jetty Road Carpark	2,304.50
			INV	255741 CCTV Quarterly Maintenance 2023/2024	16,326.48
7728.9981-01	10/01/2024	Aurion Corporation Pty Ltd			4,650.29
			INV	HOS0021441 Aurion Licensing - November 2023	4,650.29
7728.9982-01	10/01/2024	Mastek Systems Pty Ltd			83,000.50
			INV	AU/1223/6000167 Oracle CX Cloud Implementation	83,000.50

City of Bunbury
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7729.567-01	10/01/2024	Dell Computer Pty Ltd			502.10
			INV	2411742937 Laptop Keyboard Repairs	502.10
7729.6338-01	10/01/2024	Friends of Big Swamp Inc			4,950.00
			INV	7 Habitat Bunbury Program Grant	4,950.00
7730.1802-01	22/01/2024	Western Australian Treasury Corporation			32,823.83
			INV	GFEED DECEMBER 23 Government Guarantee Fee - December 2023	32,823.83
7731.10127-01	10/01/2024	Molly Werner			91.26
			INV	Reimburse 0511 Reimbursement - BRAG Kids Classes Catering	33.17
			INV	18122023 Reimbursement - Catering for Creative Connection Classes	58.09
7731.10358-01	10/01/2024	Fiona Jane Grace Ingham			1,182.02
			INV	ASN2424 Rates Refund	1,182.02
7731.11022-01	10/01/2024	Timothy James Severson			465.96
			INV	ASN3033 Rates Refund	465.96
7731.11023-01	10/01/2024	Joanne Andretich & Raymond John Andretich			1,765.92
			INV	ASN50629 Rates Refund	1,765.92
7731.11026-01	10/01/2024	Meghaan Victoria Dickson			606.13
			INV	ASN8117 Rates Refund	606.13
7731.11027-01	10/01/2024	Lesley Maud Claughton			584.06
			INV	ASN17009 Rates Refund	584.06
7731.11028-01	10/01/2024	Samuel Jon Bedggood			1,332.34
			INV	ASN8837 Rates Refund	1,332.34
7731.11029-01	10/01/2024	Jillianne Lee Elderfield			7.50
			INV	AN322794 Refund - Dog Registration	7.50
7731.11031-01	10/01/2024	Kristen Cunningham			168.00
			INV	Refund0801 SWSC Refund - Cancellation of School Holiday Program	168.00
7732.2753-01	19/01/2024	BP Australia Ltd			37,291.77
			INV	12989727 BP Fuel - December 2023	37,291.77
7732.3048-01	19/01/2024	Ampol (Caltex) Australia Petroleum Pty Ltd			11,717.75
			INV	8947 Ampol Fuel - December 2023	11,717.75
7733.10894-01	25/01/2024	Councillor P Ramesh			2,746.67
			INV	SITTING 2023/24 2023/24 Councillor Sitting Fees	2,746.67
7733.5425-01	25/01/2024	Mayor J De San Miguel			11,901.25
			INV	SITTING 23/24 2023/24 Mayoral Allowance & Sitting Fees	11,901.25
7733.5612-01	25/01/2024	Councillor M Steck			2,746.67
			INV	SITTING 2023/24 2023/24 Councillor Sitting Fees	2,746.67
7733.5614-01	25/01/2024	Councillor K Steele			2,746.67
			INV	SITTING 2023/24 2023/24 Councillor Sitting Fees	2,746.67
7733.6845-01	25/01/2024	Councillor T Smith			4,692.09

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<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
			INV	SITTING 2023/24 2023/24 Deputy Mayoral Allowance & Sitting Fees	4,692.09
7733.6846-01	25/01/2024	Councillor T Brown			2,746.67
			INV	SITTING 2023/24 2023/24 Councillor Sitting Fees	2,746.67
7733.7978-01	25/01/2024	Councillor K Turner			2,746.67
			INV	SITTING 2023/24 2023/24 Councillor Sitting Fees	2,746.67
7733.7980-01	25/01/2024	Councillor C Kozisek			2,746.67
			INV	SITTING 2023/24 2023/24 Councillor Sitting Fees	2,746.67
7733.9521-01	25/01/2024	Councillor M Quain			2,746.67
			INV	SITTING 2023/24 2023/24 Councillor Sitting Fees	2,746.67
7733.9522-01	25/01/2024	Councillor G Ghasseb			2,746.67
			INV	SITTING 2023/24 2023/24 Councillor Sitting Fees	2,746.67
7733.9523-01	25/01/2024	Councillor B Andrew			2,746.67
			INV	SITTING 2023/24 2023/24 Councillor Sitting Fees	2,746.67
7734.10065-01	17/01/2024	Malatesta Group Holdings Pty Ltd T/A Malatesta Road Paving & Hot Mix			88,475.65
			INV	SINV03951 Supply & Lay Asphalt - Forrest Avenue/Wisbey Street	88,475.65
7734.10097-01	17/01/2024	Hastiji Corp Pty Ltd T/A Coolpro Refrigeration and AirConditioning			273.00
			INV	6381 Disposal of Old SWSC Cafe Display Fridge	273.00
7734.10244-01	17/01/2024	Dellawick Family Trust T/A Lonsdale Party Hire			3,915.00
			INV	INV-2088 Equipment Hire - Christmas in the City 2023	3,915.00
7734.10265-01	17/01/2024	Cloudmix Pty Ltd			1,452.00
			INV	CMX-INV-0467 Monthly 5stream Platform Access - January to March 2024	1,452.00
7734.10283-01	17/01/2024	Ms E Denniss			361.60
			INV	VEHICLE ALLOW Private Vehicle Allowance	361.60
7734.10314-01	17/01/2024	Davenport Plumbing			15,390.76
			INV	16348 Plumbing Repairs - SWSC Drink Fountain	490.00
			INV	16371 Plumbing Repairs - BREC Hot Water System Pump	1,083.07
			INV	16367 Replace SWSC Spa Filter Pump Motor	2,375.17
			INV	16347 Plumbing Repairs - Back Beach Shower	393.82
			INV	16346 Plumbing Repairs - Koombana Bay Drink Fountain	218.80
			INV	16406 Plumbing Repairs - Koombana Bay	811.80
			INV	16397 Plumbing Repairs - Toilet Blockages Christmas Peri	1,395.78
			INV	16353 Plumbing Repairs - Koolambidi Woola Kitchen	114.40
			INV	16370 Plumbing Repairs - Riverlea Estate Reticulation	251.67
			INV	16377 Plumbing Repairs - Nuytsia Ave Standpipe	2,046.53
			INV	16349 Plumbing Repairs - Koolambidi Woola Toilets	304.32
			INV	16408 Plumbing Repairs - Koombana Bay Amenities	188.82
			INV	16440 Plumbing Repairs - Hay Park North Pavilion	122.10
			INV	16438 Plumbing Repairs - Maidens Park Reserve Toilets	81.40

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			INV 16437 Plumbing Repairs - Ocean Drive Toilets	134.92
			INV 16436 Plumbing Repairs - Paisley Centre Toilets	134.92
			INV 16435 Plumbing Repairs - Stephen Street Exeloos	134.92
			INV 16434 Plumbing Repairs - Koolambidi Woola	134.92
			INV 16433 Plumbing Repairs - Sykes Foreshore Toilets	134.92
			INV 16432 Plumbing Repairs - Koombana Bay Amenities	134.92
			INV 16431 Plumbing Repairs - Power Boat Club Toilets	81.40
			INV 16430 Plumbing Repairs - Ocean Drive Toilets	134.92
			INV 16429 Plumbing Repairs - Old Railway Station Toilets	134.92
			INV 16428 Plumbing Repairs - Ski Beach Public Conveniences	134.92
			INV 16427 Plumbing Repairs - Koombana Bay Amenities	134.92
			INV 16424 Plumbing Repairs - Jaycee Park Toilets	162.42
			INV 16423 Plumbing Repairs - Old Railway Station Toilets	108.90
			INV 16422 Plumbing Repairs - Ocean Drive Toilets	162.42
			INV 16421 Plumbing Repairs - Paisley Centre Toilets	108.90
			INV 16420 Plumbing Repairs - Stephen Street Exeloos	162.42
			INV 16419 Plumbing Repairs - Stirling Street Boat Ramp Toile	189.92
			INV 16418 Plumbing Repairs - Koombana Bay Amenities	324.84
			INV 16417 Plumbing Repairs - Pelican Point Toilets	305.65
			INV 16416 Plumbing Repairs - Maidens Park Reserve Toilets	143.72
			INV 16415 Plumbing Repairs - Ocean Drive Toilets	143.72
			INV 16414 Plumbing Repairs - Kelly Park Toilets	217.16
			INV 16413 Plumbing Repairs - BWP	261.88
			INV 16412 Plumbing Repairs - Maiden Park Reserve Toilets	110.72
			INV 16411 Plumbing Repairs - Stephen Street Exeloo	143.72
			INV 16410 Plumbing Repairs - Ocean Drive Toilets	279.02
			INV 16409 Plumbing Repairs - Wyalup Rocky Point Toilets	324.12
			INV 16394 Plumbing Repairs - Nuytsia Ave	122.10
			INV 16426 Plumbing Repairs - Depot	108.90
			INV 16441 Annual Back Flow Testing - Back Beach	701.95
7734.10327-01	17/01/2024	The Trustee for the Narasimha Swamy T/A Nightguard Security Service SW		12,154.64
			INV INV-2093 Security - Christmas in the City 2023	8,763.89
			INV INV-2061 Security Patrols - December 2023	3,390.75
7734.10345-01	17/01/2024	The Trustee for P & H Unit Trust T/A Laundry Services Bunbury		110.83
			INV INV-3524 Laundry Services for Meat Inspectors	110.83
7734.10447-01	17/01/2024	Cleanaway Pty Ltd (WASTE)		2,728.90
			INV 21771104 Truck Hire for Waste Collections - December 2023	2,728.90
7734.10447-02	17/01/2024	Cleanaway Pty Ltd (WASTE)		42,727.96

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			INV	21768546	Recyclable Materials Disposal	42,727.96
7734.10502-01	17/01/2024	CS Legal				1,067.00
			INV	32608	2023/2024 Rates Debt Collection	1,067.00
7734.10522-01	17/01/2024	Public Libraries Western Australia Inc (Rockingham)				350.00
			INV	440	PLWA Membership Subscription Renewal	350.00
7734.10559-01	17/01/2024	The Trustee for Bunbury Centa No2 Trust T/A Harvey Norman AV/IT Bunbury				418.00
			INV	1660313	Nintendo Switch - Library School Holiday Programs	418.00
7734.10571-01	17/01/2024	Western Australia Veterans Cricket Incorporated				16,500.00
			INV	72/2023	Hosting Fee - Over 70's National Cricket Champions	16,500.00
7734.10623-01	17/01/2024	The Trustee for the Wame Trust T/A When Adam Met Eve				4,235.00
			INV	INV-0269	Annual Report 2022/2023 Graphic Design	4,235.00
7734.10676-01	17/01/2024	West Oz Linemarking Pty Ltd				9,303.80
			INV	9139	Linemarking - Beach Rd	5,905.90
			INV	9138	Removal of Linemarking - Beach Road	962.50
			INV	9185	Linemarking - Victoria Street	2,435.40
7734.10732-01	17/01/2024	Lauren Jade Jeffery				2,145.00
			INV	5	NAP Project - Seamstress - BRAG	2,145.00
7734.10766-01	17/01/2024	Omnicom Media Group Australia Pty Ltd				796.66
			INV	1696639	Public Notice - Local Government Tenders	481.93
			INV	1696638	Public Notice - Local Government Tenders	314.73
7734.10781-01	17/01/2024	South West Pets Bunbury Pty Ltd				657.45
			INV	I0000001840	BWP Animal Supplies	649.90
			INV	I0000001818	BWP Animal Supplies	7.55
7734.10801-01	17/01/2024	Adapt-A-Lift Group Pty Ltd T/A Forkwest				5,235.26
			INV	1437790	Plant Service - Merlo Telescopic Handler BY746	5,235.26
7734.10875-01	17/01/2024	AAHR Investments Pty Ltd T/A Poolwerx Bunbury				524.00
			INV	INVBBY2985	Public Art Service - Brother & Sister	278.00
			INV	INVBBY2997	Public Art Service - Revolving Ball	179.00
			INV	INVBBY3609	Public Art Service - Revolving Ball	67.00
7734.10975-01	17/01/2024	Megan Evans				1,496.90
			INV	BRAG1223	Stuart Elliott Exhibition Install	1,496.90
7734.10976-01	17/01/2024	Philip Andrew Berry				500.00
			INV	20122023	SWAN Artist Fee - BRAG	500.00
7734.10992-01	17/01/2024	Work Clobber Bunbury - Infrastructure				1,205.98
			INV	23-00026384	Staff Uniforms - Infrastructure	266.68
			INV	23-00026228	Staff Uniforms - Infrastructure	418.20
			INV	24-00000664	PPE Boots - Infrastructure	197.10
			INV	24-00000665	PPE Boots - Infrastructure	73.80

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			INV	24-0000666 PPE Boots - Infrastructure	73.80
			INV	24-0000671 PPE Boots - Infrastructure	176.40
7734.11008-01	17/01/2024	Across The Road Music Pty Ltd			1,650.00
			INV	136 Summer Music Program - BRAG	1,650.00
7734.11012-01	17/01/2024	Interactcard Australia Pty Ltd			3,845.60
			INV	100428 Printer & Cartridges - Staff ID Tags	3,845.60
7734.11024-01	17/01/2024	Environmental Consultants Association (WA) Inc			990.00
			INV	2023615 Staff Training - Practitioners Training Course	990.00
7734.11025-01	17/01/2024	Michael Hall			128.00
			INV	Reimburse0201 Staff Reimbursement - Fuel for City Vehicle	128.00
7734.11034-01	17/01/2024	Hart Sport Australia Pty Ltd			432.00
			INV	10200813 Mouthguards - SWSC	432.00
7734.1104-01	17/01/2024	M & B Sales Pty Ltd			431.60
			INV	255041 Door - Queens Gardens Toilets	215.80
			INV	20205131 Door - Pelican Point Toilets	215.80
7734.1221-01	17/01/2024	LGISWA - Liability Scheme			5,000.00
			INV	LI0106563 Legal Fees	5,000.00
7734.127-01	17/01/2024	Australian Library and Information Association			740.00
			INV	2511132025 Library Annual Membership	740.00
7734.1437-01	17/01/2024	Ricoh Business Centre (Emerge Office)			226.33
			INV	167871 Photocopier Meter Readings - Withers Library	48.13
			INV	168049 Photocopier Repairs	178.20
7734.1536-01	17/01/2024	SOS Office Equipment			3,498.67
			INV	SOS620584 Photocopier Meter Readings - BRAG	79.12
			INV	SOS620585 Photocopier Meter Readings - Library	112.14
			INV	SOS620583 Photocopier Meter Readings - Library	74.79
			INV	SOS620579 Photocopier Meter Readings - Library	192.48
			INV	SOS620596 Photocopier Meter Readings - Administration	72.46
			INV	SOS620580 Photocopier Meter Readings - Administration	28.85
			INV	SOS620582 Photocopier Meter Readings - Administration	152.26
			INV	SOS620586 Photocopier Meter Readings - Administration	410.81
			INV	SOS620587 Photocopier Meter Readings - Administration	1,215.73
			INV	SOS620588 Photocopier Meter Readings - Administration	76.41
			INV	SOS620589 Photocopier Meter Readings - Administration	93.30
			INV	SOS620594 Photocopier Meter Readings - Depot	439.04
			INV	SOS620593 Photocopier Meter Readings - Depot	49.41
			INV	SOS620591 Photocopier Meter Readings - Administration	56.19
			INV	SOS620590 Photocopier Meter Readings - Administration	445.68

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7734.1555-01	17/01/2024	Spurling Engineering			1,474.00
			INV 13404	Plant Maintenance - BY785	759.00
			INV 13403	Plant Maintenance - BY792	715.00
7734.1598-01	17/01/2024	Regional Development Australia - South West Inc			962.50
			INV 251	Economic Community Profiling - Remplan Contribution	962.50
7734.1623-01	17/01/2024	South West Septics			1,301.00
			INV IV000006210	Empty Greasetraps - SWSC & Multisports Pavilion	891.00
			INV IV000006244	Empty Pump Pit - Stirling Street Boat Ramp	410.00
7734.1709-01	17/01/2024	Total Eden Pty Ltd / Nutrien Water			14.23
			INV 412986396	Retic Parts	14.23
7734.1746-01	17/01/2024	Bunbury Tyrepower			200.00
			INV 1387141	Tyre Disposal	200.00
7734.1771-01	17/01/2024	Earth 2 Ocean Communications			80.00
			INV I30377	Two-Way Handpiece Replacement - BY115V	80.00
7734.1779-01	17/01/2024	WA Communications Pty Ltd			253.00
			INV SI185343	Radios & Megaphone Equipment Hire - CITC	253.00
7734.1798-01	17/01/2024	Western Australia Police Force			102.00
			INV 127089122	Volunteer Checks - September 2023	102.00
7734.1830-01	17/01/2024	West Australian Newspapers Ltd - Advertising			5,646.55
			INV 1009146220231231	Advertising - December 2023	5,646.55
7734.1838-01	17/01/2024	Synergy			40,038.77
			INV 194258760/DEC23	Electricity Charges - 22/11/2023 to 19/12/2023	131.70
			INV 337812770/DEC23	Electricity Charges - 22/11/2023 to 19/12/2023	1,949.53
			INV 944110160/DEC23	Electricity Charges - 26/10/2023 to 22/12/2023	1,069.73
			INV 297214110/DEC23	Electricity Charges - 22/11/2023 to 19/12/2023	729.41
			INV 218944510/DEC23	Electricity Charges - 22/11/2023 to 19/12/2023	21,453.20
			INV 526183150/DEC23	Electricity Charges - 22/11/2023 to 19/12/2023	4,028.22
			INV 202454690/JAN24	Electricity Charges - 22/11/2023 to 19/12/2023	3,651.16
			INV 894693950/DEC23	Electricity Charges - 22/11/2023 to 19/12/2023	2,767.79
			INV 408907350/DEC23	Electricity Charges - 27/10/2023 to 27/12/2023	1,440.97
			INV 557784950/DEC23	Electricity Charges - 26/10/2023 to 21/12/2023	538.04
			INV 804080240/JAN24	Electricity Charges - 22/11/2023 to 19/12/2023	2,279.02
7734.1867-01	17/01/2024	Work Clobber - Bunbury			3,224.78
			INV 23-00024224	Staff Uniform - Administration	167.90
			INV 23-00023744	Staff Uniform - Administration	237.55
			INV 23-00024207	Staff Uniform - Administration	231.77
			INV 23-00022074	Staff Uniform - Administration	214.75
			INV 23-00026510	Staff Uniform - BWP	236.70

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			INV	23-00026512	Staff Uniform - Administration	79.20
			INV	24-00000546	PPE Boots - Administration	180.00
			INV	23-00019873	SWSC Staff Uniforms	1,127.10
			INV	23-00026783	PPE Boots - Infrastructure	162.00
			INV	23-0006477	Staff Uniform - Infrastructure	25.30
			INV	23-00022225	Staff Uniform - Infrastructure	370.81
			INV	23-00027240	PPE Boots - Administration	191.70
7734.1868-01	17/01/2024	Workforce Road Services Pty Ltd				5,161.20
			INV	L2294	Linemarking - Ocean Drive	5,161.20
7734.1886-01	17/01/2024	Zipform Pty Ltd				8,969.25
			INV	218559	2023/24 Rates 3rd Instalments - Printing & Postage	8,969.25
7734.197-01	17/01/2024	BOC Limited				39.17
			INV	4035690285	Gas Charges - Depot	39.17
7734.2070-01	17/01/2024	Passionate Baker				163.48
			INV	195259	SWSC Cafe Supplies	38.92
			INV	195139	SWSC Cafe Supplies	42.82
			INV	195041	SWSC Cafe Supplies	42.82
			INV	194984	SWSC Cafe Supplies	38.92
7734.2109-01	17/01/2024	ALS Library Services Pty Ltd				328.59
			INV	103872	Library Local Stock	209.08
			INV	103873	Library Local Stock	119.51
7734.2136-01	17/01/2024	Leschenault Catchment Council (LCC) Incorporated				9,450.65
			INV	244	Natural Resource Management Services	8,110.85
			INV	245	Native Seed Collection Services	1,339.80
7734.2202-01	17/01/2024	Woolworths Limited				688.20
			INV	6808026	Girl Guides Activity Donation - Christmas in the City	300.00
			INV	6552609	Event Supplies for Christmas in the City	39.50
			INV	6552330	Event Supplies for Christmas in the City	152.80
			INV	6796962	Catering - Library Family Fun Day & Quiz Night	114.20
			INV	6851113	BWP Supplies	21.70
			INV	6850906	Vacuum Cleaner for Kiosk & Pull Wagons - BWP	60.00
7734.2209-01	17/01/2024	Bidfood Australia (SWSC)				3,033.08
			INV	I61391589.BRY	SWSC Cafe Supplies	434.78
			INV	I61367943.BRY	SWSC Cafe Supplies	1,473.39
			INV	I61461630.BRY	SWSC Cafe Supplies	1,124.91
7734.225-01	17/01/2024	K & S Freighters				220.59
			INV	1273290	Freight	220.59
7734.2273-01	17/01/2024	ABC Filters				550.00

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			INV	30743 Filters - SWSC	550.00
7734.2301-01	17/01/2024	BookEasy Australia Pty Ltd			220.00
			INV	23868 BookEasy Commission - December 2023	220.00
7734.231-01	17/01/2024	Bullivants Sling-Rig			35.09
			INV	11756730 Safety Equipment Supplies - Shackle Screws	35.09
7734.2366-01	17/01/2024	T-Quip			634.15
			INV	125866#26 Chain Guard - 1GIC119	634.15
7734.2430-01	17/01/2024	Picton Automotive Engineering			553.75
			INV	39768 Plant Service - BY768	553.75
7734.253-01	17/01/2024	Bunbury City Band			10,000.00
			INV	07012024 2023/2024 Operational Funding	10,000.00
7734.2693-01	17/01/2024	Kmart			169.00
			INV	208208 Yoga Equipment - SWSC	99.00
			INV	209610 Towels - SWSC	50.00
			INV	209602 Brooms/Dust Pans - SWSC	20.00
7734.283-01	17/01/2024	Bunbury Machinery			1,806.28
			INV	SIB48850 Excavator Machinery Hire	1,274.98
			INV	SIB48904 Water Tank Repairs	531.30
7734.289-01	17/01/2024	Bunbury Mower Service Pty Ltd			180.00
			INV	71451 Supply & Fit Blades - BY906W	180.00
7734.292-01	17/01/2024	Bunbury Nissan			865.01
			INV	328946 Vehicle Service - BY231Y	578.01
			INV	328665 Plant Service - BY227Y	287.00
7734.3021-01	17/01/2024	Geographe Civil Pty Ltd			150.00
			INV	173499 Hire of Drainage Laser - Hay Park	150.00
7734.3167-01	17/01/2024	Perfect Landscapes			41,182.00
			INV	INV-8232 Lawnmowing - College Grove	1,232.00
			INV	INV-8228 Lawnmowing - South Bunbury	5,129.40
			INV	INV-8233 Lawnmowing - Davenport	3,371.50
			INV	INV-8230 Lawnmowing - Withers	5,191.00
			INV	INV-8231 Lawnmowing - Bunbury	748.00
			INV	INV-8229 Lawnmowing - Usher	2,271.50
			INV	INV-8223 Lawnmowing - Carey Park	4,955.50
			INV	INV-8240 Lawnmowing - Glen Iris	2,926.00
			INV	INV-8252 Lawnmowing - Carey Park	5,472.50
			INV	INV-8241 Lawnmowing - Picton	891.00
			INV	INV-8237 Lawnmowing - East Bunbury	4,912.60
			INV	INV-8238 Lawnmowing - Pelican Point	1,309.00

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			INV	INV-8292 Weed Spraying & Slashing - Various Locations	2,772.00
7734.3204-01	17/01/2024	PFD Food Services Pty Ltd			4,964.45
			INV	LJ861499 SWSC Cafe Supplies	1,896.75
			INV	LJ873883 SWSC Cafe Supplies	70.25
			INV	LJ892646 SWSC Cafe Supplies	1,534.00
			INV	LJ916764 SWSC Cafe Supplies	1,463.45
7734.3279-01	17/01/2024	Bunbury Multicultural Group Inc			19,800.00
			INV	2324-032 23/24 Grant Funding - South West Multicultural Festival	19,800.00
7734.335-01	17/01/2024	Bunnings Group Limited			1,294.12
			INV	2179/01263157 Shuttle Bus Stop Items - Skyfest 2024	50.74
			INV	2179/01140496 Pound Supplies	191.43
			INV	2179/01133927 Jerry Can	10.92
			INV	2179/01930942 Garden Supplies - SWSC Creche	132.80
			INV	2179/01443145 Padbolts/Cable Ties - Hands Oval Pavilion	218.99
			INV	2179/01443615 Sikaflex - SSAC	168.07
			INV	2179/01656254 Timber/Screws - Signage	405.06
			INV	2179/01142301 BWP Supplies	95.11
			INV	2179/01142303 BWP Supplies	21.00
7734.3376-01	17/01/2024	Sonic HealthPlus			1,733.62
			INV	3132995 Employment Medicals	396.00
			INV	3124380 Employment Medicals	440.56
			INV	3124381 Employment Medicals	440.56
			INV	3135155 Employment Medicals	456.50
7734.3637-01	17/01/2024	MJB Industries Pty Ltd			143.55
			INV	SO-012848 Drainage Materials - Concrete Cover	143.55
7734.3665-01	17/01/2024	Prime Industrial Products Pty Ltd T/A Prime Supplies			542.08
			INV	240370509 Safety Glasses	256.08
			INV	240370238 20 x P2 Masks	286.00
7734.371-01	17/01/2024	Carbone Bros Pty Ltd			78,563.93
			INV	CLAIM#06202316 Withers Connector Road Construction Jacaranda Crescent	4,411.00
			INV	CLAIM#04202315 Central Withers Connector Roads - Claim 4	71,644.93
			INV	I105249 Select Sand Fill - Hay Park Drainage	2,508.00
7734.3713-01	17/01/2024	Site Safe Temporary Fencing South West			2,970.00
			INV	4002259 Crowd Control Fencing Hire - Christmas in the City	2,970.00
7734.3836-01	17/01/2024	Southern Cross Austereo Pty Ltd			1,315.60
			INV	71581331 Advertising - Christmas in the City 2023	1,315.60
7734.3958-01	17/01/2024	JCW Electrical Pty Ltd			29,750.53
			INV	21588 Electrical Maintenance - Council Gardens	124.30

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			INV 21584 Electrical Maintenance - Depot	697.40
			INV 21555 Electrical Maintenance - Koolambidi Woola	2,354.55
			INV 21553 Electrical Maintenance - SWSC	377.31
			INV 21547 Electrical Maintenance - Library	167.66
			INV 22942 Electrical Maintenance - Koombana Drive	2,200.00
			INV 22944 Electrical Maintenance - Koombana Drive	12,150.38
			INV 21461 Electrical Maintenance - SWSC	187.00
			INV 21455 Electrical Maintenance - SWSC	349.25
			INV 21453 Electrical Maintenance - Victoria Street	155.38
			INV 21449 Electrical Maintenance - Victoria Street	357.50
			INV 22937 Electrical Maintenance - Ray Bain Park	6,395.91
			INV 22946 Electrical Maintenance - BRAG	4,233.89
7734.415-01	17/01/2024	City & Regional Fuels		633.93
			INV 924319 Unleaded Fuel	633.93
7734.4546-01	17/01/2024	Jackson McDonald Services Pty Ltd		2,986.24
			INV 537416 Sale and Development Agreement - Pt Lot 3 Blair St	2,986.24
7734.4564-01	17/01/2024	Print Ideas - Art Guide Australia		1,716.00
			INV INV-26991 Advertising - BRAG	1,716.00
7734.4567-01	17/01/2024	People Sense		1,722.42
			INV 36971 Employee Assistance Program	1,722.42
7734.462-01	17/01/2024	Coca Cola Amatil (Aust) Pty Ltd		468.07
			INV 233090759 BWP Kiosk Supplies	468.07
7734.462-02	17/01/2024	Coca Cola Amatil (Aust) Pty Ltd		1,013.34
			INV 233091237 SWSC Cafe Supplies	1,013.34
7734.474-01	17/01/2024	Geographe Ford		50,125.02
			INV L1947 Vehicle Purchase - BY5089A	50,125.02
7734.48-01	17/01/2024	Alinta Energy		838.60
			INV 552000358/DEC23 Gas Charges - 21/09/2023 to 19/12/2023	838.60
7734.4826-01	17/01/2024	SMC Marine Pty Ltd T/A Swan Marine Construction		2,640.00
			INV 9089 Review of Pelican Point Dredging Costs	2,640.00
7734.4858-01	17/01/2024	Arbor Guy		4,856.95
			INV 91271 Tree Maintenance - Lee Street	332.64
			INV 91270 Tree Maintenance - South Bunbury	839.92
			INV 91269 Tree Maintenance - Hay Park	839.92
			INV 91389 Mulching - BWP	990.00
			INV 91401 Tree Maintenance - Lee Street	1,854.47
7734.4984-01	17/01/2024	Talent Propeller Trust		5,630.63
			INV IN789547 Website Job Vacancy Advertising Subscription	704.00

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			INV IN790133	Website Job Vacancy Advertising - December 2023	3,701.50
			INV IN790793	Website Job Vacancy Advertising - December 2023	1,170.13
			INV IN789700	Website Job Vacancy Advertising Subscription	55.00
7734.5036-01	17/01/2024	Environex International Pty Ltd			3,434.19
			INV 317575	SWSC Chemicals and Cleaning Supplies	3,434.19
7734.526-01	17/01/2024	Toolmart Australia Pty Ltd			165.95
			INV BY-169129	Aluminium Cutting Blade	165.95
7734.527-01	17/01/2024	Cross Security Services			170.50
			INV INV-32089	Alarm System Maintenance - Animal Shelter	170.50
7734.5277-01	17/01/2024	Department of Planning, Lands & Heritage			28,270.44
			INV LD371566	Crown Lease Rental - Lot 757 Ocean Drive	28,270.44
7734.5392-01	17/01/2024	Acurix Networks Pty Ltd			2,600.40
			INV 3767	Withers Library WiFi Access Service	2,600.40
7734.5412-01	17/01/2024	Picton Civil Pty Ltd			5,453.25
			INV P19051	Excavator Machinery Hire - Hay Park Drainage	5,453.25
7734.5415-01	17/01/2024	Ombo Pty Ltd T/A Wight and Emmett			353.60
			INV I0000013119	BWP Animal Supplies	353.60
7734.5426-01	17/01/2024	Bunbury Mazda			401.11
			INV 798996	Vehicle Service - BY724	401.11
7734.5497-01	17/01/2024	Position Partners Pty Ltd			9,033.00
			INV PSI-063973	Topcon Utility Pipe Laser	9,033.00
7734.5725-01	17/01/2024	Officeworks Superstores Pty Ltd - Bunbury (50693711)			918.49
			INV 606509623	Frames & Portfolio Book - DAIP	27.14
			INV 611651693	Stationery - Museum	23.88
			INV 611358613	Office Furniture - Toro Workstation / Depot	488.95
			INV 606817321	Table - SWSC	119.00
			INV 606820743	Stationery - BRAG	259.52
7734.5733-01	17/01/2024	Ferguson Glass Supplies			5,756.68
			INV INV-4095	Window, Door & Mirror Repairs - Various CBD Locations	5,756.68
7734.5798-01	17/01/2024	Renae Elizabeth Twigg			690.00
			INV 29	SWSC Group Fitness Instructor	690.00
7734.5921-01	17/01/2024	Fencing Unlimited			704.94
			INV F15016	Sheet Metal & Powder Coating	704.94
7734.5931-01	17/01/2024	Nathan Gardiner			263.27
			INV 311	Christmas Event Supplies - BRAG	263.27
7734.6063-01	17/01/2024	Stuart Elliott			2,541.00
			INV PO251197	Ingress Exhibition Artist Fee - BRAG	2,541.00
7734.6137-01	17/01/2024	Woodlands Distributors & Agencies Pty Ltd			2,464.00

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COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
			INV 6132	Dog Bag Brake Dispensers	2,464.00
7734.6148-01	17/01/2024	JNG Investments Pty Ltd T/A Drooley's Pizza & Coffee Lounge			178.50
			INV INV-0693	Catering for CoDAP Members Meeting	178.50
7734.6157-01	17/01/2024	Swimming WA - Western Australian Swimming Association Inc			4,950.00
			INV INV-1432	Event Hosting Fee - 2023/2024 Open Water Swim Series	4,950.00
7734.6221-01	17/01/2024	West Australian Newspapers Ltd - SWSC			47.59
			INV 73607012024	SWSC Newspapers	47.59
7734.6230-01	17/01/2024	Bunbury Towing & Busselton Towing Service			420.00
			INV INV-48336	Vehicle Towing Charges	140.00
			INV INV-48400	Vehicle Towing Charges	140.00
			INV INV-48347	Vehicle Towing Charges	140.00
7734.6266-01	17/01/2024	CB Traffic Solutions Pty Ltd			33,141.35
			INV 14725	Traffic Management - Victoria Street	539.00
			INV 14720	Traffic Management - Forrest Avenue	5,089.15
			INV 14839	Traffic Management - Old Coast Road, Pelican Point	2,104.30
			INV 14855	Traffic Management Plan - Skyfest 2024	391.60
			INV 14726	Traffic Management - Victoria Street	572.00
			INV 14783	Traffic Management Plan - Bussell Highway	391.60
			INV 14721	Traffic Management - Ocean Drive	1,706.10
			INV 14722	Traffic Management - Parade Road	1,938.20
			INV 14784	Traffic Management Plan - Beach Road	391.60
			INV 14719	Traffic Management - Dwyer Street	3,817.00
			INV 14782	Traffic Management Plan - Dwyer Street	391.60
			INV 14775	Traffic Management Plan - Forrest Avenue	1,609.30
			INV 14805	Traffic Management - Dwyer Street	1,139.60
			INV 14508	Tree Watering - Various Locations	4,180.00
			INV 14465	Traffic Management - Summer Watering	2,706.00
			INV 14421	Tree Watering - Various Locations	4,180.00
			INV 14807	Traffic Management - Parnell Street	1,196.80
			INV 14806	Traffic Management - Ocean Drive	797.50
7734.6333-01	17/01/2024	Equans Mechanical Services Australia Pty Ltd			3,458.85
			INV 2572540	TEAF System Ventilation Fault - SWSC	200.66
			INV 2572539	Aircon Maintenance - BRAG	601.99
			INV 2561592	Aircon Maintenance - SWSC	1,034.08
			INV 2572676	Install Antibacterial Bio Block - Library Airconditioner	769.30
			INV 2572580	Aircon Maintenance - SWSC	852.82
7734.6365-01	17/01/2024	Corsign WA Pty Ltd			1,579.60
			INV 81793	Signs	1,218.80

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COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
			INV	79698 Custom Blue Information Signs for CBD Carparks	360.80
7734.6490-01	17/01/2024	Zoo and Aquarium Association Inc.			2,287.16
			INV	INV-0988 Annual Regional Membership Renewal	2,287.16
7734.6492-01	17/01/2024	Robert's Tilt Tray & Hiab Service			154.00
			INV	31593 Transport Materials to Depot - Ocean Drive Upgrade	154.00
7734.664-01	17/01/2024	Elders Limited			855.30
			INV	BQ76751 Fencing Supplies - Permarod Poles	855.30
7734.6645-01	17/01/2024	Daniels Health Services Pty Ltd			431.84
			INV	2247030 Clinical Waste Bin Collections	431.84
7734.6657-01	17/01/2024	B & B Street Sweeping Pty Ltd			2,117.50
			INV	INV-11098 Street Sweeping - Forrest Avenue	2,117.50
7734.670-01	17/01/2024	Elliotts Irrigation			2,523.40
			INV	F29526 Iron Filter Services - Various Sites	2,523.40
7734.6787-01	17/01/2024	McDonald Fencing			17,160.00
			INV	INV-6742 Fencing - Hay Park Drainage Project	8,574.50
			INV	INV-6740 Fencing - Pinelap Fence for New Footpath / Tuart St	8,585.50
7734.6798-01	17/01/2024	WINC Australia Pty Ltd			191.44
			INV	9044307053 Stationery - Library	191.44
7734.6807-01	17/01/2024	4 Heathcare Pty Ltd			3,382.72
			INV	24129924 Hoist Straps/Hand Controls & Hoist Repairs - SWSC	3,382.72
7734.6858-01	17/01/2024	Work Metrics Pty Ltd			154.00
			INV	38257 Subscription - On-line Induction Portal	154.00
7734.7125-01	17/01/2024	Ultimate Auto Service & Restoration Centre			412.90
			INV	232943 Plant Service - 1HWD049	412.90
7734.7151-01	17/01/2024	Procure Locksmiths			460.00
			INV	16091 Brava Padlocks	460.00
7734.7251-01	17/01/2024	Bunbury Fringe Inc			185.00
			INV	INV-0121 Advertising - BRAG	185.00
7734.7269-01	17/01/2024	Kleen Conscience			311.03
			INV	INV-2527 Cleaning Meat Inspectors Offices	311.03
7734.7283-01	17/01/2024	Team Global Express (IPEC) Pty Ltd			319.78
			INV	0627-C209150 Freight	319.78
7734.7357-01	17/01/2024	West Coast Waste Pty Ltd			412.50
			INV	42835 Skip Bin Hire - SWSC	412.50
7734.739-01	17/01/2024	Brownes Food Operations Pty Ltd			768.92
			INV	17598043 SWSC Cafe Supplies	522.06
			INV	17602641 SWSC Cafe Supplies	122.88
			INV	17602640 SWSC Cafe Supplies	123.98

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COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
7734.7551-01	17/01/2024	Combined Team Services Pty Ltd			2,985.00
			INV 7087	Staff Training - Health & Safety Representative	1,990.00
			INV 7090	Staff Training - Health & Safety Representative	995.00
7734.7744-01	17/01/2024	Super Cheap Auto Pty Ltd			245.33
			INV 814900001551909	Compact Jump Starter	245.33
7734.7760-01	17/01/2024	The Flynn Family Trust T/A South West Cleaning			6,259.00
			INV 6687	BBQ Cleaning Services - December 2023	1,597.20
			INV 6686	SWSC Contract Cleaners - December 2023	4,661.80
7734.7914-01	17/01/2024	Busselton Farmers Market			714.88
			INV 1196451	SWSC Cafe Supplies	115.75
			INV 1195839	BWP Animal Food	259.60
			INV 1196644	SWSC Cafe Supplies	100.12
			INV 1196557	BWP Animal Feed	239.41
7734.7978-01	17/01/2024	Councillor K Turner			44.00
			INV Allowance1212	Councillor Meal Allowance - AICD Training 21/11/23	44.00
7734.799-01	17/01/2024	Glenn Buck Milk Distribution			886.80
			INV 1077	Milk - Depot	236.80
			INV 1076	Milk - Administration	650.00
7734.8111-01	17/01/2024	Protector Fire Services Pty Ltd			14,027.20
			INV 10084305	Fire Hydrants & Booster Connections Fault - Depot	14,027.20
7734.8144-01	17/01/2024	WA Mechanical and Site Services			14,869.76
			INV INV-1925	Plant Maintenance - 1TZE951	372.22
			INV INV-1929	Plant Maintenance - BY2562A	607.20
			INV INV-1966	Plant Maintenance - BY2562A	343.37
			INV INV-1938	Plant Service - BY85472	198.66
			INV INV-1940	Plant Service - BY81257	194.70
			INV INV-1939	Plant Service - BY85519	194.70
			INV INV-1935	Plant Service - BY80205	251.24
			INV INV-1937	Plant Service - BY27497	198.66
			INV INV-1934	Plant Service - BY81669	251.24
			INV INV-1936	Plant Service - 1TZE951	188.10
			INV INV-1932	Plant Maintenance - BY2562A	966.71
			INV INV-1933	Plant Service - 1TSJ986	188.10
			INV INV-1931	Plant Maintenance - BY906W	398.89
			INV INV-1953	Plant Maintenance - BY313J	275.00
			INV INV-1973	Plant Service - 1TJX773	188.10
			INV INV-1965	Plant Maintenance - BY445V	196.77
			INV INV-1967	Plant Maintenance - BY85519	506.00

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			INV INV-1964 Plant Service - BY906W	1,228.05
			INV INV-1970 Plant Maintenance - 1GIC120	263.12
			INV INV-1948 Plant Maintenance - BY793	3,052.37
			INV INV-1969 Plant Maintenance - BY86290	132.00
			INV INV-1968 Plant Maintenance - 1TZE951	255.20
			INV INV-1975 Plant Service - BY86658	188.10
			INV INV-1974 Plant Service - BY81475	188.10
			INV INV-1960 Plant Service - BY83920	194.70
			INV INV-1972 Plant Service - BY87076	259.60
			INV INV-1962 Plant Service - 1TLR436	190.74
			INV INV-1979 Plant Service - 1TJX772	188.10
			INV INV-1963 Plant Service - 1TUE400	194.70
			INV INV-1961 Plant Service - BY86687	194.70
			INV INV-1941 Plant Maintenance - BY793	190.74
			INV INV-1971 Plant Maintenance - BY906W	248.60
			INV INV-1947 Air Suspension Seat - BY2562A	2,381.28
7734.83-01	17/01/2024	Aqwest		6.40
			INV 41143942/JAN24 Consumption Charges - 03/10/2023 to 08/01/2024	6.40
7734.8349-01	17/01/2024	Glen Flood Group Pty Ltd t/as GFG Consulting		19,698.80
			INV INV-3127 Detailed Contaminated Site Investigation - Trinity Rise	19,698.80
7734.8436-01	17/01/2024	SAI Global Australia Pty Ltd		129.76
			INV SAIG1IS-1326416 Australian Standards Module Subscription	129.76
7734.8663-01	17/01/2024	Bunbury Trucks		40.22
			INV 204022 Wiper Blade Refills	40.22
7734.9005-01	17/01/2024	Wardandi Miya-K Kaadadjiny Aboriginal Corporation		850.00
			INV INV-00225 Translation of COB Acknowledgement of Country	850.00
7734.9041-01	17/01/2024	Shore Water Marine Pty Ltd T/A Shorewater South West		3,960.00
			INV INV-737 Install Koombana Bay Swimming Pontoon	3,960.00
7734.9097-01	17/01/2024	Flick Anticimix Pty Ltd		5,665.00
			INV 602993392 Pest Control - BY721	110.00
			INV 601156328C Pest Control - Hay Park North Pavilion Socceros	440.00
			INV 601156330C Pest Control - Soccerdrome Clubrooms/Toilets	550.00
			INV 601156316C Pest Control - Old Railway Station Cafe/BVIC	660.00
			INV 601156322C Pest Control - Museum	440.00
			INV 601156327C Pest Control - Ned Myles Football Pavilion	550.00
			INV 601156321C Pest Control - Lyons Cove Sykes Foreshore Ablution	330.00
			INV 601156319C Pest Control - Animal Shelter	330.00
			INV 601156329C Pest Control - Hay Park Multisports Pavilion	495.00

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			INV 601156314C	Pest Control - Council Chambers	660.00
			INV 601156315C	Pest Control - Administration	440.00
			INV 601156331C	Pest Control - SWSC	660.00
7734.9343-01	17/01/2024	Advocado Legal Pty Ltd T/A Slee Anderson & Pidgeon			708.26
			INV 9925	Legal Fees	708.26
7734.9346-01	17/01/2024	MM Plastics Pty Ltd T/A Graphic Art Mart			168.62
			INV GSSI1039497	Signage Material Supplies	168.62
7734.940-01	17/01/2024	Institute of Public Works Engineering Australasia (Western Australia)			830.00
			INV TVNZ72SFCXQ	IPWEA WA Annual Country Meeting Registrations	830.00
7734.958-01	17/01/2024	South West Isuzu			925.82
			INV 1467891	Vehicle Servicing Equipment - BY846Z	676.36
			INV 1470207	Coolant	61.24
			INV 1472432	Moulding Hood Replacement - BY735	188.22
7734.959-01	17/01/2024	Jetline Kerbing Contractors			6,578.66
			INV INV-1281	Beach Road Kerbing/Pram Ramps/Paths	6,578.66
7734.9625-01	17/01/2024	ATC Work Smart Inc			179.00
			INV INV010848	Staff First Aid Training	179.00
7734.9922-01	17/01/2024	The Trustee for the Easton Family Trust (Blue Steel Roofing)			2,250.00
			INV INV-0327	Gutter Cleaning - BWP	1,500.00
			INV INV-0326	Gutter Cleaning - SSAC	750.00
7734.9939-01	17/01/2024	The Trustee for Zephyr Park Trust T/A Bunbury Batteries & Radiators			985.90
			INV 134307	Battery - BY735	195.00
			INV 134410	Battery - BY605	790.90
7735.11033-01	17/01/2024	Kenneth John Carruthers			2,350.58
			INV ASN9113	Rates Refund	2,350.58
7735.524-01	17/01/2024	Crescent Conveyancers			590.64
			INV ASN510	Rates Refund	590.64
7737.7089-01	24/01/2024	Metlam Australia Pty Ltd			3,312.88
			INV 292003	Baby Change Station Surface Mounted - Koolambidi Woola	3,312.88
7738.10055-01	24/01/2024	Kilmore Group Pty Ltd T/A Timberbuilt Australia			52,932.94
			INV INV-23.1458	Boulters Heights Staircase - Progress Claim 6	52,932.94
7738.10123-01	24/01/2024	Southwest Irish Community Group Inc			25,000.00
			INV INV-0003	Grant Funding - Signature Event	25,000.00
7738.10229-01	24/01/2024	S & S Wholesale Pty Ltd			67.60
			INV 335508	BRAG Studio Materials	67.60
7738.10238-01	24/01/2024	Quinn David Rogers			220.00
			INV INV-1275	Youth Area Revamp Promotion Video	220.00
7738.10311-01	24/01/2024	Holly G O'Meehan			295.50

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			INV	18122023 Creative Connections - BRAG	295.50
7738.10314-01	24/01/2024	Davenport Plumbing			5,956.21
			INV	16498 Plumbing Maintenance - Pelican Point Toilets	134.92
			INV	16487 Toilet Seat Replacement Koolambidi Woola	1,202.85
			INV	16485 Plumbing Maintenance - Pelican Point Toilets	216.32
			INV	16491 Plumbing Maintenance - Scott Street Showers	262.97
			INV	16469 Plumbing Maintenance - Back Beach Toilets	150.87
			INV	16482 Plumbing Maintenance - Koolambidi Woola Toilets	118.42
			INV	16481 Plumbing Maintenance - Koombana Bay Toilets	118.42
			INV	16480 Plumbing Maintenance - Bus Station Toilets	118.42
			INV	16479 Plumbing Maintenance - Bus Station Toilets	118.42
			INV	16478 Plumbing Maintenance - Stephen St Exeloo	118.42
			INV	16477 Plumbing Maintenance - Back Beach Toilets	150.87
			INV	16474 Plumbing Maintenance - Koombana Bay Toilets	134.92
			INV	16473 Plumbing Maintenance - Back Beach Toilets	175.62
			INV	16472 Plumbing Maintenance - Wildlife Park Toilet	134.92
			INV	16471 Plumbing Maintenance - Kelly Park Toilets	134.92
			INV	16470 Plumbing Maintenance - Koombana Bay Toilets	150.87
			INV	16468 Plumbing Maintenance - Queens Gardens Toilets	118.42
			INV	16467 Plumbing Maintenance - Stephen St Exeloo	118.42
			INV	16466 Plumbing Maintenance - Back Beach Toilets	150.87
			INV	16465 Plumbing Maintenance - Stephen St Exeloo	162.42
			INV	16463 Plumbing Maintenance - Koombana Bay Toilets	210.72
			INV	16462 Plumbing Maintenance - Lyons Cove Toilets	72.60
			INV	16461 Plumbing Maintenance - Back Beach Toilets	255.98
			INV	16460 Plumbing Maintenance - Stephen St Exeloo	162.42
			INV	16459 Plumbing Maintenance - Bus Station Toilets	162.42
			INV	16356 Plumbing Repairs - Pelican Point Toilets	122.10
			INV	16499 Plumbing Maintenance - SWSC Aquatic Toilet Drains	479.22
			INV	16476 Plumbing Maintenance - SWSC Toilets	155.10
			INV	16439 Plumbing Repairs - SWSC Cafe	343.37
7738.10345-01	24/01/2024	The Trustee for P & H Unit Trust T/A Laundry Services Bunbury			267.58
			INV	INV-3560 Laundry Services for Meat Inspectors	133.38
			INV	INV-3443 Laundry Services - Santa's Outfit & Tea Towels	134.20
7738.10510-01	24/01/2024	Cat Haven			22.00
			INV	CH221130 Cat Adoption Report - 2023/24	22.00
7738.10769-01	24/01/2024	Owners of Bunbury Silos Strata Plan 43451			1,167.04
			INV	15012024 Bunbury Foreshore Silos Reticulation	1,167.04

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7738.10781-01	24/01/2024	South West Pets Bunbury Pty Ltd				1,060.95
			INV	10000001844	BWP Animal Feed	1,060.95
7738.10789-01	24/01/2024	Fleet Network Pty Ltd				1,772.19
			INV	128128	Novated Lease Payment	1,772.19
7738.10802-01	24/01/2024	Agrithia Pty Ltd T/A Sports Strategic Partners				1,250.00
			INV	13	Strategic Planning Workshop	1,250.00
7738.10845-01	24/01/2024	Mobile Sentinel Pty Ltd T/A Little Rippers Technology				2,139.50
			INV	937105	Compostable Dog Waste Bags and Dispensers	2,139.50
7738.10979-01	24/01/2024	One Stop Auto Electrical				750.75
			INV	1216	Plant Maintenance - BY911U & BY766	750.75
7738.10992-01	24/01/2024	Work Clobber Bunbury - Infrastructure				537.32
			INV	24-00000516	Staff Uniforms - Infrastructure	165.61
			INV	23-00027241	Staff Uniforms - Infrastructure	165.61
			INV	24-00000817	PPE Boots - Infrastructure	206.10
7738.11005-01	24/01/2024	Verve Landscapes				14,190.00
			INV	INV-2417	Hay Park Cricket Pitch Upgrades	14,190.00
7738.11020-01	24/01/2024	The Trustee for Ace Storage Unit Trust T/A Bunbury Self Storage				410.00
			INV	64709	Storage Fee - Museum Collection Items	410.00
7738.11035-01	24/01/2024	Liven Australia Pty Ltd				129.80
			INV	2024-64394	BWP Monthly Subscription - January 2023	129.80
7738.1221-01	24/01/2024	LGISWA - Liability Scheme				51,052.35
			INV	100-156589	Workers Compensation Actual Wages Adjustment	51,052.35
7738.1223-01	24/01/2024	LGISWA - Workcare Scheme				42,405.00
			INV	100-156565	Workers Compensation Performance Based Adjustment	42,405.00
7738.1419-01	24/01/2024	Holcim Australia Pty Ltd				492.80
			INV	9409043728	Concrete - Erica Entrance	492.80
7738.1547-01	24/01/2024	Specialty Timber Flooring WA				7,436.00
			INV	2492	SWSC Basketball Stadium Resurfacing	7,436.00
7738.1709-01	24/01/2024	Total Eden Pty Ltd / Nutrien Water				21,787.19
			INV	412997024	Retic Parts	5,669.41
			INV	412997323	Retic Parts	16,117.78
7738.1771-01	24/01/2024	Earth 2 Ocean Communications				2,744.00
			INV	I30400	Install GPS - BY766	417.00
			INV	I30399	Supply and Install Mobile Airband Radio - BY4150A	2,327.00
7738.1838-01	24/01/2024	Synergy				19,165.28
			INV	160946670/JAN24	Electricity Charges - 22/11/2023 to 19/12/2023	916.37
			INV	552595330/JAN24	Electricity Charges - 08/11/2023 to 09/01/2024	124.23
			INV	512959230/JAN24	Electricity Charges - 07/11/2023 to 08/01/2024	1,506.53

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			INV	224851820/JAN24 Electricity Charges - 28/11/2023 to 27/12/2023	1,488.99
			INV	351335650/JAN24 Electricity Charges - 15/11/2023 to 16/01/2024	501.28
			INV	376056180/JAN24 Electricity Charges - 20/12/2023 to 16/01/2024	1,137.97
			INV	778356350/JAN24 Electricity Charges - 10/11/2023 to 09/01/2024	120.30
			INV	520755940/JAN24 Electricity Charges - 10/11/2023 to 09/01/2024	166.33
			INV	220548770/JAN24 Electricity Charges - 19/10/2023 to 24/11/2023	380.75
			INV	251599630/JAN24 Electricity Charges - 09/11/2023 to 10/01/2024	260.02
			INV	496865330/JAN24 Electricity Charges - 09/11/2023 to 10/01/2024	4,835.29
			INV	371437260/JAN24 Electricity Charges - 09/11/2023 to 10/01/2024	618.19
			INV	338023710/JAN24 Electricity Charges - 09/11/2023 to 10/01/2024	226.79
			INV	207029190/JAN24 Electricity Charges - 09/11/2023 to 10/01/2024	133.76
			INV	770120590/JAN24 Electricity Charges - 09/11/2023 to 10/01/2024	964.71
			INV	795575230/JAN24 Electricity Charges - 10/11/2023 to 09/01/2024	134.41
			INV	951172100/JAN24 Electricity Charges - 09/11/2023 to 08/01/2024	121.83
			INV	720027020/JAN24 Electricity Charges - 09/11/2023 to 09/01/2024	122.27
			INV	988423140/JAN24 Electricity Charges - 11/11/2023 to 10/01/2024	310.10
			INV	636506250/JAN24 Electricity Charges - 10/11/2023 to 09/01/2024	1,121.01
			INV	737718910/JAN24 Electricity Charges - 11/11/2023 to 12/01/2024	130.13
			INV	747890830/JAN24 Electricity Charges - 14/11/2023 to 11/01/2024	123.41
			INV	613497450/JAN24 Electricity Charges - 14/11/2023 to 15/01/2024	416.70
			INV	772901230/JAN24 Electricity Charges - 15/11/2023 to 16/01/2024	1,575.63
			INV	520407430/JAN24 Electricity Charges - 14/11/2023 to 11/01/2024	731.63
			INV	112786640/JAN24 Electricity Charges - 11/11/2023 to 09/01/2024	134.88
			INV	791961750/JAN24 Electricity Charges - 09/11/2023 to 09/01/2024	122.27
			INV	988414510/JAN24 Electricity Charges - 10/11/2023 to 11/01/2024	151.68
			INV	136133950/JAN24 Electricity Charges - 10/11/2023 to 11/01/2024	172.00
			INV	649993300/JAN24 Electricity Charges - 10/11/2023 to 09/01/2024	415.82
7738.2109-01	24/01/2024	ALS Library Services Pty Ltd			1,194.55
			INV	104157 Library Local Stock	424.13
			INV	104156 Library Local Stock	55.47
			INV	104155 Library Local Stock	714.95
7738.2291-01	24/01/2024	Battery All Types			25.00
			INV	200495 Battery - Bunbury Airport	25.00
7738.2430-01	24/01/2024	Picton Automotive Engineering			358.50
			INV	39809 Vehicle Service - BY740	358.50
7738.243-01	24/01/2024	Bunbury Bearings			1,232.00
			INV	3485755 Grease Guns	1,232.00
7738.2579-01	24/01/2024	TJ Depiazzi & Sons			995.50

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COB Municipal Account

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			INV	132368 Mulch	995.50
7738.2693-01	24/01/2024	Kmart			103.00
			INV	209719 Stationery	37.00
			INV	209793 Water Dispensers	66.00
7738.271-01	24/01/2024	Bunbury Harvey Regional Council			77.50
			INV	INV-4278 Waste Disposal - December 2023	77.50
7738.283-01	24/01/2024	Bunbury Machinery			96.18
			INV	SIB49598 Rammer Filter	96.18
7738.289-01	24/01/2024	Bunbury Mower Service Pty Ltd			3,288.90
			INV	71585#6 Mower Parts - Cable Throttle	102.00
			INV	71621#5 Tooling - Kombi Tools & Attachments	3,098.90
			INV	71698#6 Mower Parts/Repairs	88.00
7738.3-01	24/01/2024	A & L Printers			1,207.00
			INV	62829 Portable Board Magnets / A-Frame Sign Over Magnets	1,207.00
7738.306-02	24/01/2024	Bunbury Regional Entertainment Centre			1,000.00
			INV	D6512 2024 'COB Day' Venue Hire - Deposit	1,000.00
7738.3179-01	24/01/2024	Economic Development Australia Limited			2,970.00
			INV	INV-1273 Staff Training - EDA Professional Accreditation	2,970.00
7738.3204-01	24/01/2024	PFD Food Services Pty Ltd			1,519.45
			INV	LI942572 Cafe Supplies - BWP	1,519.45
7738.335-01	24/01/2024	Bunnings Group Limited			570.80
			INV	2179/01572672 Environmental Health - General Equipment	29.85
			INV	2179/01142993 Graffiti Remover Pressure Cleaner Supplies	78.25
			INV	2179/00175734 Wood & Paint - SWSC Stadium	68.46
			INV	2179/01446458 Decking and Screws - Big Swamp Boardwalk	110.37
			INV	2179/01657155 Door Closer - SWSC	151.98
			INV	2179/01446722 Paint	93.01
			INV	2179/00175878 Gas Cylinders	38.88
7738.3376-01	24/01/2024	Sonic HealthPlus			1,369.50
			INV	3141132 Pre-Employment Medicals	456.50
			INV	3139918 Pre-Employment Medicals	456.50
			INV	3141131 Pre-Employment Medicals	456.50
7738.3426-01	24/01/2024	Department of Premier and Cabinet			2,217.60
			INV	1006688 Gazette Publishing - Local Planning Scheme Amendment	2,217.60
7738.3549-01	24/01/2024	Repco			107.80
			INV	4310365383 Light Globes - Various Vehicles	107.80
7738.3637-01	24/01/2024	MJB Industries Pty Ltd			1,955.89
			INV	12809-1 Drainage Components - Hands Oval	1,297.89

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			INV	12878	Grate Cover - College Grove	658.00
7738.3665-01	24/01/2024	Prime Industrial Products Pty Ltd T/A Prime Supplies				1,282.27
			INV	260234189	Swivel Hook and Shackles	324.45
			INV	240372911	Electrolytes	231.00
			INV	260234860	15 x Pairs of Anti-Vibration Gloves	174.33
			INV	240373954	Drill Bit Sets	293.70
			INV	240374326	Sunscreen	72.72
			INV	240374422	Hard Hat Brims	153.56
			INV	260235321	Knee Pads	32.51
7738.3935-01	24/01/2024	Pressure Masters				97.24
			INV	71221	Water Tank Lid Replacement - 1TZE951	97.24
7738.3958-01	24/01/2024	JCW Electrical Pty Ltd				2,428.45
			INV	21848	Hands Oval Toilet Block Power Disconnection	310.75
			INV	21791	Electrical Maintenance - Bonnefoi Blvd Lighting	417.00
			INV	21800	Electrical Maintenance - Bunbury Library Lighting	276.71
			INV	21784	Electrical Maintenance - SWSC RPM Room Lighting	310.75
			INV	21797	SWSC & Hay Park Pavilion Projector Installation	1,113.24
7738.415-01	24/01/2024	City & Regional Fuels				89.32
			INV	928752	Kerosene - BY785	89.32
7738.4164-01	24/01/2024	ERG Electrics Pty Ltd				4,473.70
			INV	10841	Electrical & Lighting - Haley/Prinsep/Carmody	4,473.70
7738.4167-01	24/01/2024	The Print Shop Bunbury				2,002.00
			INV	1625951	SkyFest 2024 Event Signage	1,056.00
			INV	1626589	SkyFest 2024 Flags	588.50
			INV	1626605	SkyFest 2024 Signage	357.50
7738.4437-01	24/01/2024	Department of Transport				24.25
			INV	8049843	Vehicle Searches - December 2023	24.25
7738.4505-01	24/01/2024	CipherTel Pty Ltd				3,300.00
			INV	16404	Depot Microwave Link - January 2024	3,300.00
7738.4858-01	24/01/2024	Arbor Guy				6,768.04
			INV	91390	Tree Maintenance - Turner Street	332.64
			INV	91391	Tree Maintenance - Wisbey Street	332.64
			INV	91392	Tree Maintenance - Wellington Street	361.15
			INV	91393	Tree Maintenance - Sampson Road	332.64
			INV	91395	Tree Maintenance - Cranbrook Way	945.65
			INV	91394	Tree Maintenance - Stockley Road	332.64
			INV	91396	Tree Maintenance - Frankel Street	665.28
			INV	91397	Tree Maintenance - Orchid Drive	945.65

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<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>	
			INV	91398	Tree Maintenance - Queens Gardens	332.64
			INV	91399	Tree Maintenance - East Bunbury	332.64
			INV	91400	Tree Maintenance - Trinity Rise	1,854.47
7738.4891-01	24/01/2024	Data#3 Ltd				294.25
			INV	SIN000176312	Snagit Software Annual Licence	294.25
7738.50-01	24/01/2024	Onsite Rental Group Operations Pty Ltd				4,533.22
			INV	3773230	Portable Toilets Hire - Forrest Park	4,533.22
7738.5036-01	24/01/2024	Environex International Pty Ltd				605.42
			INV	317869	SWSC Chemicals and Cleaning Supplies	605.42
7738.5178-01	24/01/2024	Landmark Products Ltd - PML (Supplier)				83,435.00
			INV	138084	Des Ugle Park Toilets - Supply & Fit Out Restrooms	83,435.00
7738.5238-01	24/01/2024	Beyond Bricks WA Pty Ltd				348.48
			INV	134675	Bricks	348.48
7738.5725-01	24/01/2024	Officeworks Superstores Pty Ltd - Bunbury (50693711)				1,818.93
			INV	606908994	Stationery - BWP	204.30
			INV	611945802	Office Supplies	43.66
			INV	606922130	Receipt Rolls	45.74
			INV	606220905	SWSC Creche Supplies	228.66
			INV	611464610	Stationery - Administration	742.95
			INV	606501334	IT Supplies	78.92
			INV	606615516	Stationery - Museum	82.10
			INV	606617218	Stationery - Museum	22.10
			INV	611188552	Stationery - Museum	49.87
			INV	609968117	Stationery - BVIC	15.98
			INV	606724857	Gift Cards & Cards	304.65
7738.6173-01	24/01/2024	BM & JP Watts Pty Ltd				500.01
			INV	15560/2	Excess for Motor Vehicle Insurance Claim	500.01
7738.6202-01	24/01/2024	Easisalary (Easifleet)				729.60
			INV	173965	Novated Lease Payment	729.60
7738.6230-01	24/01/2024	Bunbury Towing & Busselton Towing Service				140.00
			INV	INV-47681	Abandoned Vehicle Towing Charges	140.00
7738.6266-01	24/01/2024	CB Traffic Solutions Pty Ltd				431.20
			INV	14875	Traffic Management - Glen Iris Drainage	431.20
7738.6333-01	24/01/2024	Equans Mechanical Services Australia Pty Ltd				7,446.04
			INV	2572946	Aircon Maintenance - BMHC	267.03
			INV	2572945	Aircon Maintenance - BREC	587.46
			INV	2561610	Annual Air-Conditioner Maintenance - Admin Building	1,425.22
			INV	2561593	Annual Air-Conditioner Maintenance - SWSC	1,425.22

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			INV	2572947	Air-Conditioner Maintenance - SWSC	267.03
			INV	2573331	Air-Conditioner Maintenance - Admin Building	632.50
			INV	2561591	Annual Air-Conditioner Maintenance - BREC	708.18
			INV	2561604	Annual Air-Conditioner Maintenance - BRAG	708.18
			INV	2561597	Air-Conditioner Maintenance - Bunbury Library	1,425.22
7738.6532-01	24/01/2024	SG Fleet Australia Pty Ltd - Novated Leases				432.95
			INV	FTR2806304	Novated Lease Payment	432.95
7738.6593-01	24/01/2024	Spencer Signs				200.20
			INV	32110	Honour Board Updates	200.20
7738.6614-01	24/01/2024	Aquatic Services WA Pty Ltd				6,375.60
			INV	AS#20174226	Chlorine Dosing Pump - SWSC Leisure Pool	1,975.60
			INV	AS#20174210	Chlorine Dosing Pump - SWSC Leisure Pool	4,400.00
7738.6798-01	24/01/2024	WINC Australia Pty Ltd				1,393.90
			INV	9044353859	Stationery - SWSC	200.05
			INV	9044226009	Stationery - Administration	1,193.85
7738.699-01	24/01/2024	ESRI Australia Pty Ltd				4,686.00
			INV	9090010743	ArcGIS Annual Software Licence	4,686.00
7738.7065-01	24/01/2024	Dynamic Security Management Pty Ltd				3,260.40
			INV	103	BRAG Security Patrols - December 2023	3,260.40
7738.7131-01	24/01/2024	PFI Supplies				268.60
			INV	71480	SWSC Vacuum Dustbags & Filters	268.60
7738.7151-01	24/01/2024	Procare Locksmiths				110.00
			INV	16229	Lock Repairs - Stirling Street	110.00
7738.7206-01	24/01/2024	Active Discovery				2,970.00
			INV	182579	Playground Repairs - Big Swamp	2,970.00
7738.7302-01	24/01/2024	Auscoinswest				575.30
			INV	3422	BVIC - Bunbury Souvenir Coins	575.30
7738.7321-01	24/01/2024	Moshi Moshi Marketing				7,175.00
			INV	MMM-6286	Developer Support - Community Digital Platform	7,175.00
7738.7403-01	24/01/2024	Safety & Rescue Equipment				3,670.86
			INV	10931	Install Height Safety System - Ned Myles Pavilion	3,670.86
7738.7433-01	24/01/2024	Griffos Soft Serve Slush N Coffee Pty Ltd				150.00
			INV	INV-0068	Catering - Splish Splash Family Day	150.00
7738.7714-01	24/01/2024	Michael Phillip Finn				975.00
			INV	SMHFA-R110124	Mental Health First Aid Refresher Training	975.00
7738.7744-01	24/01/2024	Super Cheap Auto Pty Ltd				18.92
			INV	814900001558787	Cutting Compound - Vehicle Maintenance	18.92
7738.7914-01	24/01/2024	Busselton Farmers Market				234.23

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			INV	1197040	BWP Animal Feed	138.59
			INV	1196892	BWP Animal Feed	95.64
7738.7999-01	24/01/2024	Jem McKelvie Pty Ltd T/A Vogue Furniture				800.00
			INV	1411	Sit Stand Desk Monitor Arms	800.00
7738.8111-01	24/01/2024	Protector Fire Services Pty Ltd				911.90
			INV	10084711	Isolate Detectors for Electrical Works - BMHC	482.90
			INV	10084759	Fire Detection System Check - BREC	429.00
7738.8144-01	24/01/2024	WA Mechanical and Site Services				3,977.12
			INV	INV-1986	Trailer Brake Repairs - 1TJX772	284.76
			INV	INV-1985	Mower Repairs - BY2778A	134.20
			INV	INV-1984	Graffiti Trailer Pressure Cleaner Repair - 1TZE951	226.83
			INV	INV-1983	Skid Steer Loader Bucket Repairs - BY706	3,331.33
7738.83-01	24/01/2024	Aqwest				104,726.40
			INV	41269176/JAN24	Consumption Charges - 05/10/2023 to 10/01/2024	313.60
			INV	41231481/JAN24	Consumption Charges - 05/10/2023 to 10/01/2024	576.00
			INV	41229279/JAN24	Consumption Charges - 03/10/2023 to 08/01/2024	211.20
			INV	41201617/JAN24	Consumption Charges - 04/10/2023 to 09/01/2024	3.20
			INV	41193608/JAN24	Consumption Charges - 03/10/2023 to 08/01/2024	1,721.60
			INV	41203712/JAN24	Consumption Charges - 04/10/2023 to 09/01/2024	665.60
			INV	41203746/JAN24	Consumption Charges - 05/10/2023 to 10/01/2024	793.60
			INV	41203795/JAN24	Consumption Charges - 04/10/2023 to 08/01/2024	2,214.40
			INV	41204066/JAN24	Consumption Charges - 05/10/2023 to 10/01/2024	60.80
			INV	41203803/JAN24	Consumption Charges - 03/10/2023 to 08/01/2024	4,614.40
			INV	41204058/JAN24	Consumption Charges - 04/10/2023 to 09/01/2024	1,126.40
			INV	41204074/JAN24	Consumption Charges - 04/10/2023 to 09/01/2024	67.20
			INV	41204462/JAN24	Consumption Charges - 03/10/2023 to 08/01/2024	25.60
			INV	41206541/JAN24	Consumption Charges - 03/10/2023 to 08/01/2024	608.00
			INV	41204660/JAN24	Consumption Charges - 04/10/2023 to 08/01/2024	2,326.40
			INV	41206731/JAN24	Consumption Charges - 05/10/2023 to 10/01/2024	3,046.40
			INV	41207408/JAN24	Consumption Charges - 04/10/2023 to 08/01/2024	25.60
			INV	41208885/JAN24	Consumption Charges - 03/10/2023 to 08/01/2024	108.80
			INV	41207929/JAN24	Consumption Charges - 03/10/2023 to 08/01/2024	19.20
			INV	41208562/JAN24	Consumption Charges - 03/10/2023 to 08/01/2024	105.60
			INV	41209792/JAN24	Consumption Charges - 05/10/2023 to 10/01/2024	3,257.60
			INV	41209800/JAN24	Consumption Charges - 03/10/2023 to 08/01/2024	1,667.20
			INV	41214065/JAN24	Consumption Charges - 03/10/2023 to 08/01/2024	1,500.80
			INV	41210089/JAN24	Consumption Charges - 04/10/2023 to 09/01/2024	2,742.40
			INV	41214669/JAN24	Consumption Charges - 03/10/2023 to 08/01/2024	336.00

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INV	41216813/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	57.60
INV	41216839/JAN24		Consumption Charges - 05/10/2023 to 10/01/2024	700.80
INV	41216870/JAN24		Consumption Charges - 05/10/2023 to 10/01/2024	233.60
INV	41218181/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	1,024.00
INV	41218579/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	1,190.40
INV	41220955/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	755.20
INV	41221045/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	1,788.80
INV	41219296/JAN24		Consumption Charges - 05/10/2023 to 10/01/2024	4,316.80
INV	41219528/JAN24		Consumption Charges - 05/10/2023 to 10/01/2024	3.20
INV	41269267/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	944.00
INV	41140567/JAN24		Consumption Charges - 10/10/2023 to 11/01/2024	1,145.60
INV	41111956/JAN24		Consumption Charges - 05/10/2023 to 10/01/2024	3,468.80
INV	41233156/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	681.60
INV	41228099/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	496.00
INV	41214073/JAN24		Consumption Charges - 04/10/2023 to 08/01/2024	326.40
INV	41207911/JAN24		Consumption Charges - 04/10/2023 to 08/01/2024	624.00
INV	41207341/JAN24		Consumption Charges - 04/10/2023 to 08/01/2024	163.20
INV	41206061/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	70.40
INV	41204652/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	480.00
INV	41203787/JAN24		Consumption Charges - 05/10/2023 to 10/01/2024	544.00
INV	41203779/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	259.20
INV	41203753/JAN24		Consumption Charges - 05/10/2023 to 10/01/2024	192.00
INV	41203738/JAN24		Consumption Charges - 05/10/2023 to 10/01/2024	240.00
INV	41203688/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	1,315.20
INV	41203704/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	105.60
INV	41203696/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	188.80
INV	41201419/JAN24		Consumption Charges - 04/10/2023 to 08/01/2024	153.60
INV	41200916/JAN24		Consumption Charges - 05/10/2023 to 10/01/2024	9.60
INV	41200270/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	592.00
INV	41193657/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	1,107.20
INV	41193632/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	92.80
INV	41193517/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	60.80
INV	41193392/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	892.80
INV	41193251/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	1,331.20
INV	41143959/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	76.80
INV	41109273/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	2,288.00
INV	41108903/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	144.00
INV	41106089/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	1,030.40

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INV	41107400/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	48.00
INV	41103565/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	249.60
INV	41100256/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	243.20
INV	41103383/JAN24		Consumption Charges - 04/10/2023 to 08/01/2024	441.60
INV	41104233/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	3,779.20
INV	41104241/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	86.40
INV	41107194/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	528.00
INV	41108291/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	736.00
INV	41109737/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	16.00
INV	41118936/JAN24		Consumption Charges - 05/10/2023 to 10/01/2024	6.40
INV	41138231/JAN24		Consumption Charges - 05/10/2023 to 10/01/2024	76.80
INV	41138678/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	2,112.00
INV	41133935/JAN24		Consumption Charges - 05/10/2023 to 10/01/2024	982.40
INV	41169095/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	12.80
INV	41173949/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	1,049.60
INV	41181371/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	92.80
INV	41185463/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	3,190.40
INV	41185802/JAN24		Consumption Charges - 04/10/2023 to 08/01/2024	4,771.20
INV	41186313/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	3.20
INV	41193228/JAN24		Consumption Charges - 03/10/2023 to 09/01/2024	16.00
INV	41193236/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	3,081.60
INV	41193285/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	44.80
INV	41193376/JAN24		Consumption Charges - 03/10/2023 to 09/01/2024	5,808.00
INV	41193400/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	16.00
INV	41193640/JAN24		Consumption Charges - 04/10/2023 to 08/01/2024	1,984.00
INV	41195009/JAN24		Consumption Charges - 05/10/2023 to 10/01/2024	2,259.20
INV	41198391/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	278.40
INV	41200189/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	86.40
INV	41228081/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	1,305.60
INV	41225343/JAN24		Consumption Charges - 05/10/2023 to 09/01/2024	12.80
INV	41233370/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	12.80
INV	41231507/JAN24		Consumption Charges - 04/10/2023 to 09/01/2024	393.60
INV	41233388/JAN24		Consumption Charges - 03/10/2023 to 08/01/2024	1,216.00
INV	41233396/JAN24		Consumption Charges - 05/10/2023 to 10/01/2024	1,913.60
INV	41237280/JAN24		Consumption Charges - 05/10/2023 to 09/01/2024	643.20
INV	41241332/JAN24		Consumption Charges - 04/10/2023 to 08/01/2024	3,545.60
INV	41242140/JAN24		Consumption Charges - 05/10/2023 to 09/01/2024	2,515.20
INV	41239310/JAN24		Consumption Charges - 04/10/2023 to 10/01/2024	3.20

City of Bunbury
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COB Municipal Account

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			INV	41241803/JAN24	Consumption Charges - 04/10/2023 to 08/01/2024	1,216.00
			INV	41252560/JAN24	Consumption Charges - 04/10/2023 to 08/01/2024	80.00
			INV	41253287/JAN24	Consumption Charges - 04/10/2023 to 08/01/2024	9.60
			INV	41193319/JAN24	Consumption Charges - 05/10/2023 to 09/01/2024	2,627.20
7738.862-01	24/01/2024	EJ Australia Pty Ltd				4,518.80
			INV	125861	Grates	4,518.80
7738.8647-01	24/01/2024	Playrope Group Pty Ltd				7,095.44
			INV	INV-1475	Cable Ride Pulley/Hand Grip/Seat/Chain Adapter	7,095.44
7738.8880-01	24/01/2024	Iconic Property Services Pty Ltd				16,099.97
			INV	PSI032397	Cleaning Services - December 2023	16,099.97
7738.9005-01	24/01/2024	Wardandi Miya-K Kaadadjiny Aboriginal Corporation				500.00
			INV	INV-00232	Welcome to Country - Community & Citizenship Awards	500.00
7738.9097-01	24/01/2024	Flick Anticimix Pty Ltd				10,120.00
			INV	601156462C	Bi-Annual Pest Treatment - King Cottage	220.00
			INV	601156474C	Bi-Annual Pest Treatment - Picton Hall	385.00
			INV	601156469C	Bi-Annual Pest Treatment - Payne Park	275.00
			INV	601156460C	Bi-Annual Pest Treatment - King Cottage	220.00
			INV	601156326C	Pest Control - BREC	880.00
			INV	601156323C	Pest Control - Paisley Centre Public Toilets	220.00
			INV	601156459C	Bi-Annual Pest Treatment - Big Swamp Toilets	220.00
			INV	601156318C	Pest Control - Morrissey Homestead	825.00
			INV	601156324C	Pest Control - Senior Citizens Centre	660.00
			INV	601156325C	Pest Control - Library	770.00
			INV	601156320C	Pest Control - Koombana Bay Ablutions	385.00
			INV	601156317C	Pest Control - Old Railway Station Cafe/BVIC	110.00
			INV	601156463C	Bi-Annual Pest Treatment - King Cottage	220.00
			INV	601156470C	Bi-Annual Pest Treatment - BRAG	880.00
			INV	601156471C	Bi-Annual Pest Treatment - Airport	385.00
			INV	601156468C	Bi-Annual Pest Treatment - Seniors Computer Club	385.00
			INV	601156464C	Bi-Annual Pest Treatment - Withers Library	385.00
			INV	601156473C	Bi-Annual Pest Treatment - Back Beach Cafe	495.00
			INV	601156472C	Bi-Annual Pest Treatment - Bowling Club	660.00
			INV	601156465C	Bi-Annual Pest Treatment - Kelly Park	220.00
			INV	601156461C	Bi-Annual Pest Treatment - King Cottage	220.00
			INV	601156466C	Bi-Annual Pest Treatment - Kelly Park	220.00
			INV	601156475C	Bi-Annual Pest Treatment - Lady Mitchell	440.00
			INV	601156467C	Bi-Annual Pest Treatment - Xavier Street	440.00
7738.926-01	24/01/2024	Call Associates Pty Ltd				1,607.32

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			INV	115946 Call Centre Fees - December 2023	1,607.32
7738.9317-01	24/01/2024	West Australian Newspapers Ltd - Administration			427.20
			INV	95916/JAN24 Newspapers - Administration	427.20
7738.940-01	24/01/2024	Institute of Public Works Engineering Australasia (Western Australia)			1,144.00
			INV	9407 Corporate Membership - G Harris	1,144.00
7738.958-01	24/01/2024	South West Isuzu			79.75
			INV	1474009 Vehicle Repairs - BY796	79.75
7738.9625-01	24/01/2024	ATC Work Smart Inc			55.00
			INV	INV010873 Staff First Aid Training	55.00
7738.9638-01	24/01/2024	Smart Parking Limited			5,181.33
			INV	AU-IN000425 Monthly Smartcloud Licence and Hosting Fee	5,181.33
7738.9760-01	24/01/2024	Louise Tasker			500.00
			INV	A101 SWAN 2024 Exhibition Artist Fee	500.00
7738.9788-01	24/01/2024	Patrick Godsell Construction			1,174.80
			INV	254 Graffiti Removal - Splash Park	1,174.80
7738.9922-01	24/01/2024	The Trustee for the Easton Family Trust (Blue Steel Roofing)			660.00
			INV	INV-0330 Gutter Cleaning - Museum/Paisley Centre	660.00
7738.993-01	24/01/2024	Wild Republic Australasia Pty Ltd			1,876.60
			INV	SI521151 Retail Merchandise - BWP	1,876.60
7740.10352-01	24/01/2024	Nadine Macintyre			584.00
			INV	Refund Street Trading Licence Partial Refund - Sweet N Tempting	584.00
7740.10450-01	24/01/2024	Megan Jane Williams-Jones & David Alexander Williams			601.29
			INV	ASN6633 Rates Refund	601.29
7740.11040-01	24/01/2024	Palliative Care WA Inc			500.00
			INV	Refund Refund of Payment Made in Error	500.00
7740.11041-01	24/01/2024	Les Pike Pty Ltd			1,995.27
			INV	ASN10243 Rates Refund	1,995.27
7740.9521-01	24/01/2024	Councillor M Quain			30.90
			INV	ALLOWANCE 11/12 Private Vehicle Allowance Claim	30.90
7741.9753-01	30/01/2024	Perkins WA Pty Ltd T/A Perkins Builders			884,215.86
			INV	12419 Hands Oval Stadium - Progress Claim 9	884,215.86
7742.136-01	30/01/2024	Australian Taxation Office			279,080.76
			INV	PP24-15 PAYG for COB Staff - F/E 16/01/2024	279,080.76
7743.10470-01	30/01/2024	Aware Super Clearing House			173,639.15
			INV	PP24-15 Superannuation for COB Staff - F/E 16/01/2024	173,639.15
7744.1802-01	04/01/2024	Western Australian Treasury Corporation			142,461.38
			INV	362/39 Loan Repayment 362 - BREC Extension	134,534.57
			INV	367/39 Loan Repayment 367 - Glen Iris Skate Park	7,926.81

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<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
7745.11044-01	31/01/2024	Mitch Jeffrey			3,124.86
			INV	Refund1501 SWSC Membership Refund	3,124.86
7746.10065-01	31/01/2024	Malatesta Group Holdings Pty Ltd T/A Malatesta Road Paving & Hot Mix			1,000.00
			INV	SINV04063 Asphalt	400.00
			INV	SINV04062 Asphalt	200.00
			INV	SINV04098 Asphalt	200.00
			INV	SINV04097 Asphalt	200.00
7746.10229-01	31/01/2024	S & S Wholesale Pty Ltd			481.88
			INV	334866 Studio 2 Art Materials - BRAG	481.88
7746.10314-01	31/01/2024	Davenport Plumbing			3,155.25
			INV	16490 Water Disconnection - Hands Oval Toilets	446.48
			INV	16486 Plumbing Maintenance - SWSC Toilets	801.24
			INV	16483 Plumbing Maintenance - Stirling Street Boat Ramp Toilets	483.24
			INV	16464 Plumbing Maintenance - Pelican Point Toilets	162.42
			INV	16488 Plumbing Maintenance - Council Chambers	443.67
			INV	16425 Plumbing Repairs - Holman Toilets	141.90
			INV	16530 Plumbing Repairs - Hay Park Water Fountain	169.30
			INV	16512 Plumbing Repairs - John Banks Memorial Dog Park	507.00
7746.10345-01	31/01/2024	The Trustee for P & H Unit Trust T/A Laundry Services Bunbury			249.32
			INV	INV-3602 Laundry Services for Meat Inspectors	133.38
			INV	INV-3645 Laundry Services for Meat Inspectors	115.94
7746.10381-01	31/01/2024	Brigitta Pollard			2,000.00
			INV	252629 OSHC Workshops - BRAG	2,000.00
7746.10640-01	31/01/2024	WA Laser Engraving			75.90
			INV	D1027 Paint Stencil - Fight the Bite Campaign	75.90
7746.10730-01	31/01/2024	Jonathan Frank Fawcett			540.00
			INV	5 SWSC Group Fitness Instructor	540.00
7746.10750-01	31/01/2024	D&L Studio Pty Ltd T/A Metal Artwork Badges			189.20
			INV	23243 Staff Name Badges	189.20
7746.10781-01	31/01/2024	South West Pets Bunbury Pty Ltd			297.35
			INV	I0000001847 BWP Animal Supplies	297.35
7746.109-01	31/01/2024	Australia Post			2,465.71
			INV	1012944659 Postage - December 2023	2,465.71
7746.10963-01	31/01/2024	A_Space Australia Pty Ltd			36,194.84
			INV	23526 Barnes Park Playground Renewal	36,194.84
7746.10979-01	31/01/2024	One Stop Auto Electrical			796.65
			INV	1254 Anderson Plug Installation - BY737	796.65
7746.10991-01	31/01/2024	Dalia Mohammed A Alkhyari			290.40

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			INV 3 Art Teach Sundowner Catering - BRAG	290.40
7746.1104-01	31/01/2024	M & B Sales Pty Ltd		825.00
			INV 20202275 Hook & Door Stops	825.00
7746.1156-01	31/01/2024	Truck Centre (WA) Pty Ltd		190,228.55
			INV AR218401 Vehicle Purchase - BY605	190,228.55
7746.1266-01	31/01/2024	Novel Smash Repairs		500.00
			INV 29,595 Insurance Excess - BY913U	500.00
7746.1384-01	31/01/2024	Programmed Property Services Pty Ltd		8,360.00
			INV SINV669593 Painting - Hungry Hollow Toilets	8,360.00
7746.1437-01	31/01/2024	Ricoh Business Centre (Emerge Office)		90.93
			INV 168447 Photocopier Meter Readings - Withers Library	90.93
7746.150-01	31/01/2024	Baileys Fertilisers		1,826.00
			INV 44545 Fertiliser	1,826.00
7746.1541-01	31/01/2024	Southern Lock and Security		309.24
			INV C29084 Door Handle & Lock	309.24
7746.1579-01	31/01/2024	Stirling Street Arts Centre		1,100.00
			INV 9132 2023/2024 Grant Funding - Art in the Garden	1,100.00
7746.1623-01	31/01/2024	South West Septics		297.00
			INV IV000006297 Empty Greasetrap - Hay Park South Pavilion	297.00
7746.1709-01	31/01/2024	Total Eden Pty Ltd / Nutrien Water		13,332.01
			INV 413007574 Retic Supplies - Stock	36.08
			INV 413006061 Retic Supplies - Stock	8,923.64
			INV 413003595 Retic Supplies - Stock	3,877.29
			INV 413007717 Retic Supplies - Stock	495.00
7746.1838-01	31/01/2024	Synergy		42,392.03
			INV 404999390/JAN24 Electricity Charges - 16/11/2023 to 16/01/2024	586.26
			INV 795625870/JAN24 Electricity Charges - 16/11/2023 to 16/01/2024	1,490.93
			INV 699527730/JAN24 Electricity Charges - 16/11/2023 to 17/01/2024	584.86
			INV 260868030/JAN24 Electricity Charges - 14/11/2023 to 15/01/2024	180.39
			INV 376056750/JAN24 Electricity Charges - 20/12/2023 to 16/01/2024	543.27
			INV 361833700/JAN24 Electricity Charges - 20/12/2023 to 16/01/2024	839.09
			INV 706549630/JAN24 Electricity Charges - 16/11/2023 to 17/01/2024	208.92
			INV 684226670/JAN24 Electricity Charges - 11/11/2023 to 15/01/2024	157.77
			INV 126185130/JAN24 Electricity Charges - 16/11/2023 to 17/01/2024	733.03
			INV 716747120/JAN24 Electricity Charges - 14/11/2023 to 15/01/2024	124.23
			INV 734367830/JAN24 Electricity Charges - 18/11/2023 to 18/01/2024	371.42
			INV 650277130/JAN24 Electricity Charges - 18/11/2023 to 18/01/2024	158.17
			INV 804935070/JAN24 Electricity Charges - 16/11/2023 to 16/01/2024	122.27

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			INV 444045800/JAN24 Electricity Charges - 18/11/2023 to 18/01/2024	122.57
			INV 262006000/JAN24 Electricity Charges - 17/11/2023 to 17/01/2024	128.10
			INV 191682160/JAN24 Electricity Charges - 18/11/2023 to 18/01/2024	154.48
			INV 218944510/JAN24 Electricity Charges - 20/12/2023 to 16/01/2024	24,417.50
			INV 178228490/JAN24 Electricity Charges - 20/12/2023 to 16/01/2024	344.14
			INV 776565900/JAN24 Electricity Charges - 20/12/2023 to 16/01/2024	2,294.86
			INV 194258760/JAN24 Electricity Charges - 20/12/2023 to 16/01/2024	109.91
			INV 297214110/JAN24 Electricity Charges - 20/12/2023 to 16/01/2024	728.59
			INV 804080240/JAN24 Electricity Charges - 20/12/2023 to 16/01/2024	2,572.52
			INV 866641150/JAN24 Electricity Charges - 21/11/2023 to 17/01/2024	114.38
			INV 701425140/JAN24 Electricity Charges - 21/11/2023 to 17/01/2024	209.20
			INV 172400750/JAN24 Electricity Charges - 20/12/2023 to 16/01/2024	602.42
			INV 156409070/JAN24 Electricity Charges - 22/11/2023 to 19/01/2024	116.35
			INV 984979080/JAN24 Electricity Charges - 22/11/2023 to 19/01/2024	163.91
			INV 337812770/JAN24 Electricity Charges - 20/12/2023 to 16/01/2024	1,811.99
			INV 324624410/JAN24 Electricity Charges - 15/11/2023 to 16/01/2024	1,381.93
			INV 250842960/JAN24 Electricity Charges - 14/11/2023 to 11/01/2024	220.37
			INV 987904520/JAN24 Electricity Charges - 14/11/2023 to 11/01/2024	2.06
			INV 991840270/JAN24 Electricity Charges - 09/11/2023 to 10/01/2024	565.61
			INV 228505830/JAN24 Electricity Charges - 20/12/2023 to 16/01/2024	81.52
			INV 960071230/JAN24 Electricity Charges - 20/12/2023 to 16/01/2024	69.41
			INV 407491810/JAN24 Electricity Charges - 20/12/2023 to 16/01/2024	79.60
7746.1867-01	31/01/2024	Work Clobber - Bunbury		549.09
			INV 23-00025703 Staff Uniform - Administration	363.17
			INV 23-00023631 Staff Uniform - Infrastructure	185.92
7746.194-01	31/01/2024	J Blackwood & Son Pty Ltd		106.27
			INV SI07006349 Sunscreen	106.27
7746.197-01	31/01/2024	BOC Limited		280.73
			INV 4035884814 Gas Charges - Depot	39.17
			INV 4035830796 Gas Charges - SWSC	241.56
7746.2070-01	31/01/2024	Passionate Baker		249.12
			INV 195901 SWSC Cafe Supplies	38.92
			INV 195780 SWSC Cafe Supplies	42.82
			INV 195687 SWSC Cafe Supplies	42.82
			INV 195584 SWSC Cafe Supplies	38.92
			INV 195460 SWSC Cafe Supplies	42.82
			INV 195364 SWSC Cafe Supplies	42.82
7746.2202-01	31/01/2024	Woolworths Limited		484.10

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			INV	6910996 Library Public & Community Engagement (PACE) Supplies	37.50
			INV	6956799 BWP Supplies	199.15
			INV	6843034 Library Supplies	57.50
			INV	7007091 Skyfest 2024 Supplies	72.95
			INV	6962331 Coffee - Administration	117.00
7746.2209-01	31/01/2024	Bidfood Australia (SWSC)			4,899.14
			INV	I61527576.BRY SWSC Cafe Supplies	648.74
			INV	I61511251.BRY SWSC Cafe Supplies	1,038.58
			INV	I61564178.BRY SWSC Cafe Supplies	1,966.29
			INV	I61638406.BRY SWSC Cafe Supplies	1,245.53
7746.2273-01	31/01/2024	ABC Filters			55.00
			INV	32029 SWSC Cafe Range Hood Filters	55.00
7746.2430-01	31/01/2024	Picton Automotive Engineering			558.45
			INV	39829 Plant Service - BY790	558.45
7746.2453-01	31/01/2024	Dormakaba Australia Pty Ltd			198.00
			INV	35WA1174649 Automatic Door Maintenance - Koolambidi Woola	198.00
7746.2693-01	31/01/2024	Kmart			134.40
			INV	210138 Party Animals Supplies - BWP	109.40
			INV	207200 eServices Supplies - Switch Accessories	25.00
7746.271-01	31/01/2024	Bunbury Harvey Regional Council			43,522.24
			INV	INV-4250 Waste Disposal - December 2023	43,522.24
7746.289-01	31/01/2024	Bunbury Mower Service Pty Ltd			180.00
			INV	71665 Replace Mower Blades - BY2778A	180.00
7746.292-01	31/01/2024	Bunbury Nissan			575.00
			INV	329219 Vehicle Service - BY759	255.00
			INV	329349 Plant Service - BY755	320.00
7746.306-02	31/01/2024	Bunbury Regional Entertainment Centre			14,757.00
			INV	1834 2024 'COB Day' Venue Hire, Catering & Equipment Hire	14,757.00
7746.3093-01	31/01/2024	RTS Diesel South West			19,006.56
			INV	3927 Plant Repairs - 1EZW305	19,006.56
7746.311-01	31/01/2024	Bunbury Runners Club Inc			4,000.00
			INV	BRC2024-5 2023/2024 Grant Funding - Bunbury 3 Waters Running	4,000.00
7746.317-01	31/01/2024	City of Bunbury Surf Life Saving Club Inc			3,219.48
			INV	2023/24 Q3 2023/24 Capital Equipment Grant - Q3	3,219.48
7746.3204-01	31/01/2024	PFD Food Services Pty Ltd			8,500.40
			INV	L997353 SWSC Cafe Supplies	2,198.00
			INV	L960310 SWSC Cafe Supplies	2,020.60
			INV	L929590 SWSC Cafe Supplies	1,450.20

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			INV	LK255067 SWSC Cafe Supplies	1,114.35
			INV	LK228648 SWSC Cafe Supplies	1,717.25
7746.327-01	31/01/2024	Bunbury Veterinary Clinic			322.50
			INV	1/452499 Veterinary Consultations - Rangers	322.50
7746.335-01	31/01/2024	Bunnings Group Limited			3,112.40
			INV	2179/01142131 USB Charging Towers - Library	64.72
			INV	2179/01142132 General Library and PACE Supplies	61.40
			INV	2179/01448995 Paint - SWSC	90.73
			INV	2179/01449138 Timber Panels/Timber Treatments - Landscaping	598.47
			INV	2179/00216651 Drill Bits/Tie Down Ratchet Sets/Insect Spray	427.41
			INV	2179/00216399 Bins Bags - SWSC	97.00
			INV	2179/99819568 Trestle Tables - SWSC	786.60
			INV	2179/01273662 Cleaner Disinfectant Diggers - BY775	5.92
			INV	2179/01447964 Power Boards/Brackets - Koombana/Anchorage Cove	231.71
			INV	2179/01272808 Gloves/Safety Glasses/Cable Ties/Insect Spray/Hose	328.00
			INV	2179/01579437 Buckets/Tape Measure/Tape/Canvas Drop Sheet	211.80
			INV	2179/01448686 Plaster Repair Kit - SWSC	33.41
			INV	2179/01278447 Skyfest 2024 Supplies	175.23
7746.346-01	31/01/2024	Bunbury Ventilation & Airconditioning (BVA Metal Fabrications)			1,006.16
			INV	41610-8223 Stainless Steel Push Plates - SWSC	1,006.16
7746.3473-01	31/01/2024	Instant Racking			329.00
			INV	66291 SWSC Scoreboard Tool Box	329.00
7746.3619-01	31/01/2024	Artists Chronicle			940.00
			INV	INV-0454 Stuart Elliott Advertising - BRAG	940.00
7746.3637-01	31/01/2024	MJB Industries Pty Ltd			21,921.90
			INV	12809-8 Drainage Materials - Hands Oval	1,626.90
			INV	12809-2 Drainage Materials - Hands Oval	3,248.85
			INV	12809-3 Drainage Materials - Hands Oval	3,248.85
			INV	12809-4 Drainage Materials - Hands Oval	3,645.84
			INV	12809-5 Drainage Materials - Hands Oval	3,372.60
			INV	12809-7 Drainage Materials - Hands Oval	3,372.60
			INV	12809-6 Drainage Materials - Hands Oval	3,406.26
7746.3665-01	31/01/2024	Prime Industrial Products Pty Ltd T/A Prime Supplies			1,009.64
			INV	240375671 Fixtex Nuts for Grinder/Flange	87.77
			INV	240374929 Tooling - M18 Cordless 2-Speed Grease Gun	598.40
			INV	260236069 Nuts/Washer - Koombana/Anchorage Cove Lighting	36.49
			INV	260236275 D Shackles - Hands Oval Drainage	57.04
			INV	240376897 Kneeling Boards	90.75

City of Bunbury
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COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
			INV	240375452 Signs	115.83
			INV	240376415 Flagging Tape	23.36
7746.3848-01	31/01/2024	Bunbury Farmers Market			119.94
			INV	8851 Catering - Snippets of South West Historical Write	89.98
			INV	12202340076 SWSC Cafe Supplies	29.96
7746.3958-01	31/01/2024	JCW Electrical Pty Ltd			2,718.51
			INV	21803 Electrical Maintenance - Switchboard & Timeclock	2,500.98
			INV	22022 Electrical Maintenance - Koombana Bay	217.53
7746.3977-01	31/01/2024	Western AG Pty Ltd			550.00
			INV	11232 Plant Parts - BY87076	550.00
7746.4167-01	31/01/2024	The Print Shop Bunbury			520.80
			INV	1626810 Summer Lovin Banners - Skyfest 2024	203.50
			INV	1626624 Party Animals Stickers - BWP	71.50
			INV	1626373 Party Animal Stickers - BWP	173.80
			INV	1626623 Party Animals Stickers - BWP	22.00
			INV	1627563 Printing - Citizen & Community Group Certificates	50.00
7746.4204-01	31/01/2024	Orbit Health & Fitness Solutions Pty Ltd			184.00
			INV	748,679 Resistance Bands - SWSC	184.00
7746.4296-01	31/01/2024	ThinkWater Bunbury			804.57
			INV	715537 Retic Repairs - BVA Metal Fabrications	804.57
7746.462-02	31/01/2024	Coca Cola Amatil (Aust) Pty Ltd			2,983.36
			INV	233143283 SWSC Cafe Supplies	1,359.74
			INV	233196834 SWSC Cafe Supplies	1,623.62
7746.4644-01	31/01/2024	Silverfern Computers			19,745.00
			INV	19985 ManageEngine ServiceDesk Annual Subscription	19,745.00
7746.474-01	31/01/2024	Geographe Ford			330.00
			INV	FOMSB95835 Plant Service - BY704	330.00
7746.48-01	31/01/2024	Alinta Energy			238.70
			INV	786114270/JAN24 Gas Charges - 05/10/2023 to 10/01/2024	191.05
			INV	481999540/JAN24 Gas Charges - 06/10/2023 to 11/01/2024	47.65
7746.4858-01	31/01/2024	Arbor Guy			8,802.41
			INV	91464 Branch Removal/Mulch - BWP	660.00
			INV	91454 Street Tree Maintenance - Timperley/Latrielle Road	1,943.57
			INV	91453 Street Tree Maintenance - Holman Street	2,012.47
			INV	91346 Street Tree Maintenance - Carey Street	541.73
			INV	91458 Street Tree Maintenance - Picton Crescent	1,857.45
			INV	91494 Tree Removal - BWP Kangaroo Enclosure	440.00
			INV	91500 Street Tree Maintenance - Wisbey Street/Mitchell Clinic	1,347.19

City of Bunbury
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<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
7746.4993-01	31/01/2024	Vorgee			4,224.00
			INV 182808	SWSC Trading Merchandise	1,801.80
			INV 183050	Goggles - SWSC	442.20
			INV 183049	Goggles - SWSC	1,980.00
7746.5259-01	31/01/2024	Electronic Scoreboards Australia Pty Ltd			2,190.34
			INV INV-3557	Upgrade Scoreboard Processor & Transmitter - SWSC	2,190.34
7746.527-01	31/01/2024	Cross Security Services			4,115.70
			INV INV-32204	Alarm System Maintenance - Library	143.00
			INV INV-32203	Alarm System Maintenance - SWSC	172.70
			INV INV-32194	Quarterly Alarm System Monitoring	3,800.00
7746.5412-01	31/01/2024	Picton Civil Pty Ltd			9,487.50
			INV P19105	Machinery Hire - Animal Shelter	6,682.50
			INV P19106	Machinery Hire - Punchbowl Caravan Park	2,805.00
7746.5532-01	31/01/2024	Rethink Marketing			1,161.60
			INV PO238576	Advertising - 2023/2024 Mosquito-Borne Disease	1,161.60
7746.5725-01	31/01/2024	Officeworks Superstores Pty Ltd - Bunbury (50693711)			132.91
			INV 606010814	Stationery - BWP	132.91
7746.5741-01	31/01/2024	Picton Tyre Centre Pty Ltd			3,972.50
			INV J81316	Tyres Replacement - BY775	3,259.00
			INV J81315	Tyre Puncture Repairs - BY751	148.50
			INV J81456	Tyre Repairs - BY83670	45.00
			INV J81433	Tyre Valve Repairs - BY85909	162.00
			INV J81310	Tyre Valve Replacement - BY85909	40.50
			INV J81566	Tyre Replacement - BY906W	292.50
			INV J81469	Tyre Plug Repair - BY2778A	25.00
7746.5798-01	31/01/2024	Rena Elizabeth Twigg			390.00
			INV 30	SWSC Group Fitness Instructor	390.00
7746.6089-01	31/01/2024	Margaret River Busselton Tourism Association Inc			350.00
			INV INV-10558	Advertising - Museum	350.00
7746.6221-01	31/01/2024	West Australian Newspapers Ltd - SWSC			191.86
			INV 73614012024	Newspapers - SWSC	87.39
			INV 73621012024	SWSC Newspapers	104.47
7746.6230-01	31/01/2024	Bunbury Towing & Busselton Towing Service			420.00
			INV INV-48797	Vehicle Towing Charges	140.00
			INV INV-48287	Vehicle Towing Charges	140.00
			INV INV-48855	Vehicle Towing Charges	140.00
7746.6266-01	31/01/2024	CB Traffic Solutions Pty Ltd			5,475.80
			INV 14877	Traffic Management - Estuary Drive	246.40

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<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>	
			INV	14912	Traffic Management - Dwyer Street	4,734.40
			INV	14913	Traffic Management - Halsey Street	495.00
7746.6333-01	31/01/2024	Equans Mechanical Services Australia Pty Ltd				9,137.26
			INV	2568781	Aircon Preventative Maintenance - BRAG	127.17
			INV	2568786	Aircon Preventative Maintenance - Animal Shelter	45.96
			INV	2568769	Aircon Preventative Maintenance - Museum	27.57
			INV	2568763	Aircon Preventative Maintenance - BWP	128.71
			INV	2568759	Aircon Preventative Maintenance - Community Hall	45.96
			INV	2573770	Exhaust Fan System Replacement - BREC	8,107.00
			INV	2568780	Aircon Preventative Maintenance - Multi Sports Pavilion	176.21
			INV	2568755	Aircon Preventative Maintenance - Withers Library	78.13
			INV	2574459	Aircon Maintenance - Library	240.33
			INV	2574570	Aircon Maintenance - Koolambidi Woola	160.22
7746.6365-01	31/01/2024	Corsign WA Pty Ltd				44.00
			INV	81070	Stickers for Parking Signs	44.00
7746.6497-01	31/01/2024	GT Fabrication				4,660.00
			INV	12212	Plant Maintenance - BY5125A	3,280.00
			INV	12224	Canopy Door Hinge/Lock Repairs - BY701	1,380.00
7746.6730-01	31/01/2024	Kustom Engineering Pty Ltd				1,314.50
			INV	INV-240034	DRAINS Software Annual Maintenance & Support	1,314.50
7746.6774-01	31/01/2024	Quantified Tree Risk Assessment				2,880.90
			INV	12940	Staff Training Registrations	2,880.90
7746.6787-01	31/01/2024	McDonald Fencing				4,664.00
			INV	INV-6794	Fencing Repairs - Riverlea Glen Iris	473.00
			INV	INV-6790	Fencing - Library Croc Top Installation	924.00
			INV	INV-6800	Fencing - Hands Oval Ambulance Access Gate	1,424.50
			INV	INV-6803	Fencing - Hands Oval Vehicle Access Gate	1,842.50
7746.6798-01	31/01/2024	WINC Australia Pty Ltd				259.83
			INV	9044388916	Stationery	259.83
7746.6936-01	31/01/2024	Maia Financial Pty Limited				9,785.92
			INV	C43044	Smart Parking Management System - January 2024	9,785.92
7746.7151-01	31/01/2024	Procure Locksmiths				1,463.00
			INV	16434	Key/Lock Repairs - Des Ugle Park Toilets	220.00
			INV	16460	Key/Locks Repairs - Koombana Bay Surf Club Tower/Depot	1,243.00
7746.7254-01	31/01/2024	Bossea Pty Ltd T/A South West Recycling				330.00
			INV	INV-8417	Collection of Confidential Bins	330.00
7746.7283-01	31/01/2024	Team Global Express (IPEC) Pty Ltd				172.01
			INV	0628-C209150	Freight	86.28

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			INV	0629-C209150 Freight	85.73
7746.7326-01	31/01/2024	The Information Management Group Pty Ltd (TIMG)			5,035.66
			INV	93651278 Records Offsite Storage Fee - December 2023	578.13
			INV	95043164 Records Scanning - December 2023	4,457.53
7746.7357-01	31/01/2024	West Coast Waste Pty Ltd			10,972.50
			INV	43458 Hook Bin - Depot	880.00
			INV	A118731 Concrete/Sand/Rubble Removal	2,640.00
			INV	A1187101 Concrete/Rubble Disposal	1,980.00
			INV	A1187121 Mixed C&D Waste	1,760.00
			INV	A1187171 Mixed C&D Waste	2,860.00
			INV	A1187191 Concrete/Sand/Rubble Removal - Dog Pound	440.00
			INV	43505 Skip Bin Hire - SWSC	412.50
7746.739-01	31/01/2024	Brownes Food Operations Pty Ltd			1,566.49
			INV	17621035 SWSC Cafe Supplies	701.77
			INV	17609860 SWSC Cafe Supplies	864.72
7746.7497-01	31/01/2024	Picton Trailer Hire			210.00
			INV	1491 Scissor Lift Hire	210.00
7746.7566-01	31/01/2024	The Trustee for Coughlan Nirgude Family Trust T/A Barton Jones Wines			617.76
			INV	INV-0512 Stuart Elliott Event Refreshments - BRAG	617.76
7746.7882-01	31/01/2024	Mitchell James			500.00
			INV	2 Summer Lovin Light Up The Night Roaming Santa	500.00
7746.7914-01	31/01/2024	Busselton Farmers Market			249.36
			INV	1197163 SWSC Cafe Supplies	141.79
			INV	1197306 BWP Animal Feed	107.57
7746.799-01	31/01/2024	Glenn Buck Milk Distribution			717.70
			INV	1099 Milk - Depot	265.40
			INV	1098 Milk - Administration	452.30
7746.8033-01	31/01/2024	Essential Coffee Pty Ltd			238.33
			INV	SI-00297332 BWP Coffee Machine Rental	238.33
7746.8057-01	31/01/2024	A1 Sign Shop			598.95
			INV	INV-4886 Signage Materials	598.95
7746.8111-01	31/01/2024	Protector Fire Services Pty Ltd			795.30
			INV	10084749 Emergency Warning System Fault Repair - SWSC	795.30
7746.8144-01	31/01/2024	WA Mechanical and Site Services			2,424.27
			INV	INV-1992 Plant Maintenance - BY745	188.10
			INV	INV-1987 Plant Service - BY86290	251.24
			INV	INV-1994 Retrieval of Vehicle from Airport Runway	198.66
			INV	INV-2003 Plant Service - BY443V	1,786.27

City of Bunbury
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Reference No.	Date	Payee	Description	Amount
7746.8226-01	31/01/2024	Nutrien Ag Solutions Limited		187.00
			INV 910240721 Roundup Biactive	187.00
7746.83-01	31/01/2024	Aqwest		47,069.49
			INV 41275140/JAN24 Consumption Charges - 05/10/2023 to 10/01/2024	3,468.80
			INV 41193277/JAN24 Consumption Charges - 04/10/2023 to 08/01/2024	704.00
			INV 41191487/JAN24 Consumption Charges - 04/10/2023 to 09/01/2024	153.60
			INV 41131558/JAN24 Consumption Charges - 05/10/2023 to 09/01/2024	1,040.00
			INV 41125071/JAN24 Consumption Charges - 03/10/2023 to 08/01/2024	35.20
			INV 41109240/JAN24 Consumption Charges - 03/10/2023 to 08/01/2024	134.40
			INV 41217753/JAN24 Consumption Charges - 03/10/2023 to 08/01/2024	182.40
			INV 41193665/JAN24 Consumption Charges - 04/10/2023 to 09/01/2024	29,984.00
			INV 41187451/JAN24 Consumption Charges - 04/10/2023 to 09/01/2024	838.40
			INV 41193368/JAN24 Consumption Charges - 04/10/2023 to 09/01/2024	144.00
			INV 41193327/JAN24 Consumption Charges - 03/10/2023 to 08/01/2024	4,803.20
			INV 41167388/JAN24 Consumption Charges - 04/10/2023 to 08/01/2024	5,308.80
			INV 41131111/JAN24 Consumption Charges - 05/10/2023 to 09/01/2024	272.69
7746.8311-01	31/01/2024	Marchese Enterprises Pty Ltd t/as MJ Goods		1,087.68
			INV N14894 Toilet Paper Supplies	1,087.68
7746.845-01	31/01/2024	Halifax Crane Hire Pty Ltd		528.00
			INV 74534 Crane Hire - Koombana Christmas Tree Dismantle	528.00
7746.869-01	31/01/2024	Acumentis South West - Southpoint Nominees Pty Ltd		8,250.00
			INV 2312002840.1 Valuation - Lot 37 Nuytsia Avenue, Carey Park	4,400.00
			INV 2311002949.1 Valuation - Lot 501 Milligan Street, Carey Park	3,850.00
7746.8791-01	31/01/2024	The Trustee for the Folan Family Trust T/A Inspired Dev't Sol Pty Ltd		6,479.18
			INV 2060 OCI Briefing Session - Executive Leadership Team	3,080.00
			INV 2059 Print Profile Briefing Session - Executive Leadership Team	3,399.18
7746.8845-01	31/01/2024	Zen Corp Pty Ltd T/A Blue Print Screen Art		1,069.75
			INV 43583 Summer Lovin Shirts Screen Artwork - SkyFest 2024	1,069.75
7746.906-01	31/01/2024	Huggable Toys		314.99
			INV 51661 BWP Merchandise	314.99
7746.9097-01	31/01/2024	Flick Anticimix Pty Ltd		8,987.00
			INV 603007725 Pest Control - Marlston Hill Lookout	352.00
			INV 601156689C Pest Control - BWP	440.00
			INV 601156697C Pest Control - Koolambidi Woola	440.00
			INV 601156696C Pest Control - Koolambidi Woola	220.00
			INV 601156690C Pest Control - Community Hall	550.00
			INV 601156682C Pest Control - Depot Rear Store Workshop	330.00
			INV 601156681C Pest Control - Depot Main Store & Workshops	550.00

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			INV	601156700C Pest Control - Hay Park Multi Sports Changerooms	495.00
			INV	601156692C Pest Control - SSAC City Bank Room	385.00
			INV	601156693C Pest Control - SSAC Art Gallery	440.00
			INV	601156694C Pest Control - SSAC Pottery Building	220.00
			INV	601156686C Pest Control - Moorabinda Croquet Clubrooms	495.00
			INV	601156699C Pest Control - SWSC	495.00
			INV	601156685C Pest Control - Waste Depot	110.00
			INV	601156680C Pest Control - Depot Administration	660.00
			INV	601156687C Pest Control - Payne Park Thomas Street Hall	275.00
			INV	601156688C Pest Control - Shoestring Cafe	495.00
			INV	601156695C Pest Control - Graham Bricknell Music Shell	440.00
			INV	601156701C Pest Control - Neville Eastman Pavilion	495.00
			INV	601156684C Pest Control - Surf Life Saving Club	660.00
			INV	601156691C Pest Control - SSAC Studio & Administration	440.00
7746.9346-01	31/01/2024	MM Plastics Pty Ltd T/A Graphic Art Mart			1,612.89
			INV	GSSI1041776 Cutting Blade Holder and Supplies - Signage	1,570.10
			INV	GSSI1043917 Art Knife - Signage	42.79
7746.958-01	31/01/2024	South West Isuzu			1,200.00
			INV	1476318 Plant Service - BY72	1,200.00
7746.959-01	31/01/2024	Jetline Kerbing Contractors			5,321.80
			INV	INV-1282 Kerbing/Pram Ramps/Concreting - Wisbey Street	5,321.80
7746.9603-01	31/01/2024	Clark Rubber Bunbury			93.90
			INV	149892 Pool Broom/Leaf Shovel - SWSC	93.90
7746.9788-01	31/01/2024	Patrick Godsell Construction			4,499.00
			INV	255 Ceiling Restoration - BRAG	4,499.00
7746.9939-01	31/01/2024	The Trustee for Zephyr Park Trust T/A Bunbury Batteries & Radiators			321.50
			INV	134576 Battery - BY701	195.00
			INV	134634 Battery - Forklift	126.50
7746.9975-01	31/01/2024	LG Software Solutions Pty Ltd T/A Pulse Software			8,910.00
			INV	INV-2637 Risk & Project Management Module Implementation	8,910.00
7746.9981-01	31/01/2024	Aurion Corporation Pty Ltd			4,703.29
			INV	HOS0021564 Aurion Licensing - December 2023	4,703.29
7747.5560-01	01/01/2024	City of Bunbury - Manager Finance - Credit Card			19,680.95
			INV	138781192 Library NBN Monthly Charge 2023/2024	141.99
			INV	8352 Catering for CoDAP/DAIC Network Meeting	214.93
			INV	8359 Catering for WSUD Training	389.88
			INV	79424 Fuel for BRAG Truck Rental - Noongar Country Exhibition	103.15
			INV	79424 Bond Refund - BRAG Truck Rental Noongar Country	-550.00

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<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
			INV 76026 Courtesy Gifts for Mayor Miguel Visit to Japan	105.00
			INV 502698WEB GoFax Monthly Fees 2023/2024	14.95
			INV REGO RENEW Vehicle Registration Renewals - 2023/2024	2,435.85
			INV SPONSORSHIP Sponsorship of World Vision Child 2023/2024	48.00
			INV 390069443 Front Desk Drawers for BRAG Reception Area	236.16
			INV 11924785 Accommodation Stuart Elliott Exhibition - BRAG	230.00
			INV 11485581 2024 Australian Governance Summit Registration	1,699.00
			INV 11485552 2024 Australian Governance Summit Registration	1,699.00
			INV 6NPUKC 2024 Australian Governance Summit - Flights	1,617.62
			INV 4016703251 2024 Australian Governance Summit - Accommodation	1,938.60
			INV 238403 Occasional Liquor License for SWAN 2024 Opening	119.50
			INV 208864445 BRAG Shopify Subscription	15.46
			INV AC0C2B95-0001 Eventbrite Ticket Sales - Snippets From SW History	14.99
			INV 15526984 RSEA Safety - Neck Coolers for SWSC Pool Staff	223.68
			INV INV33877473 Noongar Arts Program - Go-Pro Subscription	69.99
			INV 10848971 SWSC - Spotify Subscription	41.23
			INV MC18439892 SWSC - Mailchimp Subscription	198.36
			INV SA88204P1 Australian Standards - Risk Management Guidelines	135.16
			INV 061223 Staff Training - 'PRINT' Certification	6,798.46
			INV ACTIVATION Credit Card Activation	1.00
			INV 2732214155 Front Desk for BRAG Reception Area	1,738.99
7747.5565-01	01/01/2024	City of Bunbury - Director Infrastructure - Credit Card		607.50
			INV 60162400 Staff Award for 20 Year Service	202.00
			INV 15 WHS Committee Christmas Lunch 2023	405.50
7747.5568-01	01/01/2024	City of Bunbury - Asst to CEO - Credit Card		300.55
			INV 22122023 Meeting Refreshments - CEO / Mayor / D Punch	18.00
			INV 9325606002432213 Mayoral Supplies for Japan Trip	28.28
			INV 29112023 Catering for Council Meeting	192.90
			INV 52023122065 Meeting Refreshments	20.40
			INV 20122023 Refreshments for Meeting	5.20
			INV 8402001826 Mayoral Supplies For Japan Trip	35.77
7747.5569-01	01/01/2024	City of Bunbury - Asst to Mayor - Credit Card		146.58
			INV CCActivation Credit Card Activation	1.00
			INV 12122023 Council Function Room Supplies	91.00
			INV 05122023 Catering for Strategic Briefing	54.58
7747.6491-01	01/01/2024	City of Bunbury - Public Relations - Corporate Credit Card		2,310.79
			INV 07122023 Christmas Trees - Christmas in the City 2023	298.00
			INV MC17257885 CoB Mailchimp Subscription 2023/2024	199.13

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1/01/2024 to 31/01/2024

COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
			INV MC09296217 Mailchimp Subscription BRAG 2023	113.14
			INV KJGS4XF7J2 Facebook Advertising - SWSC Memberships	172.57
			INV 354838Dec 2023/24 'The West' Digital Subscription	28.00
			INV 6CWU4YTL22 Facebook Advertising - Events/International Relations	122.00
			INV K4FK3XKAM2 Facebook Advertising - BRAG/Museum/BWP	385.00
			INV KHDKCXPAM2 Facebook Advertising - BRAG/Museum/BWP	295.77
			INV 4864337283 Google Advertising - SWSC/Museum/BRAG	497.18
			INV 07122023T Vouchers for Photo Shoot Talent	200.00
7747.6618-01	01/01/2024	City of Bunbury - SWSC Corporate Credit Card		972.00
			INV 180954620 SWSC Cafe Supplies	161.10
			INV 21122023 SWSC Cafe Supplies	56.00
			INV 180140293 SWSC Cafe Supplies	222.83
			INV 14122023 SWSC Cafe Supplies	18.82
			INV 1BD7D929-0001 SWSC Eventbrite Marketing	69.99
			INV 11122023 SWSC Cafe Supplies	174.45
			INV INV12938145 SWSC SendGrid Monthly Subscription	140.94
			INV 29112023 SWSC Cafe Supplies	18.40
			INV 169470104 SWSC Cafe Supplies	109.47
7747.6619-01	01/01/2024	City of Bunbury - BWP - Credit Card		29.00
			INV 969E1ACE-0002 Eventbrite Marketing	29.00
7747.7068-01	01/01/2024	City of Bunbury - Libraries & Learning - Corporate Credit Card		338.40
			INV 19122023 Nintendo Switch Console Case - Library	47.00
			INV 9114D1AE-0003 Library Eventbrite Subscription	29.00
			INV DAFK3DAX Staff Training - Managing Challenging Personalities	157.50
			INV 29112023 Library School Holiday Supplies - Switch Game	69.95
			INV 184184 Battery Charge Pack for Microphones - BWP	34.95
7747.7858-01	01/01/2024	City of Bunbury - Assistant to Director Sustainable Communities		2,521.86
			INV 5YY33W Staff Travel Expenses - National Visual Art Education	591.75
			INV WEB35109 Staff Training - Project Management Fundamentals	560.00
			INV TUDE-122023-4435 Staff Training - The Urban Developer Course	214.50
			INV 07122023 Catering for City Growth Culture Team Training	135.10
			INV #R4625470982 Staff Accommodation Expenses - National Visual Art	610.51
			INV 447447 National Visual Art Education Conference Registration	410.00
7747.9181-01	01/01/2024	City of Bunbury Corporate Credit Card - IT Services		2,731.73
			INV n_1OKrOvHBax 1Password Subscription	32.37
			INV 80090062914 Zoho Analytics Subscription	897.60
			INV 90730 Weatherlink Pro Subscription	184.83
			INV 2I2311529541 Algolia Web Search Subscription (Website)	386.47

City of Bunbury
Schedule of Accounts Paid for Period
1/01/2024 to 31/01/2024

COB Municipal Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
			INV 212312538026	Algolia Web Search Subscription (Website)	355.59
			INV AT-280340310	Confluence (Cloud) Standard Subscription	280.59
			INV AT-285322220	Confluence (Cloud) Standard Subscription	273.69
			INV T9003090579	Click Up AI Annual Subscription	320.59
7747.9565-01	01/01/2024	City of Bunbury - Team Leader Environmental Health - Credit Card			50.39
			INV 11122023	Cable Ties	50.39
7749.1236-02	30/01/2024	National Australia Bank			8,500,000.00
			INV 30/01/2024	Term Deposit	8,500,000.00
				Total: EFT Payments	\$14,246,757.40

Payroll Transfers

PY24-14	03/01/2024	COB Municipal Account		Payroll - F/E 02/01/2024	823,828.44
PY24-15	17/01/2024	COB Municipal Account		Payroll - F/E 16/01/2024	861,908.88
				Total: Payroll Transfers	\$1,685,737.32

Total: COB Municipal Account **\$15,954,428.73**

CERTIFICATION BY MANAGER FINANCE

This Schedule of Accounts Paid is submitted to the Council Meeting on 12 March 2024 in accordance with the Local Government (Financial Management) Regulations 1996 Section 13. These accounts have been checked and are fully supported by vouchers and invoices, which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and costings.



D. RANSOM
MANAGER FINANCE

City of Bunbury
Schedule of Accounts Paid for Period
1/01/2024 to 31/01/2024

COB Trust Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>			<i>Amount</i>
EFT Payments						
7721.419-01	03/01/2024	City of Bunbury				269.25
			INV	Dec 2023	Commission on BSL Levies Collected - December 2023	195.00
			INV	INV-208006-W7D2H	Commission on CTF Levies Collected - December 2023	74.25
7721.7534-01	03/01/2024	Construction Training Fund				20,196.35
			INV	INV-208006-W7D2H	CTF Levies Collected - December 2023	20,196.35
7721.7535-01	03/01/2024	Department of Mines, Industry Regulation and Safety				24,230.74
			INV	Dec 2023	BSL Levies Collected - November 2023	24,230.74
7739.10389-01	23/01/2024	Rhonda Maureen Norman				23.40
			INV	1191-RN09	BRAG - Sale of Artwork	23.40
7739.10608-01	23/01/2024	Candice Nannup				148.20
			INV	1182-CN07	BRAG - Sale of Artwork	85.80
			INV	1183-CN08	BRAG - Sale of Artwork	62.40
7739.10638-01	23/01/2024	S Scambler & PL Scambler T/A Bohemian Ceramics				3,152.35
			INV	1140	BRAG - Sale of Artwork	2,345.00
			INV	1154-SSW2018	BRAG - Sale of Artwork	23.45
			INV	1157-14	BRAG - Sale of Artwork	502.50
			INV	1172-SSW2018	BRAG - Sale of Artwork	23.45
			INV	1178-SSW2018	BRAG - Sale of Artwork	23.45
			INV	1198-NITL22	BRAG - Sale of Artwork	234.50
7739.10893-01	23/01/2024	Brett Leigh Dicks				23.45
			INV	1172-BLD01	BRAG - Sale of Artwork	23.45
7739.2112-01	23/01/2024	Art on the Move				20.00
			INV	1164	BRAG - Sale of Artwork	5.00
			INV	1165-TAAC	BRAG - Sale of Artwork	5.00
			INV	1179-TAAC	BRAG - Sale of Artwork	5.00
			INV	1197-TAAC	BRAG - Sale of Artwork	5.00
7739.419-01	23/01/2024	City of Bunbury				2,694.10
			INV	1140	BRAG - Commission on Sale of Artworks	2,694.10
7739.7894-01	23/01/2024	Phillip Hansen				312.00
			INV	1190-PH01	BRAG - Sale of Artwork	312.00
7739.8018-01	23/01/2024	Tracy Elizabeth Bellotti				663.00
			INV	1156-TB47	BRAG - Sale of Artwork	663.00
7739.8129-01	23/01/2024	Beverly Thomson				70.20
			INV	1155-BT38	BRAG - Sale of Artwork	70.20
7739.8181-01	23/01/2024	Rhona Wallam				1,280.20
			INV	1164-PMC26	BRAG - Sale of Artwork	174.20
			INV	1173-RW103	BRAG - Sale of Artwork	85.80

City of Bunbury
Schedule of Accounts Paid for Period
1/01/2024 to 31/01/2024

COB Trust Account

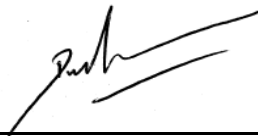
<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
			INV	1176-RW102 BRAG - Sale of Artwork	39.00
			INV	1181-PMC11 BRAG - Sale of Artwork	603.00
			INV	1186-RW105 BRAG - Sale of Artwork	39.00
			INV	1189-RW76 BRAG - Sale of Artwork	62.40
			INV	1193-MC13 BRAG - Sale of Artwork	214.40
			INV	1196-RW99 BRAG - Sale of Artwork	62.40
7739.8649-01	23/01/2024	Dawn Alone			62.40
			INV	1174-DA83 BRAG - Sale of Artwork	62.40
7739.8675-01	23/01/2024	Marjorie Elizabeth Ugle			124.80
			INV	1169-MU23 BRAG - Sale of Artwork	101.40
			INV	1167-MU07 BRAG - Sale of Artwork	23.40
7739.8732-01	23/01/2024	Shannon Jade Clohessy			187.20
			INV	1166-SC11 BRAG - Sale of Artwork	62.40
			INV	1166-SC09 BRAG - Sale of Artwork	62.40
			INV	1166-SC10 BRAG - Sale of Artwork	62.40
7739.9300-01	23/01/2024	Katelyn Whitehurst			31.20
			INV	1196-KW03 BRAG - Sale of Artwork	31.20
7739.9963-01	23/01/2024	Charlotte Marie Ugle			230.10
			INV	1171-CU36 BRAG - Sale of Artwork	85.80
			INV	1180-CU39 BRAG - Sale of Artwork	46.80
			INV	1183-CU25 BRAG - Sale of Artwork	19.50
			INV	1196-CU23 BRAG - Sale of Artwork	15.60
			INV	1196-CU32 BRAG - Sale of Artwork	62.40
7739.9964-01	23/01/2024	Katherine Ugle			62.40
			INV	1185-KU07 BRAG - Sale of Artwork	62.40
Total: EFT Payments					\$53,781.34

Total: COB Trust Account

\$53,781.34

CERTIFICATION BY MANAGER FINANCE

This Schedule of Accounts Paid is submitted to the Council Meeting on 12 March 2024 in accordance with the Local Government (Financial Management) Regulations 1996 Section 13. These accounts have been checked and are fully supported by vouchers and invoices, which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and costings.



D. RANSOM
MANAGER FINANCE

City of Bunbury
Schedule of Accounts Paid for Period
1/01/2024 to 31/01/2024

BVIC Trust Account

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>			<i>Amount</i>
EFT Payments						
7722.1683-01	04/01/2024	Mercure Sanctuary Golf Resort				200.25
			INV	12494919	Handa	200.25
7722.2351-01	04/01/2024	Nan's Kitchen Bed & Breakfast				306.25
			INV	11793001	Phipps	306.25
7722.288-01	04/01/2024	Bunbury Motel				445.00
			INV	12494140	Humphrys	445.00
7722.419-01	04/01/2024	City of Bunbury				123.50
			INV	11793001	Nan's Kitchen/Phipps	43.75
			INV	12494140	Bunbury Motel/Humphrys	55.00
			INV	12494919	Mercure Sanctuary/Handa	24.75
7726.419-01	05/01/2024	City of Bunbury				852.92
			INV	301123	Commission - 01.11.23 to 30.11.23	396.11
			INV	311223	Commission - 01.12.23 to 31.12.23	456.81
7726.5945-01	05/01/2024	South West Transit Group				4,833.18
			INV	011123	Consignment Sales	2,244.59
			INV	011223	Consignment Sales	2,588.59
7736.1033-01	17/01/2024	Discovery Holiday Parks - Bunbury Foreshore				970.99
			INV	11967153	Shroff	970.99
7736.1305-01	17/01/2024	Parade Hotel				179.11
			INV	12523799	Hunter	179.11
7736.1443-01	17/01/2024	Riverside Caravan Park				200.25
			INV	12166587	Toffolo	200.25
7736.419-01	17/01/2024	City of Bunbury				221.98
			INV	12166587	Toffolo - Riverside Caravan Park	24.75
			INV	11967153	Discovery Koombana Bay - Schroff	120.01
			INV	12523799	Parade Hotel/Hunter	22.14
			INV	12550971	Dolphin Discovery - Dorji	18.12
			INV	12551419	The Clifton - Mace	36.96
7736.617-01	17/01/2024	Bunbury Dolphin Discovery Incorporated				132.88
			INV	12550971	Dorji	132.88
7736.8808-01	17/01/2024	Clifton Motel & Grittelton Lodge				299.04
			INV	12551419	Mace	299.04
7748.1673-01	31/01/2024	Hotel Lord Forrest				534.00
			INV	12564570	Sands Fridge Line	267.00
			INV	12564571	Sands Fridge Line	267.00
7748.2289-01	31/01/2024	Boathouse				509.25
			INV	12575034	Walker	509.25

10.3.2 February 2024 Budget Review

File Ref:	COB/5556
Applicant/Proponent:	Internal Report
Responsible Officer:	David Ransom, Manager Finance
Responsible Manager:	David Ransom, Manager Finance
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Information Purposes <input checked="" type="checkbox"/> Legislative
Attachments:	Appendix 10.3.2 & 10.3.3 A: Statement of Comprehensive Income Appendix 10.3.2 & 10.3.3 B: Statement of Financial Activity Appendix 10.3.2 & 10.3.3 C: Statement of Net Current Assets Appendix 10.3.2 & 10.3.3 D: Statement of Financial Position Appendix 10.3.2 E: Budget Review February 2024

Summary

Council adopted the 2023/24 Budget on 25 July 2023 totalling \$102.6M, comprising \$36.6M of capital works, \$2.5M debt reduction and \$63.5M in operating expenditure (excluding depreciation). During the course of the year, Council has made amendments to the budget including the October 2023 Budget Review and other various Council Decisions. This increased the overall budget to \$105.4M, an increase of \$2.8M, and resulted in a decrease of the City's forecast closing surplus from \$160K to \$94K as at 30 June 2024.

In February 2024, the City completed another review of the budget which will result in an increase in the forecast surplus to 30 June 2024 by \$146K to \$240K. The budget changes included in this review will decrease the 2023/24 Budget from \$105.4M to \$103.7M, a decrease of \$1.7M. The Operating Deficit will decrease from \$13.45M to \$13.29M, a decrease of \$159K; and Capital Expenditure will decrease by \$1.85M from \$39.55M to \$37.70M.

As a result of the above changes, the adopted budgeted closing deficit at 30 June 2024 will increase by \$146K from a surplus of \$94K to a surplus of \$240K.

The following supporting documents are attached for the 2023/24 Revised Budget:

- Budget Review February 2024 (**attached** at Appendix 10.3.2 E)
- Statement of Comprehensive Income (**attached** at Appendix 10.3.2 & 10.3.3 A)
- Statement of Financial Activity (**attached** at Appendix 10.3.2 & 10.3.3 B)
- Statement of Net Current Assets (**attached** at Appendix 10.3.2 & 10.3.3 C)
- Statement of Financial Position (**attached** at Appendix 10.3.2 & 10.3.3 D)

Executive Recommendation

Council adopt the February 2024 Budget Review with the following budget variations and amends the current budget accordingly:

Original Budget Surplus Closing Funds	\$160,187
Increase in Opening Funds (<i>to adjust budgeted position at 30 June 2024 to agree with the actual financial position</i>)	\$416,112
Decrease from October 2023 Budget Review adjustments	(<u>\$482,178</u>)
Current Budget Closing Surplus (prior to February 2024 Review)	\$94,121
Add February 2024 Budget Review Changes (summarised below)	\$145,958
Revised Budget Surplus Closing Funds at 30 June 2024	<u>\$240,079</u>

February 2024 Budget Review Changes

Operating Revenue:	
- Increase Rate Revenue	\$27,598
- Increase Operating Grants and Subsidies	\$64,838
- Increase Fees and Charges	\$73,817
- Increase Contributions, Reimbursements and Donations	\$110,057
- Increase Interest Received	\$40,721
- Decrease Other Revenue	(\$46,473)
	\$270,558
Operating Expenses:	
- Increase Employee Costs	(\$64,784)
- Increase Material and Contracts	(\$120,120)
- Decrease Other Expense	\$72,880
	(\$112,024)
Capital Revenue:	
- Decrease Grant/Contributions for Assets	(\$434,987)
- Decrease Proceeds on Disposal of Assets	(\$240,854)
- Decrease Transfers from Reserves (Restricted Cash)	(\$1,183,233)
	(\$1,859,074)
Capital Expenditure:	
- Decrease in Materials and Contracts	\$1,846,498
	\$1,846,498
Add back non cash items – Depreciation	
Net Increase in Closing Funding Surplus from Budget Review	\$145,958
Revised Budgeted Surplus Closing Funds at 30 June 2024	<u>\$240,079</u>

2. Council approves the following expenditure which will be funded from previously approved budgets:
 - a) Vocal Fusion Youth Choir \$5,000
 - b) One Bunbury Project (book) \$25,000

*Voting Requirements: **Absolute Majority.***

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.3	Effectively manage the City's resources

Background

The Executive Leadership Team, Managers and Finance Staff have reviewed the 2023/24 Budget. Budget review items have been identified and supporting financial statements prepared incorporating budget forecasts to 30 June 2024.

The February 2024 Budget Review is presented to Council for consideration.

Council Policy Compliance

Not applicable.

Legislative Compliance

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires:

(1) *Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.*

(2A) *The review of an annual budget for a financial year must –*

(a) *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*

(b) *consider the local government's financial position as at the date of the review; and*

(c) *review the outcomes for the end of that financial year that are forecast in the budget; and*

(d) *include the following –*

(i) *the annual budget adopted by the local government;*

(ii) *an update of each of the estimates included in the annual budget;*

(iii) *the actual amounts of expenditure, revenue and income as at the date of the review;*

(iv) *adjacent to each item in the annual budget adopted by the local government that states an amount, the estimated end-of-year amount for the item.*

(2) *The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.*

(3) *A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

**Absolute majority required.*

(4) *Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

Officer Comments

Council’s Executive Leadership Team together with Finance Staff monitor the City’s monthly revenue and expenditure activities and (as required) refer any variances requiring remedial action to the Council.

Approved budget amendments are recorded in the financial statements to reflect Council’s current budget and financial position at all times.

Analysis of Financial and Budget Implications

The changes to existing budget items along with new projects as detailed in the Budget Review February 2024 Report (refer Appendix DSOP-8) will result in a net cash increase of \$146K.

The Budget Review has resulted in an decrease in the total 2023/24 Budget from \$105.4M to \$103.7M, a decrease of \$1.7M. The Operating Deficit will decrease from \$13.45M to \$13.29M, a decrease of \$159K; and Capital Expenditure will decrease by \$1.85M from \$39.55M to \$37.70M.

As a result of the above changes the adopted budgeted closing surplus at 30 June 2024 will increase by \$146K from a surplus of \$94K to a surplus of \$240K.

The following summary shows the cash adjustments that result in an increase to the closing surplus.

1.	Surplus funds from Budget Review Report (attached at Appendix DSOP-8)	\$1,329,191
2.	<u>Reserve Adjustments:</u>	
	<i>Less Reserve funds not required (increase in reserves):</i>	
	<i>Asset Management and Renewal</i>	(\$79,847)
	<i>General Parking</i>	(\$584,638)
	<i>Infrastructure Development</i>	(\$100,000)
	<i>Refuse Collection and Waste Minimisation</i>	(\$503,709)
	<i>Add additional reserve funds required (decrease in reserve):</i>	
	<i>Employee Entitlements and Insurance</i>	\$84,961
	Total Reserve Adjustments	(\$1,183,233)
	Total increase in Closing Funds resulting from the February 2024 Budget Review	\$145,958

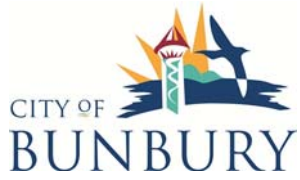
Details of the budget changes contained within this budget review are shown in the Budget Review February 2024 report **attached** at Appendix DSOP-8 and the Financial Statements **attached** at Appendices 10.3.2 & 10.3.3 A – E.

Community Consultation

There is no requirement for community consultation on this report.

Councillor/Officer Consultation

The Executive Leadership Team have reviewed the February 2024 Budget Review.



STATEMENT of COMPREHENSIVE INCOME

Period Ending January 2024

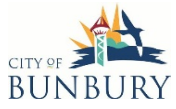
Friday, 23 February, 2024

	Actual	Budget	% Var	Original Budget	Current Budget	Forecast
Rates						
Rates General Inc	46,025,397	46,025,871	0	46,025,871	46,025,871	46,025,397
Rates Interim Inc	151,189	126,095	(20)	126,095	126,095	154,167
Rates Specified Area Inc	56,113	56,081	0	56,081	56,081	56,081
	46,232,700	46,208,047	0	46,208,047	46,208,047	46,235,645
Operating Grants and Subsidies						
Operating Grant Inc	863,148	841,843	(3)	1,717,666	1,898,009	1,962,847
	863,148	841,843	(3)	1,717,666	1,898,009	1,962,847
Contributions Reimbursements and Donation						
Contribution Inc	221,927	209,246	(6)	234,050	256,970	279,402
Donation Inc	4,811	3,300	(46)	3,500	5,500	6,706
Reimbursement Inc	386,907	334,884	(16)	258,197	497,767	584,186
	613,645	547,430	(12)	495,747	760,237	870,294
Fees and Charges						
Building and Planning Fee Inc	291,107	275,958	(5)	422,250	422,250	428,433
Fine and Penalty Fee Inc	59,809	53,676	(11)	85,000	85,000	99,235
General Hire Fee Inc	51,228	44,714	(15)	79,625	79,625	79,625
Miscellaneous Fee and Charge Inc	1,131,996	1,049,115	(8)	1,594,758	1,599,758	1,607,523
Parking Fee Inc	103,804	140,347	26	275,000	275,000	214,338
Property Lease and Rental Fee Inc	611,574	601,801	(2)	798,500	798,500	798,500
Rating Fee Inc	133,475	131,487	(2)	132,500	132,500	138,193
Sports Facility Fee Inc	2,538,971	2,264,662	(12)	3,773,445	3,793,445	3,894,048
Waste Collection Charge Inc	7,709,828	7,713,302	0	7,703,821	7,713,302	7,713,302
	12,631,792	12,275,062	(3)	14,864,899	14,899,380	14,973,197
Interest Received						
Cash and Investment Interest Inc	1,180,907	1,175,639	0	1,522,500	1,522,500	1,522,500
Rates Debtor Interest Inc	463,332	453,362	(2)	429,500	459,500	500,221
	1,644,239	1,629,001	(1)	1,952,000	1,982,000	2,022,721
Other Revenue						
Miscellaneous Inc	230,857	253,151	9	443,600	444,416	397,943
	230,857	253,151	9	443,600	444,416	397,943
Total	62,216,380	61,754,534		65,681,959	66,192,089	66,462,647

	Actual	Budget	% Var	Original Budget	Current Budget	Forecast
Employee Costs						
Other Employee Related Exp	(3,228,749)	(3,314,432)	3	(5,171,302)	(5,320,148)	(5,384,932)
Salary Accruals Exp	-	-	0	(376,492)	(376,492)	(376,492)
Salary Exp	(17,473,748)	(17,061,807)	(2)	(29,256,051)	(29,256,051)	(29,256,051)
	(20,702,497)	(20,376,239)	(2)	(34,803,845)	(34,952,691)	(35,017,475)
Material and Contracts						
Bank Fee and Charges Exp	(72,518)	(78,117)	7	(128,275)	(128,275)	(128,275)
Consultants Exp	(1,604,620)	(2,165,359)	26	(4,226,765)	(4,598,846)	(4,849,482)
Contractors Exp	(5,700,615)	(6,381,832)	11	(12,337,918)	(12,471,426)	(12,364,393)
Equipment Lease or Hire Exp	(88,737)	(55,250)	(61)	(55,250)	(55,250)	(92,586)
Fuel Exp	(329,352)	(354,920)	7	(563,000)	(563,000)	(563,000)
Material Exp	(1,393,361)	(1,472,762)	5	(2,541,628)	(2,566,316)	(2,518,497)
Software License or Maintenance Exp	(1,354,315)	(1,522,875)	11	(2,032,054)	(2,128,554)	(2,115,554)
	(10,543,517)	(12,031,115)	12	(21,884,890)	(22,511,667)	(22,631,787)
Insurance						
Insurance Exp	(770,334)	(785,254)	2	(787,335)	(787,335)	(787,335)
	(770,334)	(785,254)	2	(787,335)	(787,335)	(787,335)
Interest Expense						
Interest Accrual Exp	-	-	0	(1,441)	(1,441)	(1,441)
Interest Loan Borrowings Exp	(258,686)	(262,126)	1	(514,985)	(514,985)	(514,985)
	(258,686)	(262,126)	1	(516,426)	(516,426)	(516,426)
Utilities						
Electricity Exp	(794,137)	(850,909)	7	(1,903,370)	(1,903,370)	(1,903,370)
Gas Exp	(103,865)	(99,400)	(4)	(191,350)	(191,350)	(191,350)
Sewerage Exp	(53,180)	(53,657)	1	(73,775)	(73,775)	(73,775)
Water Exp	(408,510)	(427,148)	4	(596,375)	(596,375)	(596,375)
	(1,359,693)	(1,431,114)	5	(2,764,870)	(2,764,870)	(2,764,870)
Depreciation						
Depreciation Bridges Exp	(94,140)	(94,138)	0	(161,382)	(161,382)	(161,382)
Depreciation Building Exp	(1,527,521)	(1,534,638)	0	(2,630,804)	(2,630,804)	(2,630,804)
Depreciation Equipment Exp	(374,106)	(387,912)	4	(698,666)	(698,666)	(698,666)
Depreciation Furniture and Fittings Exp	(4,578)	(4,578)	0	(8,008)	(8,008)	(8,008)
Depreciation Lease Expense	(56,002)	(56,002)	0	(222,821)	(222,821)	(222,821)
Depreciation Marine Exp	(410,346)	(410,347)	0	(703,451)	(703,451)	(703,451)
Depreciation Open Space Exp	(561,713)	(561,715)	0	(962,936)	(962,936)	(962,936)
Depreciation Other Infrastructure Exp	(393,882)	(393,883)	0	(675,227)	(675,227)	(675,227)
Depreciation Pathways Exp	(633,895)	(633,894)	0	(1,086,677)	(1,086,677)	(1,086,677)
Depreciation Plant and Vehicle Exp	(510,531)	(523,281)	2	(991,526)	(991,526)	(991,526)
Depreciation Roads Exp	(2,364,157)	(2,364,159)	0	(4,052,841)	(4,052,841)	(4,052,841)
Depreciation Stormwater Exp	(701,480)	(701,479)	0	(1,202,537)	(1,202,537)	(1,202,537)
Depreciation Structures Exp	(219,996)	(219,996)	0	(377,136)	(377,136)	(377,136)
	(7,852,347)	(7,886,022)	0	(13,774,012)	(13,774,012)	(13,774,012)

City of Bunbury Statement of Comprehensive Income Period Ending January 2024	Year to Date			Friday, 23 February, 2024		
	Actual	Budget	% Var	Original Budget	Current Budget	Forecast
Other Expense						
Contrib, Donation and Sponsorship Exp	(1,481,490)	(1,586,346)	7	(1,526,864)	(3,035,312)	(2,974,312)
Elected Member Exp	(346,849)	(371,647)	7	(699,818)	(699,818)	(699,818)
Miscellaneous Exp	(261,029)	(278,787)	6	(379,499)	(448,774)	(436,894)
Taxation and Levy Exp	(75,849)	(75,849)	0	(88,495)	(88,495)	(88,495)
Write-Off Exp	(3,538)	(3,000)	(18)	(58,445)	(58,445)	(58,445)
	(2,168,754)	(2,315,629)	6	(2,753,121)	(4,330,844)	(4,257,964)
Total	(43,655,828)	(45,087,499)		(77,284,499)	(79,637,845)	(79,749,869)
OPERATING SURPLUS or (DEFICIT)	18,560,553	16,667,035		(11,602,540)	(13,445,756)	(13,287,222)

City of Bunbury Statement of Comprehensive Income Period Ending January 2024	Year to Date			Friday, 23 February, 2024		
	Actual	Budget	% Var	Original Budget	Current Budget	Forecast
Grants and Contributions for the Development of Assets						
Capital Grant Subsidy and Contrib Inc	6,397,197	6,945,141	8	16,661,409	16,856,964	16,421,977
Self Supporting Loans - Debtors	(33,131)	(33,131)	0	(66,732)	(66,732)	(66,732)
Self Supporting Loans Inc	33,131	33,131	0	66,732	66,732	66,732
	6,397,197	6,945,141	8	16,661,409	16,856,964	16,421,977
Proceeds from Disposal of Assets						
Proceeds Land Disposal	-	-	0	150,000	150,000	150,000
Proceeds Plant and Vehicle Disposals	145,896	144,091	(1)	702,182	702,182	461,328
	145,896	144,091	(1)	852,182	852,182	611,328
Value of Assets Disposed						
Value of Plant and Vehicles Disposed	(132,390)	(132,390)	0	(246,977)	(246,977)	(246,977)
	(132,390)	(132,390)	0	(246,977)	(246,977)	(246,977)
Total	6,410,703	6,956,842		17,266,614	17,462,169	16,786,328
NET RESULT	24,971,256	23,623,877		5,664,074	4,016,413	3,499,106



STATEMENT of FINANCIAL ACTIVITY

Period Ending 31 January 2024

Friday, 23 February, 2024






STATEMENT of NET CURRENT ASSETS

Period Ending 31 January 2024

Friday, 23 February, 2024

City of Bunbury			Friday, 23 February, 2024	
Statement of Net Current Assets	Opening		Current	End Year
Period Ending 31 January 2024	Balance	Actual	Budget	Forecast
Current Assets				
Cash Unrestricted	14,502,888	24,163,950	10,011,272	10,157,229
Cash Restricted	21,517,127	21,648,334	13,125,146	14,308,379
Trade and Other Receivables	4,067,421	11,634,293	4,067,420	4,067,420
Inventories	148,840	141,960	148,840	148,840
	40,236,276	57,588,537	27,352,678	28,681,868
Current Liabilities				
Trade and Other Payables	6,332,672	3,696,018	6,332,672	6,332,672
Contract Liabilities	2,150,946	2,144,571	2,150,946	2,150,946
Provisions	5,268,671	5,237,144	5,583,063	5,583,063
	13,752,289	11,077,733	14,066,681	14,066,681
NET CURRENT ASSETS	26,483,987	46,510,803	13,285,997	14,615,187
Less				
Cash - Restricted	21,517,127	21,648,334	13,125,146	14,308,379
Receivables	66,732	66,732	66,732	66,732
NET CURRENT ASSET POSITION	4,900,128	24,795,737	94,120	240,077

City of Bunbury Statement of Financial Activity Period Ending 31 January 2024	Year to Date			Friday, 23 February, 2024		
	Actual	Budget	% Var	Original Budget	Current Budget	End Year Forecast
Operating Revenues						
Grants and Subsidies - Operating	863,148	841,843	(3)	1,717,666	1,898,009	1,962,847
Contributions Reimbursements and Donations	613,645	547,430	(12) 	495,747	760,237	870,294
Fees and Charges	12,631,792	12,275,062	(3)	14,864,899	14,899,380	14,973,197
Interest Received	1,644,239	1,629,001	(1)	1,952,000	1,982,000	2,022,721
Other Revenue	230,857	253,151	9	443,600	444,416	397,943
Total Revenues (Excluding Rates)	15,983,681	15,546,487		19,473,912	19,984,042	20,227,002
Operating Expenses						
Employee Costs	(20,702,497)	(20,376,239)	(2)	(34,803,845)	(34,952,691)	(35,017,475)
Material and Contracts	(10,543,517)	(12,031,115)	12 	(21,884,890)	(22,511,667)	(22,631,787)
Depreciation	(7,852,347)	(7,886,022)	0	(13,774,012)	(13,774,012)	(13,774,012)
Interest Expense	(258,686)	(262,126)	1	(516,426)	(516,426)	(516,426)
Utilities	(1,359,693)	(1,431,114)	5	(2,764,870)	(2,764,870)	(2,764,870)
Insurance	(770,334)	(785,254)	2	(787,335)	(787,335)	(787,335)
Other Expense	(2,168,754)	(2,315,629)	6	(2,753,121)	(4,330,844)	(4,257,964)
Total	(43,655,828)	(45,087,499)		(77,284,499)	(79,637,845)	(79,749,869)
Funding Balance Adjustments						
Add Back Depreciation	7,852,347	7,886,022	0	13,774,012	13,774,012	13,774,012
Net Operating (Excluding Rates)	(19,819,800)	(21,654,990)		(44,036,575)	(45,879,791)	(45,748,855)
Movement in Non-Current Assets and Liabilities						
Movement in Non Current Provisions				62,100	62,100	62,100
Movement in Deferred Pensioner Rates	42,690					
Total	42,690	(0)		62,100	62,100	62,100
Capital Revenues						
Grants and Contributions for the Development of Assets	6,397,197	6,945,141	8	16,661,409	16,856,964	16,421,977
Proceeds from New Debentures				8,182,000	8,182,000	8,182,000
Proceeds on Disposal of Assets	145,896	144,091	(1)	852,182	852,182	611,328
Transfers from Restricted Cash	(131,207)			6,874,207	8,391,981	7,208,748
Loan Repayments - Self Supporting	33,131	33,151	0	66,732	66,732	66,732
Total	6,445,017	7,122,383		32,636,530	34,349,859	32,490,785
Capital Expenses						
Acquisition of Assets	(11,652,424)	(17,252,252)	32 	(36,645,384)	(36,997,675)	(35,151,177)
Repayment of Debentures	(1,299,846)	(1,299,847)	0	(2,345,114)	(2,345,114)	(2,345,114)
Right of Use Lease Payments	(52,725)	(52,725)	0	(203,434)	(203,434)	(203,434)
Total	(13,004,995)	(18,604,824)		(39,193,932)	(39,546,223)	(37,699,725)
Total Net Operating and Capital	(26,337,088)	(33,137,431)		(50,531,877)	(51,014,055)	(50,895,695)
Rates	46,232,700	46,208,047	(0)	46,208,048	46,208,047	46,235,645
Add Surplus (Deficit) July 1 Brought Forward	4,900,128	4,900,128	0	4,484,016	4,900,128	4,900,128
Closing Funding Surplus (Deficit)	24,795,737	17,970,744		160,187	94,120	240,077



STATEMENT of FINANCIAL POSITION

Period Ending 31 January 2024

Friday, 23 February, 2024

City of Bunbury Statement of Financial Position Period Ending 31 January 2024	Opening Balance	Actual	Friday, 23 February, 2024 Current Budget	End Year Forecast
Current Assets				
Cash and Investments	36,020,014	45,812,284	23,136,417	24,465,608
Trade and Other Receivables	4,067,420	11,634,293	4,067,420	4,067,420
Inventories	148,840	141,960	148,840	148,840
	40,236,274	57,588,537	27,352,677	28,681,868
Current Liabilities				
Trade and Other Payables	8,483,618	5,840,589	8,483,618	8,483,618
Current Provisions	5,268,671	5,237,144	5,583,063	5,583,063
Current Loan Liability	2,436,308	2,436,308	1,580,567	1,580,567
	16,188,597	13,514,041	15,647,248	15,647,248
Non Current Assets				
Non Current Receivables	4,424,444	4,348,624	1,104,991	4,357,712
Property, Plant and Equipment	239,729,141	237,124,013	234,930,339	234,930,339
Infrastructure	227,747,224	222,367,614	218,525,037	218,525,037
Work in Progress	1,597,993	13,250,417	38,595,668	36,749,170
	473,498,802	477,090,668	493,156,035	494,562,258
Non Current Liabilities				
Non Current Payables	401,519	401,519	401,519	401,519
Non Current Provisions	585,111	585,111	647,211	647,211
Non Current Loan Liability	8,580,772	7,228,201	15,069,965	15,069,965
	9,567,402	8,214,831	16,118,695	16,118,695
Equity				
Retained Surplus	188,238,888	213,081,082	197,984,774	198,946,742
Reserves - Cash Backed	21,517,127	21,646,189	13,125,146	14,308,379
Reserves - Asset Revaluation	278,223,062	278,223,062	277,632,849	278,223,062
	487,979,077	512,950,333	488,742,769	491,478,183



BUDGET REVIEW
FEBRUARY 2024

	Original Budget	Current Budget	End of Year Forecast	Forecast Change	Comments	
REVENUE						
Rates						
1	Rates General Inc	46,025,871	46,025,871	46,025,397	(474)	Heritage concessions higher than anticipated.
2	Rates Interim Inc	126,095	126,095	154,167	28,072	Interim rates higher than expected.
Forecast increase / (decrease) in Rates				27,598		
Operating Grants & Subsidies						
3	Conduct Australia Day event	30,000	30,000	55,000	25,000	Additional grant funding for Australia Day event (\$25K) offset by matching increase in expenditure (refer 23).
4	Bushfire Brigade (Dept Fire & Emergency Services)	59,270	59,270	60,580	1,310	Additional grant funding for BFB (\$1,310) offset by matching increase in expenditure.
5	State Emergency Service (Dept Fire & Emergency Services)	51,810	51,810	67,438	15,628	Additional grant funding for SES (\$15,628) offset by matching increase in expenditure.
6	PR-5344 AWARE (All West Australians Reducing Emergencies) program; new grant (Dept Fire & Emergency Services)	-	-	12,900	12,900	New Grant; offset by increase in expenditure (refer 20).
7	PR-5348 Youth Initiatives; new grant (Youth Advisory Council of WA)	-	-	10,000	10,000	New Grant; offset by increase in expenditure (refer 21).
Forecast increase / (decrease) in Operating Grants & Subsidies				64,838		
Fees & Charges						
8	Building and Planning Fee Inc	422,250	422,250	428,433	6,183	Increase in revenue received for local planning framework.
9	Fine and Penalty Fee Inc	85,000	85,000	99,235	14,235	Increase in revenue received, mainly due to court prosecutions relating to compliance inspections (\$12K) and ranger infringements (\$2K).
10	Miscellaneous Fee and Charge Inc	1,594,758	1,599,758	1,607,523	7,765	Net increase in revenue received, mainly SWSC and wildlife park café sales (\$22K), offset against a reduction in ranger fees for dog/cat acts and animal pound operations (\$14K).
11	Parking Fee Inc	275,000	275,000	214,338	(60,662)	Decrease in parking fee revenue received (reduced transfer to Parking Reserve).
12	Rating Fee Inc	132,500	132,500	138,193	5,693	Higher takeup of rates instalment option.

	Original Budget	Current Budget	End of Year Forecast	Forecast Change	Comments	
Fees & Charges (continued)						
13	Sports (Recreation) Facility Fee Inc	3,773,445	3,793,445	3,894,048	100,603	Increase in revenue received for SWSC creche (\$8K), swim school program (\$66K), and wildlife park admission fees (\$27K).
Forecast increase / (decrease) in Fees & Charges				73,817		
Contributions, Reimbursements and Donations						
14	Contributions Inc	234,050	256,970	279,402	22,432	Increase in contributions received, relating to commercial crossover upgrades (\$10K) Perth Glory event tickets (\$8K), and Australia Day event (\$3K).
15	Donations Inc	3,500	5,500	6,706	1,206	Increase in donations received for Bunbury Wildlife Park.
16	Reimbursement Inc	258,197	497,767	584,186	86,419	Increase in reimbursements received, mainly relating to insurance claims (\$55K), worker's compensation (\$14K), utilities (\$9K), and commercial crossovers (\$5K).
Forecast increase / (decrease) in Contributions, Reimbursements and Donations				110,057		
Interest Received						
17	Rates Debtor Interest Inc	429,500	459,500	500,221	40,721	Increase in revenue for non-payment penalties (\$33K) and instalment interest (\$8K).
Forecast increase / (decrease) in Interest Received				40,721		
Other Revenue						
18	Miscellaneous Inc	443,600	444,416	397,943	(46,473)	Decrease in revenue (\$91K) due to ceasing CDS operations, partially offset by an increase in income received for sale of scrap metal (\$15K), general maintenance contributions (\$13K), additional waste collection services (\$10K), road sweeping requests (\$4K), and minor asset sales (\$3K).
Forecast increase / (decrease) in Other Revenue				(46,473)		
REVENUE - Sub Total - Budget Review Changes		increase / (decrease)		270,558		

	Original Budget	Current Budget	End of Year Forecast	Forecast Change	Comments	
EXPENDITURE						
Employee Costs						
19	Other Employee Related Exp	(5,171,302)	(5,320,148)	(5,384,932)	(64,784)	Increase in worker's compensation insurance costs.
Forecast (increase) / decrease in Employee Costs				(64,784)		
Materials & Contracts						
20	PR-5344 AWARE (All West Australians Reducing Emergencies)	-	-	(17,200)	(17,200)	New project; Dept Fire & Emergency Services grant funding (\$13K)(refer 6) with remaining \$4K funded by reduction in operational costs for emergency management (refer 44).
21	PR-5348 Youth Initiatives project	-	-	(10,000)	(10,000)	New project; Youth Advisory Council of WA grant funding (\$10K)(refer 7).
22	PR-5346 Economic Development Implementation	-	-	(155,000)	(155,000)	New project; funded by budget reallocations (refer 26, 31, 36, and 40).
23	Conduct Australia Day event	(232,062)	(223,062)	(244,447)	(21,385)	Increase in expenditure, offset by additional grant funding (\$25K)(refer 3).
24	Conduct Christmas Carnival event	(129,406)	(127,006)	(136,529)	(9,523)	Increase in expenditure.
25	Contract Exp - Legal Fees	(157,000)	(334,356)	(398,330)	(63,974)	Increase in expenditure relating to SAT legal costs (\$72K), and a reduction in legal costs for parking local law (\$8K - Parking Reserve).
26	Contract Exp - Professional Services	(964,900)	(1,002,625)	(1,067,071)	(64,446)	Increase in expenditure for strategic property portfolio review (\$58K - funded via Parking Reserve), on-call working group consultation (\$18K), and disaster management plans (\$14K). Budget reallocation of \$25K from corporate risk management framework transferred to Economic Development Implementation (refer 22).
27	Contract Exp - Vehicle Repairs/Services	(447,000)	(447,000)	(472,500)	(25,500)	Increase in expenditure required, partially offset by reduction in expenditure for minor plant maintenance (\$12.5K) (refer 29).
28	Lease and Hire Exp - Equipment	-	-	(37,336)	(37,336)	Extension of existing gym equipment lease for SWSC incurred whilst awaiting arrival of new equipment.
29	Material Exp	(493,360)	(495,360)	(475,498)	19,862	Decrease in expenditure for minor plant maintenance (\$12.5K), and reduction in expenditure expected for sister city program (\$7K).
30	PR-1168 Replace signs and linemarking	(25,000)	(25,000)	(15,000)	10,000	Reduction in project scope for current financial year.
31	PR-2431 Conduct Council Elections	(130,000)	(130,000)	(103,027)	26,973	Elections completed, remaining budget reallocated to Economic Development Implementation (refer 22).

	Original Budget	Current Budget	End of Year Forecast	Forecast Change	Comments	
Materials & Contracts (continued)						
32	PR-4241 Funding for sporting or cultural events (Sports Marketing Australia)	(100,000)	(100,000)	(160,000)	(60,000)	Additional budget allocated, offset by reduction in PR-4160 Minor Community Grants (refer 45), PR-4190 Neighbourhood Connect Grants (refer 46), and PR-Community Connect Grants (refer 47).
33	PR-4299 Bunbury Brighter Campaign	(53,394)	(53,394)	(83,394)	(30,000)	Budget allocation to bring forward \$30K from 2024/25 to undertake required planning this financial year.
34	PR-4470 Bunbury Setagaya Biennial Photographic Competition	(9,000)	(9,000)	(3,016)	5,984	Program complete for this financial year.
35	PR-4658 Bunbury-Setgaya Sister City (incoming) Tour	(45,000)	(45,000)	(1,716)	43,284	Project not proceeding this financial year.
36	PR-4631 Commission business cases & strategic studies	(90,000)	(90,000)	(22,727)	67,273	Remaining budget reallocated to Economic Development Implementation (refer 22).
37	PR-4624 Undertake drainage catchment studies	(168,943)	(168,943)	(131,919)	37,024	Project scope reduced; portion of budget (\$20K) reallocated to contaminated sites expenditure (refer 43).
38	PR-4717 Dept Sport & Recreation - Every Day Club program	(51,668)	(42,367)	(44,872)	(2,505)	Program complete for this financial year.
39	PR-4762 Conduct City of Bunbury Staff Conference	(20,000)	(20,000)	(26,804)	(6,804)	Expenditure higher than anticipated, covered by reduction in expenditure (refer 34).
40	PR-5151 Optimisation Plan	-	(40,000)	-	40,000	Budget reallocated to Economic Development Implementation (refer 22).
41	PR-5000 Better Bins - Go FOGO program	(73,010)	(73,010)	(76,165)	(3,155)	Program complete.
42	Collect commercial general waste; Vehicle Hire	(147,000)	(147,000)	-	147,000	Hire of waste truck not required for this financial year (funds returned to Waste Reserve).
43	Contaminated sites management	(100,000)	(100,000)	(120,000)	(20,000)	Additional expenditure required, offset by decrease in PR-4624 (refer 37).
44	Contract Exp - Labour & Materials	(1,227,532)	(1,227,532)	(1,218,224)	9,308	Decrease in general expenditure for Infrastructure Maintenance Services (\$45K) and SWSC security (\$7K), offset against an increase in expenditure for SWSC health club (\$22K), SWSC cafe (\$18K), and commercial waste disposal fees (\$7K). Budget reallocation of \$4K from emergency management plans to new AWARE program (refer 20).
Forecast (increase) / decrease in Materials & Contracts				(120,120)		

	Original Budget	Current Budget	End of Year Forecast	Forecast Change	Comments	
Other Expenses						
45	PR-4160 Minor Community Grants	(10,000)	(10,000)	-	10,000	Budget reallocated to PR-4241 Funding for sporting or cultural events (SMA)(refer 32).
46	PR-4190 Neighbourhood Connect Grants	(22,000)	(22,000)	(7,000)	15,000	Budget reallocated to PR-4241 Funding for sporting or cultural events (SMA)(refer 32).
47	PR-4198 Community Connect Grants	(152,100)	(150,100)	(115,100)	35,000	Budget reallocated to PR-4241 Funding for sporting or cultural events (SMA)(refer 32).
48	PR-1402 Mayoral delegation visit to Setagaya	(35,000)	(35,000)	-	35,000	Program not proceeding this financial year.
49	PR-4631 Commission business cases & strategic studies	-	-	(8,032)	(8,032)	Project complete for this financial year. Refer Item 36 - Final adjustments, overall savings reallocated to Economic Development Implementation (Refer 22).
50	PR-2249 Asset Replacement - fixed and mobile phones	(24,099)	(24,099)	(25,871)	(1,772)	Project complete for this financial year.
51	Miscellaneous Exp	(230,551)	(274,826)	(287,142)	(12,316)	Increase in expenditure for art gallery memberships/subscriptions (\$7K), community connections workflow management tool (\$5K).
Forecast (increase) / decrease in Other Expenses				72,880		
EXPENDITURE - Sub Total - Budget Review Changes		(increase) / decrease		(112,024)		

	Original Budget	Current Budget	End of Year Forecast	Forecast Change	Comments	
Capital Revenue						
52	PR-4701 Replace playground equipment	205,711	205,711	193,588	(12,123)	100% grant funded project now complete. Reduction in grant revenue offset by reduction in expenditure (refer 61).
53	PR-5126 Install fencing Hay Park United Soccer	75,000	75,000	52,136	(22,864)	100% grant funded project now complete. Reduction in grant revenue offset by reduction in expenditure (refer 62).
54	PR-5125 Resurface Hay Park Netball Courts	200,000	200,000	-	(200,000)	100% grant funded project not proceeding this financial year. Offset by reduction in expenditure (refer 66).
55	PR-2293 / PR-4710 Replace corporate heavy plant	413,182	413,182	204,146	(209,036)	Proceeds received from the sale of heavy plant significantly lower than anticipated.
56	PR-4712 Replace waste vehicles and plant	50,000	50,000	18,182	(31,818)	Proceeds on the sale of plant will be lower than expected as replacement of several plant items are on hold pending review.
57	Unallocated LRCI Funding	935,260	935,260	735,260	(200,000)	Budget placeholder to account for anticipated Phase 4 LRCI funding; adjusted to reflect allocation of \$200K to Strickland Street renewal/upgrade (PR-4877) during the October 2023 budget review.
Forecast increase / (decrease) in Capital Revenue				(675,841)		
CAPITAL REVENUE - Sub Total - Budget Review Changes		increase / (decrease)		(675,841)		

Capital Expenditure						
58	PR-4799 Upgrade Halifax Park Infrastructure	(50,822)	(50,822)	(51,781)	(959)	Project complete.
59	PR-1809 Construct Hay Park North Sports Pavilion	(521,361)	(521,361)	(271,361)	250,000	Project scope reduced, funds returned to Parking Reserve.
60	PR-1883 Water Resource Recovery	(23,300)	(23,300)	(37,393)	(14,093)	Additional expenditure required, offset by reduction in Infrastructure Maintenance Services operational expenditure (refer 44).
61	PR-4701 Replace playground equipment	(205,711)	(205,711)	(193,588)	12,123	Project complete.
62	PR-5126 Install fencing Hay Park United Soccer	(75,000)	(75,000)	(52,136)	22,864	Project complete.
63	PR-4690 / PR-4871 Renew, resleeve and improve drainage network	(372,758)	(364,114)	(364,114)	-	Net \$0 change; reallocation of budget (\$48K) between drainage projects.
64	PR-4870 Renew and Upgrade Paths	(200,000)	(200,000)	(221,119)	(21,119)	Additional expenditure required, offset by savings in PR-5089 Replace admin airconditioner chiller unit (refer 71).

	Original Budget	Current Budget	End of Year Forecast	Forecast Change	Comments	
Capital Expenditure (continued)						
65	PR-5119 Construct Koombana car park	(450,000)	(450,000)	-	450,000	Project deferred until 2024/25, funds returned to Parking Reserve.
66	PR-5125 Resurface Hay Park Netball Courts	(200,000)	(200,000)	-	200,000	Project not proceeding this financial year.
67	PR-1543 Boulters Heights redevelopment	(592,456)	(592,456)	(492,456)	100,000	Project scope reduced for this financial year, funds returned to Infrastructure Development Reserve.
68	PR-4695 / PR-4867 Renew or refurbish community, corporate, sport and lesiure buildings	(567,171)	(567,171)	(567,171)	-	Net \$0 change; reallocation of budget (\$46K) between general building renewal projects.
69	PR-4696 / PR-4868 Replace boardwalks, lookouts, stairs	(259,535)	(259,535)	(259,535)	-	Net \$0 change; reallocation of budget (\$15K) between general building renewal projects.
70	PR-4902 Refurbish City Facilities changerooms and Public Facilities	(133,374)	(133,374)	(133,374)	-	Net \$0 change; reallocation of budget (\$526) between general building renewal projects.
71	PR-5089 Replace admin airconditioner chiller unit	(339,623)	(339,623)	(269,947)	69,676	Project complete. Portion of remaining budget reallocated to PR-4870 Renew and upgrade paths (refer 64).
72	PR-5124 Replace sound meter	(40,000)	(40,000)	-	40,000	Project deferred until 2025/26, funds returned to Asset Management & Renewal Reserve.
73	PR-5345 Dual sided UV meter	-	-	(6,102)	(6,102)	New capital acquisition. Dual-sided UV meter for Environmental Health services.
74	PR-2293 / PR-4710 / PR-4882 Replace corporate heavy plant	(1,125,941)	(1,125,941)	(982,781)	143,160	Reduction in anticipated expenditure for the current financial year.
75	PR-4712 Replace waste vehicles and plant	(539,577)	(539,577)	(63,254)	476,323	Purchase of heavy plant has been deferred for the current financial year. Funds to be returned to the Waste Reserve.
76	PR-4881 Replace corporate vehices 2023/24	(756,000)	(756,000)	(626,000)	130,000	Reduction in anticipated vehicle acquisitions for this financial year.
77	PR-5343 Art Gallery Laser Projector	-	-	(5,375)	(5,375)	New capital acquisition. Art Gallery Laser Projector (funded by grant revenue received and noted in October 2023 budget review).
Forecast (increase) / decrease in Capital Expenditure				1,846,498		
CAPITAL EXPENDITURE - Sub Total - Budget Review Changes		(increase) / decrease		1,846,498		

SUMMARY OF BUDGET REVIEW CHANGES

	Original Budget	Current Budget	End of Year Forecast	Forecast Change	Comments
Sub Total - Additional funds required for proposed Budget Review changes				(1,329,191)	
add Transfers To / (From) Reserves				1,183,233	
			<i>Asset Management and Renewal</i>	79,847	
			<i>Employee Entitlements and Insurance</i>	(84,961)	
			<i>General Parking</i>	584,638	
			<i>Infrastructure Development</i>	100,000	
			<i>Refuse Collection and Waste Minimisation</i>	503,709	
UNRESTRICTED CASH INCREASE RESULTING FROM PROPOSED BUDGET REVIEW CHANGES				(145,958)	

- | | | |
|--|-----------|-----------|
| * Working Capital
(Current Assets less Current Liabilities) | \$44.07M | \$13.03M |
| * Equity
(Total Assets less Total Liabilities) | \$512.95M | \$491.48M |
4. Capital Works (**attached** at Appendix 10.3.3 E)
- Actual capital works of \$11.65M is \$5.60M less than the year-to-date budgeted capital works of \$17.25M (refer explanation within report).
 - The progress of capital works is monitored monthly.
 - Capital works include a combination of funding sources including municipal, reserve and grant funds.
5. Operating Project Expenditure (**attached** at Appendix 10.3.3 F)
- Actual operating project expenditure of \$2.81M is \$1.07M less than the year-to-date budgeted operating project expenditure of \$3.88M.
 - Operating projects include a combination of funding sources including municipal, reserve and grant funds.

Executive Recommendation

The Financial Management Report for the period ending 31 January 2024 be received.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.3	Effectively manage the City's resources

Background

A financial management report is provided to Councillors monthly which includes the following summaries:

- Statement of Comprehensive Income (**attached** at Appendix 10.3.2 & 10.3.3 A)
- Statement of Financial Activity (**attached** at Appendix 10.3.2 & 10.3.3 B)
- Statement of Net Current Assets (**attached** at Appendix 10.3.2 & 10.3.3 C)
- Statement of Financial Position (**attached** at Appendix 10.3.2 & 10.3.3 D)
- Capital Projects Expenditure Summary (**attached** at Appendix 10.3.3 E)
- Operating Projects Summary (**attached** at Appendix 10.3.3 F)
- Monthly Community Financial Report (**attached** at Appendix 10.3.3 G)

These summaries include end-of-year forecasts based on a monthly review of year-to-date income and expenditure for all accounts.

Council Policy Compliance

Not applicable.

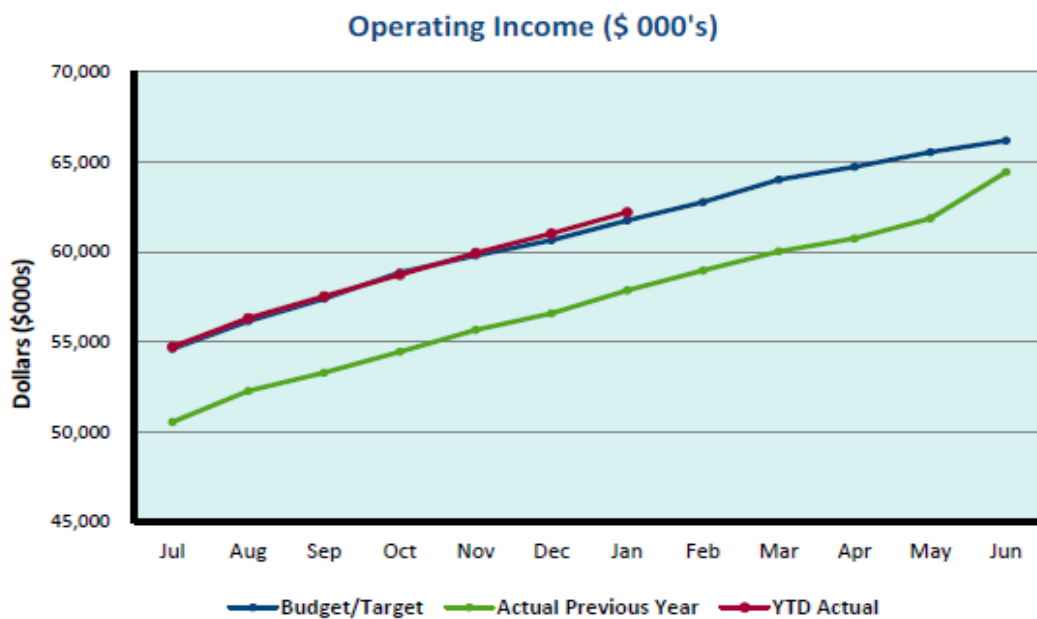
Legislative Compliance

In accordance with the provisions of Section 6.4 of the Local Government Act 1995 and Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996, a Local Government is to prepare each month a Statement of Financial Activity (**attached** at Appendix 10.3.2 & 10.3.3 B) reporting on the revenue and expenditure as set out in the annual budget under Regulations 22 (1) (d) for this month.

At the Special Council Meeting 25 July 2023, Council adopted that a variance between actual and budget-to-date of greater than or equal to 10% and \$25,000 is a material variance for reporting purposes in the Statement of Financial Activity for 2023/24.

Officer Comments

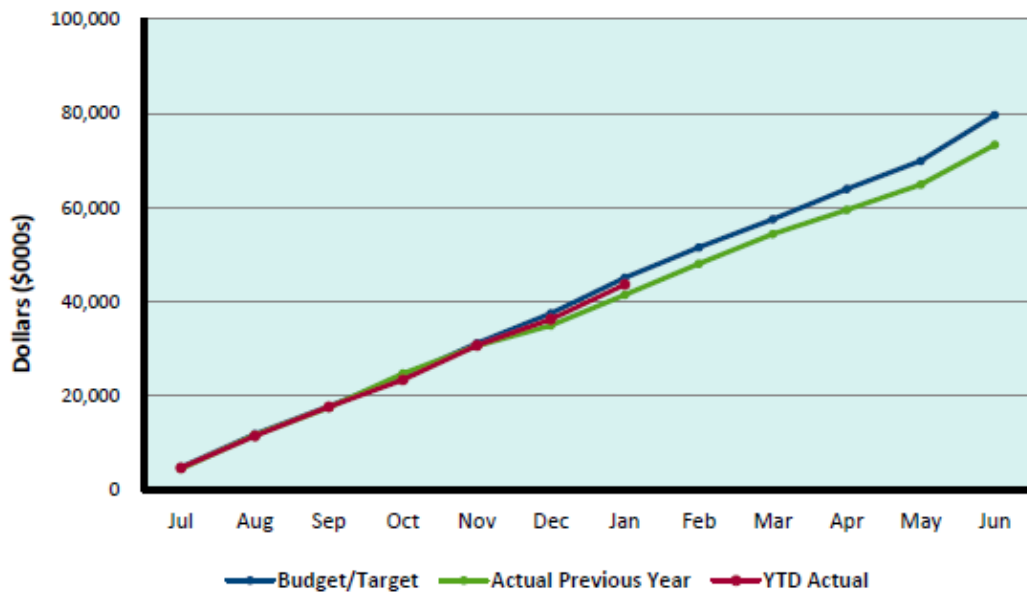
The Operating Income, Operating Expenditure and Capital Expenditure graphs provide an overview on how the actual income/expenditure is tracking to budget and the previous financial year. Comments are provided on each graph regarding the current financial position.



Note: Operating income includes: rates, fees and charges, operating grants and subsidies, contributions, reimbursements and donations, interest and other revenue.

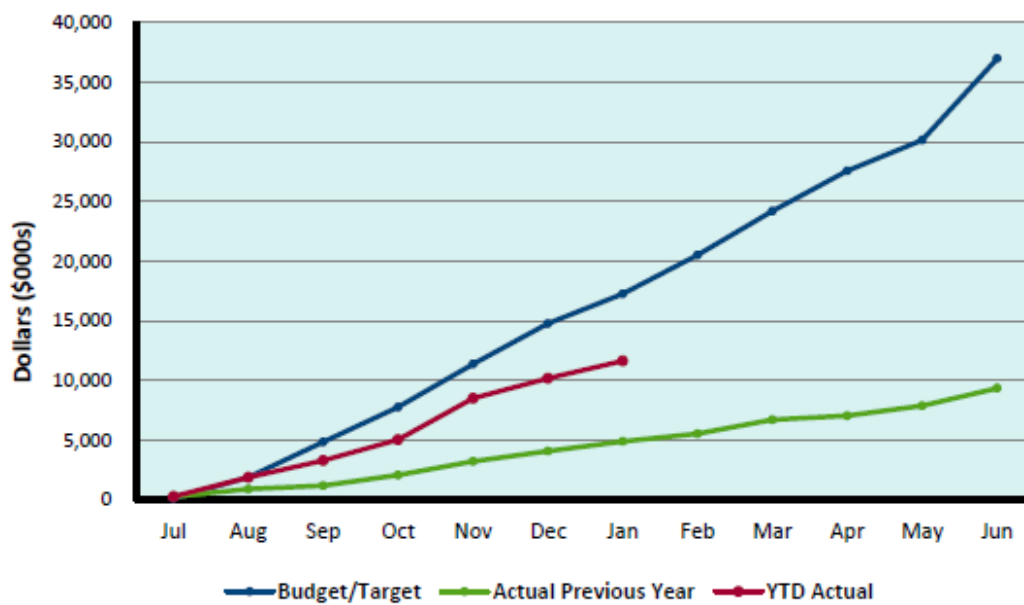
Actual operating income of \$62.22M is \$461K more than the year-to-date budgeted income of \$61.75M.

Operating Expenditure (\$ 000's)



Note: Actual operating expenditure is below the year-to-date budget by \$1.43M.

Capital Expenditure (\$ 000's)



Note: The actual capital expenditure at the end of January 2024 of \$11.65M is \$5.6M less than the year-to-date budget of \$17.25M. The monthly Capital Projects Summary report provides more detail on all capital projects.

The following is an explanation of significant variances identified in the statement of Financial Activity. Please refer to Appendices 10.3.3 E and 10.3.3 F for more detailed information regarding projects:

Statement of Financial Activity	YTD Actual to Budget Variance
Operating Income	
<i>Contributions, Reimbursements and Donations</i> – Favourable year-to-date variance of \$66K mainly due to insurance reimbursements of \$52K and contribution income of \$13K. Forecasts have been entered and included in the February Budget Review.	\$66,215 12%
Operating Expenses	
<i>Materials and Contracts</i> – Favourable year-to-date variance of \$1.49M mainly due to consultant expenses \$561K, contractor expenses \$681K and software and licencing expenses of \$169K. These are monitored on a monthly basis and any forecasts noted have been included during the February Budget Review.	\$1,487,598 12%
Capital Expenses	
<p><i>Acquisition of Assets</i> – year-to-date variance due to the timing of capital expenditure. The capital projects are monitored monthly. Key project variances include:</p> <ul style="list-style-type: none"> PR-5105 Renew foreshore marine walls 2023/24 - \$1.25M PR-3720 Hands Oval Redevelopment - \$1.15M PR-2403 Replace Forrest Park Pavilion - \$421K PR-1543 Boulters Heights Redevelopment - \$392K PR-5118 Regional Roadworks program – Bussell Hwy - \$266K PR-4871 Renew, resleeve and improve drainage network 2023/24 - \$260K PR-4867 Renew community buildings 2023/24 - \$254K PR-5111 Bunbury Airport apron expansion - \$229K PR-1103 Realign and widen Ocean Drive - \$220K PR-5114 Beautifying Bunbury Streetscapes 23/24 - \$153K PR-4859 Expand Path Network 2023/24 - \$135K PR-3830 Subdivision and sale of part Lot 3 Blair St - \$130K PR-4877 Renew / Upgrade Local Roads – Strickland - \$124K PR-5112 Bunbury Airport compass swinging bay - \$105K PR-5090 Waterfront Public Art Installation - \$103K PR-5115 Regional Roadworks program – Casuarina Dr - \$90K PR-4890 Renew irrigation infrastructure - \$78K <p>Any forecast changes noted have been included in the February Budget Review.</p>	\$5,599,828 32%

Analysis of Financial and Budget Implications

This Financial Management Report on the financial performance of the City is provided for Councillors information and does not have any financial or budget implications for the 2023/24 financial year. Any forecasts that are noted, have been included in the February Budget Review.

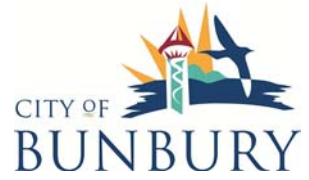
Community Consultation

There is no requirement for community consultation on this report. A Monthly Community Financial Report (attached at Appendix 10.3.3 G) has been prepared to give the community an easy-to-understand summary of the City's financial performance. Once received by Council, this report will be made available on the City's website for community information.

Councillor/Officer Consultation

The City's Executive Team, Department Managers and Finance staff monitor the City's monthly revenue and expenditure and (as required) refers any variances requiring remedial action to Council.

Approved budget amendments are recorded in the financial statements to always reflect the City's current budget and financial position.



Capital Projects Summary **(With Comments)**

Period Ending January 2024

Friday, 23 February, 2024

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Airport									
PR-5111 Bunbury Airport apron expansion	Progress 10%	197,750	3,796	233,000	(98)%	150,000	233,000	233,000	-
PR-5112 Bunbury Airport compass swinging bay	Progress 5%	99,682	-	105,000	(100)%	62,330	105,000	105,000	-
Total for Airport		297,432	3,796	338,000		212,330	338,000	338,000	-

Art Gallery									
PR-4844 Purchase artworks for the City Art Collection 2023/24	Progress 8%	-	14,245	19,320	(26)%	33,115	33,115	33,115	-
PR-5106 World Class South West Regional Gallery - Stage 1	Progress 0%	-	-	-	0%	125,000	125,000	125,000	-
<i>Project Progress Comments:</i>									
<i>Preliminary project management framework discussions held, pending decision by Council at the November meeting regarding development of the new gallery.</i>									
PR-5343 Purchase of Laser Projector for gallery exhibitions	Progress 100%	-	-	-	0%	-	-	5,375	5,375
Total for Art Gallery		-	14,245	19,320		158,115	158,115	163,490	5,375

Business System Support & IT Operations									
PR-4864 Asset Replacement - Corporate Printers and Photocopiers 2023/24	Progress 50%	-	-	30,000	(100)%	39,104	39,104	39,104	-
<i>Project Progress Comments:</i>									
<i>Awaiting the awarding of RFQ2324/022 IT Equipment leasing arrangement.</i>									

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Business System Support & IT Operations									
PR-4865 Asset Replacement - Personal Computers 2023/24	Progress 50%	3,680	28,251	100,000	(72)%	202,500	202,500	202,500	-
<i>Project Progress Comments:</i>									
Awaiting the awarding of RFQ2324/022 IT Equipment leasing arrangement.									
PR-4866 Replacement of networking equipment 2023/24	Progress 50%	21,391	11,157	30,000	(64)%	60,638	60,638	60,638	-
<i>Project Progress Comments:</i>									
Awaiting the awarding of RFQ2324/022 IT Equipment leasing arrangement.									
PR-5107 Expansion of CCTV Network	Progress 5%	-	-	30,000	(100)%	50,000	50,000	50,000	-
<i>Project Progress Comments:</i>									
Consultation to take place with community safety team as to locations.									
PR-5122 Replace ranger infringement devices	Progress 5%	-	-	-	0%	20,000	20,000	20,000	-
<i>Project Progress Comments:</i>									
Consultation underway with the rangers team as to specific requirements.									
PR-5124 Replace sound meter	Progress 0%	-	-	40,000	(100)%	40,000	40,000	-	(40,000)
<i>Project Progress Comments:</i>									
CSEM have indicated that this project will need to be deferred until next FY. We have been advised by the NVMS the company who we need to buy SLM from is that the latest model is not compatible with our current software/hardware ("yellow brick" for A/H monitoring) so we were going to purchase the same SLM model that we currently have. We have just been told they are no longer making this model and they have suggested to us to wait 1-2 years until the new software is ready and we can buy the latest model.									
Total for Business System Support & IT Operations		25,071	39,408	230,000		412,242	412,242	372,242	(40,000)

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Community Safety and Emergency Management									
PR-4521 Replace parking machines and upgrade infrastructure Smart Parking	<i>Progress 70%</i>	51,850	89,242	141,850	<i>(37)%</i>	141,850	141,850	141,850	-
<i>Project Progress Comments:</i>									
<i>The new meter in Cobblestone carpark has been installed and activated. Line marking for Cobblestone is completed. Line marking in Ocean Drive is currently on hold due to roadworks occurring in Ocean Drive.</i>									
Total for Community Safety and Emergency Management		51,850	89,242	141,850		141,850	141,850	141,850	-
Department Management - Community Connection									
PR-5090 Waterfront Public Art Installation	<i>Progress 20%</i>	-	7,500	110,000	<i>(93)%</i>	210,000	210,000	210,000	-
<i>Project Progress Comments:</i>									
<i>Assessment Panel has considered 3 EOI applications with panel report pending progress to award of contract. This project will roll over into 24/25 financial year with all 3 artists indicating a likely completion date of November in their presentations.</i>									
Total for Department Management - Community Connection		-	7,500	110,000		210,000	210,000	210,000	-
Department Management - Infrastructure Maintenance									
PR-3720 Hands Oval Redevelopment	<i>Progress 40%</i>	12,564,067	4,488,268	5,643,999	<i>(20)%</i>	15,234,201	15,234,201	15,234,201	-
<i>Project Progress Comments:</i>									
<i>Construction in progress.</i>									
Total for Department Management - Infrastructure Maintenance		12,564,067	4,488,268	5,643,999		15,234,201	15,234,201	15,234,201	-

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Economic Development									
PR-3830 Subdivision and sale of part Lot 3 Blair Street	Progress 20%	7,775	20,130	150,000	(87)%	250,920	250,920	250,920	-
<i>Project Progress Comments:</i>									
The City's Lawyer Jackson McDonald have been progressing Sales and Development contract negotiations working with the CEO and Executive									
It appears negotiations may be nearing an end, however this will be subject to any further requests or clarifications by the proposed purchaser.									
Meanwhile the subdivision process has been progressing at the same time to help minimise timeframes for this process, the City's development Engineer is currently seek quotes from providers to undertake works to meet conditions of the subdivision.									
PR-5078 Sale of Lot 618 (11) Nyabing Way	Progress 5%	4,450	545	5,000	(89)%	5,000	5,000	5,000	-
<i>Project Progress Comments:</i>									
The site was under contract to an agent with out formal offer for the property. That contract has now ended.									
Property officers are looking at new options to market the property for sale with the expectation to further to promote the property in November.									
PR-5082 Relocate Bunbury Visitor Centre	Progress 5%	-	683	15,000	(95)%	88,945	88,945	88,945	-
Total for Economic Development		12,225	21,358	170,000		344,865	344,865	344,865	-
Environmental Health									
PR-5345 Dual sided UV Meter	Progress 100%	-	6,102	-	0 %	-	-	6,102	6,102
Total for Environmental Health		-	6,102	-		-	-	6,102	6,102

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
Executive Leadership - Infrastructure										
PR-3898 Construct heritage interpretation, Bunbury Timber Jetty	Progress 0%	-	-	-	0%	86,726	86,726	86,726	-	
Total for Executive Leadership - Infrastructure		-	-	-		86,726	86,726	86,726	-	
Finance										
PR-4891 Support the Stirling Street Arts Centre 2023/24	Progress 0%	-	-	-	0%	20,000	20,000	20,000	-	
Total for Finance		-	-	-		20,000	20,000	20,000	-	
Fleet										
PR-2293 Replace corporate heavy plant	Progress 75%	-	163,098	166,725	(2)%	220,982	220,982	163,098	(57,884)	
<i>Project Progress Comments:</i>										
<i>Procurement completed</i>										
PR-4710 Replace corporate heavy plant 2022/23	Progress 90%	61,911	585,062	650,979	(10)%	670,959	670,959	646,973	(23,986)	
<i>Project Progress Comments:</i>										
<i>Procurement completed.</i>										
PR-4712 Replace waste vehicles and plant	Progress 30%	-	63,254	64,244	(2)%	539,577	539,577	63,254	(476,323)	
PR-4881 Replace corporate vehicles 2023/24	Progress 50%	155,589	173,583	-	0%	756,000	756,000	626,000	(130,000)	
PR-4882 Replace corporate heavy plant 2023/24	Progress 90%	-	172,710	-	0%	234,000	234,000	172,710	(61,290)	
Total for Fleet		217,500	1,157,707	881,948		2,421,518	2,421,518	1,672,035	(749,483)	

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
Libraries										
PR-1418 Procure and install Radio Frequency Identification (RFID) and self loans technology at Bunbury Library	Progress	20%	-	-	-	0 %	80,000	80,000	80,000	-
<i>Project Progress Comments:</i>										
RFQ being finalised for release to the WALGA preferred supplier list										
Total for Libraries			-	-	-	80,000	80,000	80,000		-
Parks and Reserves										
PR-1883 Water Resource Recovery	Progress	100%	3,459	37,393	23,300	60 %	23,300	23,300	37,393	14,093
PR-4701 Replace playground equipment 2022/23	Progress	100%	-	193,588	205,711	(6)%	205,711	205,711	193,588	(12,123)
<i>Project Progress Comments:</i>										
Bellmore playground completed										
PR-4886 Replace playground equipment 2023/24	Progress	80%	149,012	142,301	200,000	(29)%	425,000	425,000	425,000	-
PR-4888 Renew open space infrastructure 2023/24	Progress	90%	41,285	130,653	153,334	(15)%	200,000	200,000	200,000	-
PR-4890 Renew irrigation infrastructure 2023/24	Progress	50%	7,091	37,058	115,000	(68)%	150,000	150,000	150,000	-
PR-5075 Implement Greening Bunbury Plan	Progress	60%	47,105	75,626	76,726	(1)%	256,726	256,726	256,726	-
PR-5114 Beautifying Bunbury Streetscapes 2023/24	Progress	35%	1,909	47,205	200,000	(76)%	200,000	200,000	200,000	-
PR-5126 Install fencing Hay Park United Soccer	Progress	100%	-	52,136	75,000	(30)%	75,000	75,000	52,136	(22,864)
Total for Parks and Reserves			249,861	715,960	1,049,071		1,535,737	1,535,737	1,514,843	(20,894)

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
Project Coordination										
PR-1809 Construct Hay Park North Pavilion	Progress 90%	44,042	67,864	100,000	(32)%	521,361	521,361	271,361	(250,000)	
<i>Project Progress Comments:</i> Finalising Tree /Shrub planting and mowing kerbs										
PR-4786 Detailed design, contract documentation and construction of Youth Precinct	Progress 30%	27,737	4,922	35,086	(86)%	35,086	35,086	35,086	-	
<i>Project Progress Comments:</i> Blair Street crossing pavement art procurement ongoing, to be installed by December 2023.										
PR-4799 Upgrade Halifax Business Park infrastructure	Progress 100%	-	51,781	50,822	2 %	50,822	50,822	51,781	959	
<i>Project Progress Comments:</i> Installation of ANPR cameras completed in July 2023. Gifting of existing cameras by BGCCI ongoing.										
PR-5038 Withers Regional Renewal	Progress 20%	813,623	1,616,909	1,615,000	0 %	2,543,797	2,543,797	2,543,797	-	
<i>Project Progress Comments:</i> Preliminary civil works on road adjacent to library have commenced. RFT for landscaping advertised.										
PR-5105 Renew foreshore marine walls 2023/24	Progress 10%	1,046,347	95,608	1,340,699	(93)%	1,200,000	1,400,000	1,400,000	-	
<i>Project Progress Comments:</i> Limestone blocks procured. Construction tender closed, evaluation of submissions underway.										
Total for Project Coordination		1,931,749	1,837,084	3,141,607		4,351,066	4,551,066	4,302,025	(249,041)	
Project Planning and Assets										
PR-4875 Renewal of bus stops, bus shelters and public transport 2023/24	Progress 0%	-	-	5,000	(100)%	10,000	10,000	10,000	-	

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
Project Planning and Assets										
PR-5108 Dog Exercise Area and Park Renewal	Progress 0%	-	-	-	0 %	130,000	130,000	130,000	-	
PR-5123 Replace asset drainage camera	Progress 0%	-	-	30,000	(100)%	30,000	30,000	30,000	-	
Total for Project Planning and Assets		-	-	35,000		170,000	170,000	170,000	-	
Property Management and Maintenance										
PR-1543 Boulters Heights Redevelopment	Progress 80%	189,156	200,412	592,456	(66)%	592,456	592,456	492,456	(100,000)	
<u>Project Progress Comments:</u> In construction.										
PR-2403 Replace Forrest Park Pavilion	Progress 45%	2,370,090	638,989	1,060,000	(40)%	3,611,797	3,611,797	3,611,797	-	
<u>Project Progress Comments:</u> Demolition completed, concrete pad down and cured, steel and frames being delivered to site										
PR-4001 Renew Ned Myles Pavilion, Hay Park	Progress 100%	-	149,704	148,775	20 %	148,775	148,775	148,775	-	
PR-4695 Renew or refurbish community, corporate, sport and leisure buildings as per AMP 2022/23	Progress 95%	18,992	48,878	67,171	(27)%	67,171	67,171	113,325	46,154	
<u>Project Progress Comments:</u> 1. SSAC Pottery Shed Roof Replacement 2. Replace smoke detector from various city facilities (Admin, SCC, Libraries and SSAC). Completed. 2. Ned Myles Refurbishment. Progressing.										
PR-4696 Replace boardwalks, lookouts and beach access stairs 2023/24	Progress 80%	191,989	7,838	25,000	(69)%	109,535	109,535	259,535	150,000	
<u>Project Progress Comments:</u> 1. Design for Hastie Staircase completed. 2. Construction contract has been awarded.										

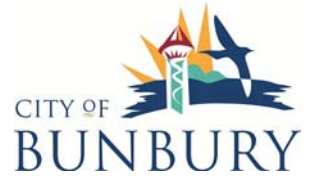
		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Property Management and Maintenance									
PR-4758 Renew South West Sports Centre (SWSC) plant and machinery 2022/23	<i>Progress</i> 50%	35,355	11,984	-	0 %	-	48,700	48,700	-
<u>Project Progress Comments:</u>									
1. Supply and installation of a 15KW sauna Heater at SWSC. Completed.									
2. Supply 3 windsocks at SWSC. PO issued, progressing.									
3. Replace Squash Court toilet EAF fan motors. PO issued, progressing.									
4. Replace cooling pads on the squash court fitness room Evap AC system. PO issued, progressing.									
5. Replace aircon from the old physio office. PO issued, progressing.									
6. Replace aircon from the old swim school office issued, progressing.									
7. Replace the failed panic bar and supply and installation of new 3 point locking bar. Completed.									
8. Replace Roller Shutter near water slide. PO issued, progressing.									
9. Upgrade the dual hydrant system booster to quad. PO issued, progressing.									
10. Replace fittings on Hair & Lint pre-pump strainer. PO issued, progressing.									
PR-4867 Renew or refurbish community, corporate, sport and leisure buildings as per AMP 2023/24	<i>Progress</i> 85%	142,573	195,935	450,000	(56)%	500,000	500,000	453,846	(46,154)
<u>Project Progress Comments:</u>									
1. Carpet replacement at BRAG. Completed.									
2. Surf Life Saving Club Patio replacement. Completed.									
3. SSAC power upgradation. Progressing									
4. Admin Building Ground Floor Carpet Replacement. Completed.									
5. SWSC Tile Replacement. Tiles procured.									
6. Surf Life Saving Club Decking and Sub Floor Refurbishment. Completed.									
7. Old part Ceiling Plaster SSAC. Completed									
8. Installation of 7kw split system as back up unit in the art storeroom at BRAG. Progressing.									
9. Repair AC 1 Upper Gallery and AC 2 State Gallery at BRAG. Progressing.									
10. BREC Technician Office A/C Replacement. Progressing									

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Property Management and Maintenance									
PR-4868 Replace boardwalks, lookouts and beach access stairs 22/23	<i>Progress 50%</i>	-	-	-	0%	150,000	150,000	-	(150,000)
<i>Project Progress Comments:</i>									
<i>PR 4696 will be merged with PR 4868.</i>									
PR-4902 Refurbish City Facilities changerooms and public conveniences 2021/22	<i>Progress 95%</i>	-	10,900	33,374	(67)%	33,374	33,374	33,900	526
PR-4904 Refurbish City Facilities changerooms and public conveniences 2023/24	<i>Progress 90%</i>	23,343	26,895	65,000	(59)%	100,000	100,000	99,474	(526)
PR-4909 Renew City Facilities lighting 2023/24	<i>Progress 80%</i>	18,182	1,309	20,000	(93)%	30,000	30,000	30,000	-
<i>Project Progress Comments:</i>									
<i>1.Admin Building internal light upgradation to energy savings/LED. Completed.</i>									
<i>2.Replace the main switchboard at Senior Citizen Centre. PO issued, work underway.</i>									
PR-4915 Install lighting 2023/24	<i>Progress 80%</i>	-	29,860	35,000	(15)%	50,000	50,000	50,000	-
<i>Project Progress Comments:</i>									
<i>1. Nightscape-Koombana Bay Artwork.Progressing</i>									
<i>2. Decorative-Stephen Street. Progressing</i>									
<i>3. Pedestrian- Horseshoe Lake Completed.</i>									
<i>4. Pedestrian- Koombana Drive Bridge to Quest. Completed</i>									
PR-4990 Renew South West Sports Centre (SWSC) plant and machinery 2023/24	<i>Progress 50%</i>	2,966	75,394	133,000	(43)%	133,000	133,000	133,000	-
PR-5089 Replace administration building air-conditioner chiller unit	<i>Progress 100%</i>	-	269,947	339,623	(21)%	339,623	339,623	269,947	(69,676)
PR-5109 Install Electric Vehicle charging stations	<i>Progress 90%</i>	-	37,609	60,000	(37)%	60,000	60,000	60,000	-
Total for Property Management and Maintenance		2,992,645	1,734,636	3,029,399		5,925,731	5,974,431	5,804,755	(169,676)

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
Waste Services										
PR-4878 Annual bin replacement program 2023/24	Progress 80%	19,058	33,959	30,000	13 %	66,000	66,000	66,000	-	
<i>Project Progress Comments:</i>										
<i>Replacement bin infrastructure ordered as needed operationally</i>										
PR-4880 Renew bin enclosures 2023/24	Progress 100%	-	28,000	28,000	0 %	28,000	28,000	28,000	-	
<i>Project Progress Comments:</i>										
<i>Surrounds delivered. Invoice receipted</i>										
Total for Waste Services		19,058	61,959	58,000		94,000	94,000	94,000	-	
Works										
PR-1103 Realign and widen Ocean Drive, South Bunbury	Progress 95%	245,625	530,413	750,000	(29)%	750,000	750,000	750,000	-	
PR-4671 Traffic calming and minor intersection treatments 2022/23	Progress 10%	-	6,287	45,000	(86)%	79,041	79,041	79,041	-	
PR-4688 Repair jetties 2023/24	Progress 10%	-	15,000	-	0 %	60,000	60,000	60,000	-	
PR-4690 Renew, resleeve and improve drainage network 2022/23	Progress 100%	6,606	108,032	30,000	260 %	72,758	64,114	112,322	48,208	
PR-4858 Expand cycleways (implement Bunbury Bike Plan) 2023/24	Progress 0%	-	-	5,000	(100)%	244,000	244,000	244,000	-	
PR-4859 Expand Path Network 2023/24	Progress 60%	6,502	200,418	335,000	(40)%	520,000	520,000	520,000	-	
PR-4860 Traffic calming and minor intersection treatments 2023/24	Progress 50%	6,847	55,337	70,000	(21)%	100,000	100,000	100,000	-	
PR-4870 Renew and Upgrade Paths as per Asset Management Plan 2023/24	Progress 100%	-	221,119	75,000	195 %	200,000	200,000	221,119	21,119	
PR-4871 Renew, resleeve and improve drainage network 2023/24	Progress 40%	42,469	15,389	275,000	(94)%	300,000	300,000	251,792	(48,208)	

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Works									
PR-4874 Roads to Recovery Road Reseals 2023/24	Progress 90%	455	147,693	130,000	14 %	150,000	150,000	150,000	-
PR-4877 Renew / Upgrade Local Roads - Strickland Street	Progress 60%	-	75,984	200,000	(62)%	200,000	200,000	200,000	-
PR-4924 Regional Roadworks program - Lillydale Road	Progress 10%	-	-	-	0 %	360,000	360,000	360,000	-
PR-4936 CBD Road Works	Progress 100%	6,864	50,765	25,000	103 %	98,181	89,191	89,191	-
<u>Project Progress Comments:</u> Haley/Princep/Carmody waiting on Western Power.									
PR-5084 Sandridge / Hennessy left turn slip lane	Progress 100%	-	380	13,923	(97)%	18,368	13,923	13,923	-
<u>Project Progress Comments:</u> Completed									
PR-5085 Upgrade street lighting, Estuary Drive	Progress 10%	-	-	-	0 %	94,000	94,000	94,000	-
<u>Project Progress Comments:</u> Awaiting Western Power design and confirmation of installation date.									
PR-5113 Blackspot Roadworks 2023/24	Progress 10%	-	1,654	-	0 %	559,000	559,000	559,000	-
PR-5115 Regional Roadworks program - Casuarina Drive	Progress 10%	31,468	-	90,000	(100)%	90,000	90,000	90,000	-
PR-5116 Regional Roadworks program - Clifton Street	Progress 0%	-	-	-	0 %	136,000	136,000	136,000	-
PR-5117 Regional Roadworks program - Leschenault Drive	Progress 5%	-	157	-	0 %	209,000	209,000	209,000	-
PR-5118 Regional Roadworks program - Bussell Highway	Progress 50%	-	356	266,000	(100)%	266,000	266,000	266,000	-
PR-5119 Construct Koombana car park	Progress 0%	-	-	3,500	(100)%	450,000	450,000	-	(450,000)

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Works									
PR-5120 Renew / Upgrade Carparks - SWSC & Zoe Street	<i>Progress 50%</i>	-	46,174	90,655	<i>(49)%</i>	90,655	90,655	90,655	-
PR-5125 Resurface Hay Park Netball Courts	<i>Progress 100%</i>	-	-	-	<i>0 %</i>	200,000	200,000	-	(200,000)
Total for Works		346,835	1,475,157	2,404,078		5,247,003	5,224,924	4,596,043	(628,881)
Capital Projects Expenditure Total		18,678,088	11,652,424	17,252,272	<i>(32)%</i>	36,645,384	36,997,675	35,151,177	(1,846,498)



Operating Projects Summary

(With Comments)

Period Ending January 2024

Friday, 23 February, 2024

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
Art Gallery										
PR-4386 Conduct Indigenous Arts Program at BRAG	Progress 50%	9,348	84,605	82,122	3 %	110,000	127,976	127,976	-	
<i>Project Progress Comments:</i>										
<i>This program is continuing to be delivered with external funding secured to ensure it is operational for a further 3 years.</i>										
PR-5099 Bunbury Heritage Building and Urban Art Trails	Progress 0%	-	-	-	0 %	5,000	5,000	5,000	-	
<i>Project Progress Comments:</i>										
<i>Project Officer (Danika Stevenson, Team Leader Community Partnerships) appointed. Internal working group meeting held to define scope and inform relevant teams of project.</i>										
PR-5100 Collections storage feasibility study for BRAG and Museum	Progress 5%	1,491	373	30,000	(99)%	30,000	30,000	30,000	-	
PR-5101 Frame Frank Norton artworks	Progress 0%	-	-	50,000	(100)%	50,000	50,000	50,000	-	
<i>Project Progress Comments:</i>										
<i>Tender for these works will be commenced in December 2023.</i>										
Total for Art Gallery		10,839	84,978	162,122		195,000	212,976	212,976	-	
Business System Support & IT Operations										
PR-2249 Asset Replacement - Fixed and mobile phones and devices	Progress 60%	-	13,280	12,000	11 %	24,099	24,099	25,871	1,772	
<i>Project Progress Comments:</i>										
<i>Ongoing replacements as required</i>										
PR-5008 City of Bunbury "Project Shine" Transformation	Progress 60%	119,965	582,058	762,030	(24)%	1,089,159	851,159	851,159	-	
<i>Project Progress Comments:</i>										
<i>Project progressing. Four modules complete (HRIS, HCM analytics CX and Contracts). Remaining is risk and data centre exit which are in progress. Project management will commence shortly.</i>										

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Business System Support & IT Operations									
PR-5150 Data Centre Exit & Cloud Migration	<i>Progress 15%</i>	-	-	28,500	<i>(100)%</i>	-	285,000	285,000	-
<i>Project Progress Comments:</i>									
<i>Project on track. Awaiting the awarding of RFQ2324/022 IT Equipment leasing arrangement, for the purchase of hardware.</i>									
Total for Business System Support & IT Operations		119,965	595,338	802,530		1,113,258	1,160,258	1,162,030	1,772

City Planning

PR-3584 Review Local Planning Strategy	<i>Progress 50%</i>	-	-	-	<i>0%</i>	100,000	100,000	100,000	-
<i>Project Progress Comments:</i>									
<i>A report of review related to the Local Planning Strategy commenced in accordance with guiding legislation at the time.</i>									
<i>Imminent changes in State planning legislation results in revised requirements and reporting timeframes.</i>									
<i>A 'First Cycle Review' report has been prepared and scheduled for presentation/discussion at a Council briefing in February 2024.</i>									
<i>Next steps / actions and expenditure of project funds in support of the Strategy and Scheme to be confirmed following briefing.</i>									
PR-3585 Review Local Planning Scheme	<i>Progress 50%</i>	-	-	-	<i>0%</i>	50,000	50,000	50,000	-

Project Progress Comments:

A report of review related to the Local Planning Scheme commenced in accordance with guiding legislation at the time.

Imminent changes in State planning legislation results in revised requirements and reporting timeframes.

A 'First Cycle Review' report has been prepared and scheduled for presentation/discussion at a Council briefing in February 2024.

Next steps / actions and expenditure of project funds in support of the Scheme and Strategy to be confirmed following briefing.

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
City Planning										
PR-5006 Housing Strategy Focus Area 2.3 - Back Beach Precinct	Progress 5%	-	-	-	0 %	50,000	50,000	50,000	-	
<u>Project Progress Comments:</u>										
<i>Lot 76 has been sold and the new owner will be liaising with the City to discuss future scheme amendment.</i>										
PR-5012 Ocean Beach Heritage Trail Implementation	Progress 80%	-	-	-	0 %	14,521	14,521	14,521	-	
<u>Project Progress Comments:</u>										
<i>Met with Elders on 30/1/2024 for recommended actions to progress project. Coordinating input with the Language Centre for input on Place Names and any associated stories the presenting to the Cultural Advisory Committee prior to signoff by Elders.</i>										
PR-5095 Bicentennial Square Precinct Plan	Progress 5%	-	-	50,000	(100)%	50,000	50,000	50,000	-	
<u>Project Progress Comments:</u>										
<i>Through discussions with our local MLA Mr Don Punch, the City has been successful in receiving verbal support for an additional \$100,000 to assist with the precinct planning for Bicentennial Square. The City is commencing with a SMARTY Grants application through the South West Development Commission to hopefully secure these funds.</i>										
<i>A significant funding opportunity is also being pursued through the 'Regional Partnerships and Precincts Program' being offered through the federal Department of Infrastructure, Transport, Regional Development, Communications and the Arts. The City is collaborating with the South West Development Commission and Regional Development Australia to progress a submission for funding through this program.</i>										
<i>The scope of the project is currently being revised given the potential to include surroundings areas and address other issues.</i>										
<i>To date background and historical research have been undertaken in relation to Bicentennial Square and some preliminary design options investigated.</i>										

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
City Planning									
PR-5096 City Centre Analysis and Urban Design Framework	Progress 5%	-	-	15,000	(100)%	50,000	50,000	50,000	-
<i>Project Progress Comments:</i>									
<i>Draft project plan completed and the analysis for the project has commenced.</i>									
PR-5097 Local Heritage Survey Report	Progress 0%	-	-	-	0%	15,000	15,000	15,000	-
Total for City Planning		-	-	65,000		329,521	329,521	329,521	-
Community Partnerships									
PR-1402 Mayoral delegation visit to Setagaya Sister City	Progress 0%	-	-	-	0%	35,000	35,000	-	(35,000)
PR-4337 Prepare, Implement and Deliver Reconciliation Action Plan Initiatives	Progress 45%	584	4,349	10,640	(59)%	21,282	21,282	21,282	-
<i>Project Progress Comments:</i>									
<i>Preliminary forum successfully completed in December 2023 with second scheduled for March 2024 to identify progress regarding actions and strategy development.</i>									
PR-4470 Bunbury Setagaya Biennial Photographic Competition	Progress 5%	664	2,353	3,000	(22)%	9,000	9,000	3,016	(5,984)
<i>Project Progress Comments:</i>									
<i>The project date and venue has been confirmed for September 2023 with work progressing on the exhibition/competition development.</i>									
PR-4658 Conduct anniversary celebrations for the Bunbury-Setagaya Sister City incoming tours	Progress 5%	-	1,716	-	0%	45,000	45,000	1,716	(43,284)
PR-5081 Implement Withers Placemaking	Progress 30%	32,215	-	55,800	(100)%	55,800	55,800	55,800	-
<i>Project Progress Comments:</i>									
<i>Orders have been placed, contractor work currently in progress.</i>									
PR-5348 Youth Initiatives - Youth Advisory Council of WA	Progress 0%	-	-	-	0%	-	-	10,000	10,000

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Total for	Community Partnerships	33,462	8,417	69,440		166,082	166,082	91,814	(74,268)
Community Safety and Emergency Management									
PR-4947	Undertake Department of Fire and Emergency Services Mitigation Activity program			100,000	(100)%	200,000	202,430	202,430	-
	<i>Project Progress Comments:</i>								
	<i>Funding from DFES has been approved.</i>								
PR-5344	All West Australians Reducing Emergencies (AWARE) Program			-	0%	-	-	17,200	17,200
Total for	Community Safety and Emergency Management	-	-	100,000		200,000	202,430	219,630	17,200
Corporate Governance									
PR-2431	Conduct Council elections		113,027	140,000	(19)%	140,000	140,000	113,027	(26,973)
	<i>Project Progress Comments:</i>								
	<i>Project complete.</i>								
Total for	Corporate Governance	-	113,027	140,000		140,000	140,000	113,027	(26,973)
Corporate Information									
PR-5092	Scanning plans and records	934	4,052	5,000	(19)%	20,000	20,000	20,000	-
	<i>Project Progress Comments:</i>								
	<i>Project almost complete utilising this year's project funds.</i>								
Total for	Corporate Information	934	4,052	5,000		20,000	20,000	20,000	-

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
Council Support										
PR-5132 Art, Photos and Honour Board - Council Chambers and Function Area	Progress 20%	-	-	10,000	(100)%	20,000	20,000	20,000	-	
<i>Project Progress Comments:</i>										
<i>Preliminary work underway to develop a digital Council Honour Board solution given the lack of wall space for a more traditional board/s. Hardware to be purchased this FY with appropriate software to be developed in-house.</i>										
PR-5158 Provide Elected member and Executive AICD	Progress 95%	-	19,824	40,000	(50)%	-	40,000	19,823	(20,177)	
Total for Council Support		-	19,824	50,000		20,000	60,000	39,823	(20,177)	
Data and Digital										
PR-4290 Develop new website and digital platform for City of Bunbury	Progress 20%	-	34,805	65,000	(46)%	125,548	125,548	125,548	-	
Total for Data and Digital		-	34,805	65,000		125,548	125,548	125,548	-	
Department Management - Community Connection										
PR-3840 Support King Cottage Museum	Progress 95%	-	31,544	31,544	0 %	31,544	31,544	31,544	-	
PR-3844 Support Bunbury City Band	Progress 10%	-	10,000	10,000	0 %	10,000	10,000	10,000	-	
PR-3848 Support Bunbury Regional Entertainment Centre (BREC) - operating and capital subsidies	Progress 60%	124,620	473,859	448,860	6 %	598,478	598,478	598,478	-	
PR-3852 Support Stirling Street Arts Centre (SSAC) - operating subsidy	Progress 95%	-	66,625	66,625	0 %	66,625	66,625	66,625	-	
PR-3860 Support RSL in the delivery of Anzac Day	Progress 95%	-	20,000	20,000	0 %	20,000	20,000	20,000	-	
PR-4349 Provide support to Bunbury Regional YouthCare	Progress 95%	-	12,000	12,000	0 %	12,000	12,000	12,000	-	
PR-4350 Support South West Clontarf Academy (Newton Moore College)	Progress 95%	-	15,000	15,000	0 %	15,000	15,000	15,000	-	

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Department Management - Community Connection									
PR-4517 Bunbury Geographe Seniors and Community Centre Financial Support	Progress 25%	25,000	25,000	25,000	0 %	50,000	50,000	50,000	-
Total for Department Management - Community Connection		149,620	654,028	629,029		803,647	803,647	803,647	-
Design Engineering									
PR-1168 Replace signs and linemarking	Progress 10%	4,205	3,143	18,000	(83)%	25,000	25,000	15,000	(10,000)
PR-4624 Undertake drainage catchment studies	Progress 25%	8,200	23,719	24,550	(3)%	168,943	168,943	131,919	(37,024)
<i>Project Progress Comments:</i>									
<i>Drainage catchment study in progress. Residual budget to be used to update Flood Management Plan.</i>									
PR-4627 Support Industry Road Safety Initiatives	Progress 0%	-	-	3,000	(100)%	3,000	3,000	3,000	-
Total for Design Engineering		12,405	26,862	45,550		196,943	196,943	149,919	(47,024)
Economic Development									
PR-4249 Implement Economic Development Strategy	Progress 30%	-	20,670	102,156	(80)%	178,656	178,656	178,656	-
<i>Project Progress Comments:</i>									
<i>The new EDAP is being finalised following recent workshop with Elected Members on 3rd October. With the EDAP to be presented to Council Nov/Dec. A number actions relating to the CBD have progressed are being scoped for implementation in Jan/Feb 2024.</i>									
PR-5001 Implementation of the Bunbury Geographe Tourism Partnership Strategy	Progress 50%	105,000	105,000	215,000	(51)%	215,000	215,000	215,000	-
<i>Project Progress Comments:</i>									
<i>Invoices and Payments have been completed for first 1/2 year for BGTP deliverables as per MOU between the Bunbury Geographe Group of Councils that support BGTP. The second half year invoices will be raised in December for payment in the New Year.</i>									

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Economic Development									
PR-5152 Bunbury Tourism Plan Working Group	Progress 20%	21,350	8,660	-	0 %	-	40,000	40,000	-
PR-5156 Support ECU Creative Tech Village	Progress 20%	-	-	-	0 %	-	40,000	40,000	-
Total for Economic Development		126,350	134,330	317,156		393,656	473,656	473,656	-
Events									
PR-4160 Provide funding for "Minor Community Grants"	Progress 0%	-	-	5,833	(100)%	10,000	10,000	-	(10,000)
PR-4189 Provide funding for a "New Maker" Grant Round	Progress 5%	600	800	2,919	(73)%	5,000	5,000	5,000	-
PR-4190 Provide funding for a "Neighbourhood Connect" Grant Round	Progress 10%	-	1,320	12,833	(90)%	22,000	22,000	7,000	(15,000)
PR-4198 Provide funding for a "Community Connect" Grant Round	Progress 10%	45,050	55,000	74,050	(26)%	152,100	150,100	115,100	(35,000)
PR-4211 Provide funding for "Signature Events" Grant Round	Progress 10%	84,568	142,224	132,578	7 %	265,156	265,156	265,156	-
PR-4241 Funding to secure state, national and international sporting or cultural events	Progress 10%	16,000	84,500	69,500	22 %	100,000	100,000	160,000	60,000
PR-4762 Conduct City of Bunbury Staff Conference	Progress 0%	17,447	15,757	20,000	(21)%	30,000	30,000	36,804	6,804
<i>Project Progress Comments:</i>									
<i>Conference venue selected. Currently reviewing conference agenda.</i>									
PR-5133 Support City of Bunbury Eisteddfod	Progress 95%	-	20,000	20,000	0 %	20,000	20,000	20,000	-
PR-5155 Support South Bunbury Rotary Club for Dunstan St Christmas Lights Event	Progress 0%	-	-	6,000	(100)%	-	6,000	6,000	-
PR-5159 Promotion of Bunbury around the Bunbury Cup	Progress 0%	-	-	-	0 %	-	20,000	20,000	-
Total for Events		163,665	319,601	343,713		604,256	628,256	635,060	6,804

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Executive Leadership - Chief Executive									
PR-3875 Support Regional Cities Alliance	Progress 100%	-	15,000	15,000	0 %	15,000	15,000	15,000	-
PR-4504 Provide disaster assistance	Progress 0%	-	-	-	0 %	20,000	20,000	20,000	-
PR-4573 Contribution towards Busselton Margaret River Regional Airport Marketing Fund	Progress 100%	-	10,000	10,000	0 %	10,000	10,000	10,000	-
PR-4631 Commission business cases and strategic studies	Progress 5%	25,067	-	-	0 %	90,000	90,000	30,759	(59,241)
PR-5039 South West Cities	Progress 5%	-	600	5,000	(88)%	5,000	5,000	5,000	-
PR-5083 Discretionary funding allocation	Progress 25%	-	6,000	16,500	(64)%	30,000	24,000	24,000	-
PR-5346 Economic Development Implementation Fund	Progress 5%	-	-	-	0 %	-	-	155,000	155,000
Total for Executive Leadership - Chief Executive		25,067	31,600	46,500		170,000	164,000	259,759	95,759
Executive Leadership - Infrastructure									
PR-1831 Ocean Pool feasibility study and concept design	Progress 5%	14,764	3,718	-	0 %	65,440	65,440	65,440	-
<i>Project Progress Comments:</i>									
<i>Community engagement in progress.</i>									
Total for Executive Leadership - Infrastructure		14,764	3,718	-		65,440	65,440	65,440	-
Executive Leadership - Sustainable Communities									
PR-3868 Undertake City Parking Strategy	Progress 10%	15,750	15,750	40,000	(61)%	78,500	78,500	78,500	-
Total for Executive Leadership - Sustainable Communities		15,750	15,750	40,000		78,500	78,500	78,500	-

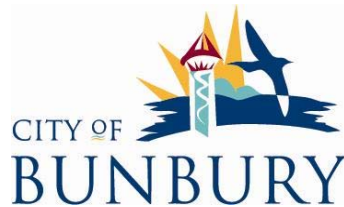
		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Finance									
PR-4356 Contribute to a rail-line reinstatement trust with Arc Infrastructure	Progress 10%	13,462	-	-	0%	13,461	13,461	13,461	-
PR-5073 Provide financial support to the BHRC	Progress 75%	637,500	475,000	475,000	0%	-	1,350,000	1,350,000	-
Total for Finance		650,962	475,000	475,000		13,461	1,363,461	1,363,461	-
Fleet									
PR-2308 Replace corporate minor plant	Progress 60%	-	21,579	23,750	(9)%	30,750	30,750	30,750	-
Total for Fleet		-	21,579	23,750		30,750	30,750	30,750	-
Human Resources									
PR-5093 Volunteer awards program	Progress 0%	-	-	-	0%	2,000	2,000	2,000	-
PR-5157 Implement role clarity	Progress 0%	-	-	-	0%	-	30,000	30,000	-
Total for Human Resources		-	-	-		2,000	32,000	32,000	-
Libraries									
PR-4554 Replacement of children's toys in City Library Children's Area	Progress 5%	73	24	1,500	(98)%	3,000	3,000	3,000	-
Total for Libraries		73	24	1,500		3,000	3,000	3,000	-
Marketing and Communications									
PR-4010 Update digital library	Progress 5%	-	2,500	3,600	(31)%	6,000	6,000	6,000	-
PR-4299 Bunbury Brighter Campaign	Progress 10%	3,250	8,195	35,000	(77)%	53,394	53,394	83,394	30,000
Total for Marketing and Communications		3,250	10,695	38,600		59,394	59,394	89,394	30,000

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
Museum										
PR-3858 Acquire Bunbury Museum and Heritage Centre collection items	Progress 5%	-	455	5,833	(92)%	10,000	10,000	10,000	-	
<i>Project Progress Comments:</i>										
<i>Collection items include replica Wardian cases and refurbishment of Bunbury's old town clock.</i>										
Total for Museum		-	455	5,833		10,000	10,000	10,000	-	
Natural Environment										
PR-2590 Participate in Peron Naturaliste Partnership	Progress 95%	-	18,568	18,568	0 %	20,000	20,000	20,000	-	
PR-4456 Implement Sustainability Strategy Action Plan	Progress 5%	256	4,408	22,500	(80)%	50,000	50,000	50,000	-	
PR-4604 Implement culling of introduced Corellas	Progress 5%	15,875	1,575	1,000	58 %	20,000	20,000	20,000	-	
PR-5128 Implement CHRMAP	Progress 0%	14,420	15,280	55,000	(72)%	220,000	220,000	220,000	-	
Total for Natural Environment		30,551	39,830	97,068		310,000	310,000	310,000	-	
Project Planning and Assets										
PR-4589 Survey and monitoring of Pelican Point Grand Canals	Progress 5%	6,850	-	14,000	(100)%	10,000	14,000	14,000	-	
Total for Project Planning and Assets		6,850	-	14,000		10,000	14,000	14,000	-	
Property Management and Maintenance										
PR-4268 Renewable Energy and Energy Efficient Projects	Progress 50%	94,515	13,798	70,000	(80)%	289,969	289,969	289,969	-	
PR-4673 Replace office furniture and equipment	Progress 80%	576	32,221	35,000	(8)%	25,000	50,000	50,000	-	

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Property Management and Maintenance									
PR-4935 Replace Christmas street decorations	Progress 10%	4,427	-	-	0 %	40,000	40,000	40,000	-
PR-5103 Install AFDRS signage	Progress 95%	756	14,571	20,000	(27)%	20,000	20,000	20,000	-
PR-5110 Replace CBD parking signs	Progress 70%	-	32,626	-	0 %	110,000	103,217	103,217	-
<i>Project Progress Comments:</i> Signage material procurement and signs fabrication done. Installation is underway.									
Total for Property Management and Maintenance		100,274	93,216	125,000		484,969	503,186	503,186	-
Sport and Recreation									
PR-3829 Support South West Academy of Sport (SWAS)	Progress 95%	-	10,000	11,000	(9)%	11,000	11,000	10,000	(1,000)
PR-4532 Renew South West Sports Centre (SWSC) furnishings and equipment	Progress 50%	39,974	25,877	15,000	73 %	77,000	77,000	77,000	-
<i>Project Progress Comments:</i> Pool Cleaner purchased, Basketball backboards ordered for installation, dish washer installed in cafe									
PR-4717 Deliver Department of Sport and Recreation "Every Club" funding program	Progress 25%	-	4,854	25,825	(81)%	51,668	42,367	44,872	2,505
<i>Project Progress Comments:</i> Some workshops delivered to sporting clubs with strategic planning workshops scheduled for delivery.									
PR-5086 Detailed Design Hay Park Indoor Courts	Progress 10%	6,200	6,400	15,000	(57)%	650,000	650,000	650,000	-
<i>Project Progress Comments:</i> Item due back in Council for November. Currently some scoping of concept plans carried out and site suitability works.									

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Sport and Recreation									
PR-5087 Prepare Sport & Recreation Facilities Plan	Progress 25%	-	-	25,000	(100)%	40,000	40,000	40,000	-
<i>Project Progress Comments:</i>									
<i>1st Phase of engagement completed with Sporting Clubs and Associations. RFQ to be issued for consultant to undertake needs and gap analysis and to write the Sport and recreation Facilities Plan</i>									
PR-5102 Physically Activating Our Community	Progress 5%	-	-	1,000	(100)%	10,000	10,000	10,000	-
<i>Project Progress Comments:</i>									
<i>Currently scoping which programs will be conducted and is not due to start until January 2024.</i>									
PR-5153 Support Carey Park Football Lights Program CSRFF application	Progress 25%	-	-	-	0 %	-	62,640	62,640	-
PR-5154 Support Colts Cricket Club CSRFF application	Progress 0%	-	-	57,808	(100)%	-	57,808	57,808	-
Total for Sport and Recreation		46,174	47,131	150,633		839,668	950,815	952,320	1,505
Strategy									
PR-4301 Undertake an annual community satisfaction and perception survey	Progress 5%	10,250	-	-	0 %	33,255	33,255	33,255	-
PR-5151 Optimisation Plan External Review of services	Progress 0%	-	-	-	0 %	-	40,000	-	(40,000)
Total for Strategy		10,250	-	-		33,255	73,255	33,255	(40,000)
Waste Services									
PR-5000 Better Bins Plus "Go FOGO" Kerbside Collection program	Progress 100%	-	76,165	73,010	4 %	73,010	73,010	76,165	3,155
<i>Project Progress Comments:</i>									
<i>Grant acquittal completed</i>									

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
Waste Services									
PR-5007 Increase E-Waste collections, enabling infrastructure and media campaign	Progress 100%	-	-	-	0 %	68,770	-	-	-
PR-5104 Site Assessment and Feasibility Study - McCombe Road	Progress 0%	-	-	-	0 %	50,000	50,000	50,000	-
<i>Project Progress Comments:</i>									
<i>Procurement to commence in March</i>									
Total for Waste Services		-	76,165	73,010		191,780	123,010	126,165	3,155
Wildlife Park									
PR-3294 Conduct Grandfamilies Fun Day	Progress 5%	3,162	-	-	0 %	14,750	14,750	14,750	-
<i>Project Progress Comments:</i>									
<i>In planning phase as event not until April 2024</i>									
Total for Wildlife Park		3,162	-	-		14,750	14,750	14,750	-
Operating Projects Expenditure Total		1,524,367	2,810,427	3,885,434	(28)%	6,624,878	8,314,878	8,262,631	(52,247)



MONTHLY COMMUNITY FINANCIAL REPORT

As at 31 January 2024

Highlighting how the City of Bunbury is tracking against financial ratios

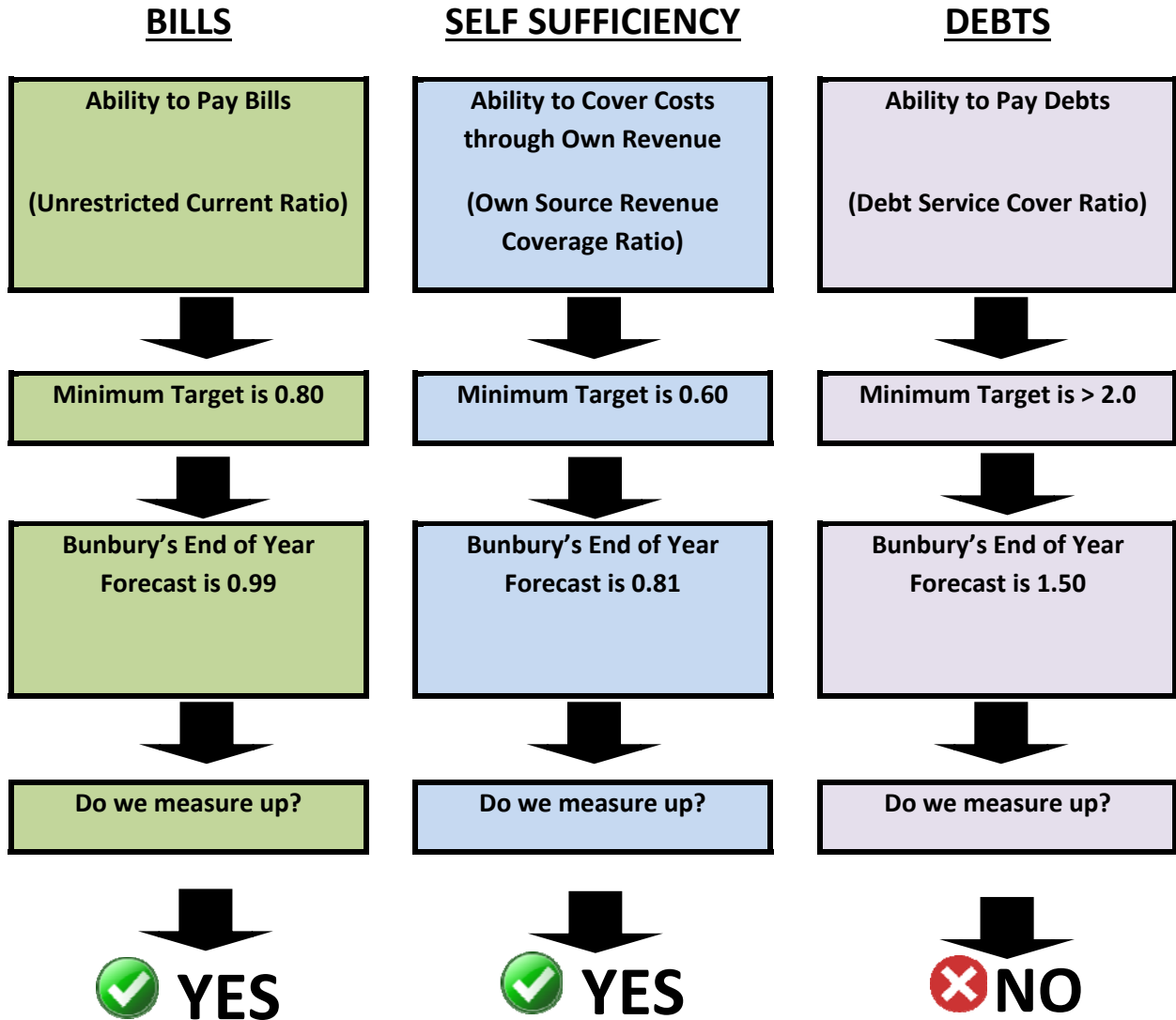


Financial Snapshot (Year to Date)	Actual (000's)
Operating Revenue	\$62,216
Operating Expenditure (Including Non-Cash Items)	\$43,656
Non-Cash Items	\$7,852
Capital Revenue	\$6,445
Capital Expenditure	\$11,652
Loan and Lease Repayments	\$1,353
Transfers (to)/from Restricted Cash	(\$131)
Unallocated Surplus Brought Forward 1 July 2023	\$4,900
Net Forecast Surplus Position at 30 June 2024	\$240

Did you know?

The City's budgets are monitored monthly and formally reviewed twice a year in October and February. This is to ensure that forecasts to 30 June are accurately reported to reflect the City's current budget and financial position at all times.

➤ Financial Health Indicators



➤ Cash in the Bank (at 31 January 2024)



➤ How are we tracking against our budgeted targets?

Operating Surplus Ratio

A measure of the City's ability to cover its operational costs including depreciation and have funds left over to cover capital expenditure (including principal loan repayments) without relying on debt or reserves.

Minimum Target is > 1

Bunbury's Performance is (0.15)

Do we meet the target?

 **NO**

The reason that the Operating Surplus Ratio does not meet the minimum target is that operating revenue doesn't exceed own source operating revenue. This is being addressed with the following actions:

1. All operating expenditure is subject to review with the aim to reduce costs.
2. A significant amount of operating expenditure is in depreciation (\$13.77M or 18% of total operating expenditure).
3. Operating revenue is also subject to review.

Asset Sustainability Ratio

Measures if the City is replacing or renewing existing non-financial assets at the same rate that its overall asset stock is wearing out.

Depreciation for 2023/24 is \$13.77M.

Capital expenditure (renewal and upgrade) for 2023/24 is \$29.39M.

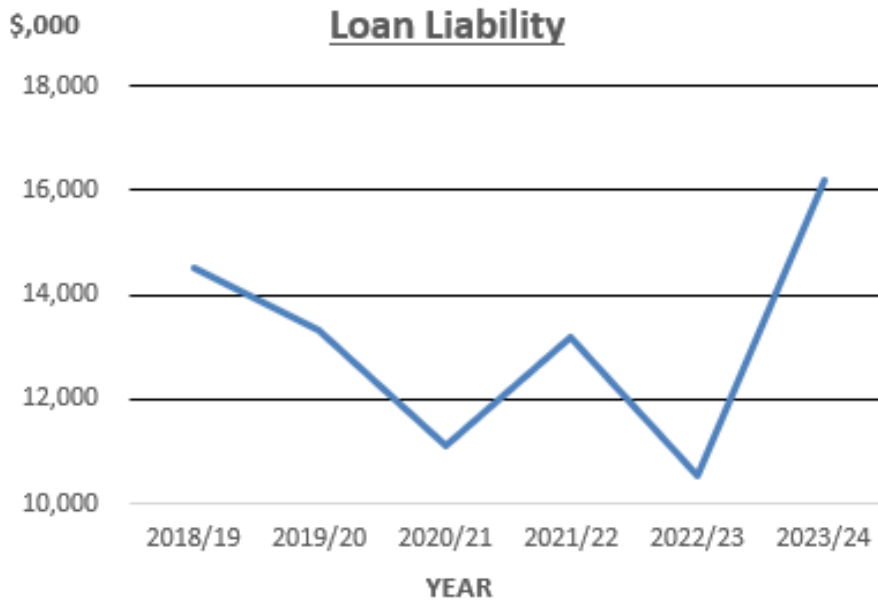
Minimum Target is > 0.90

Bunbury's Performance is 2.13

Do we meet the target?

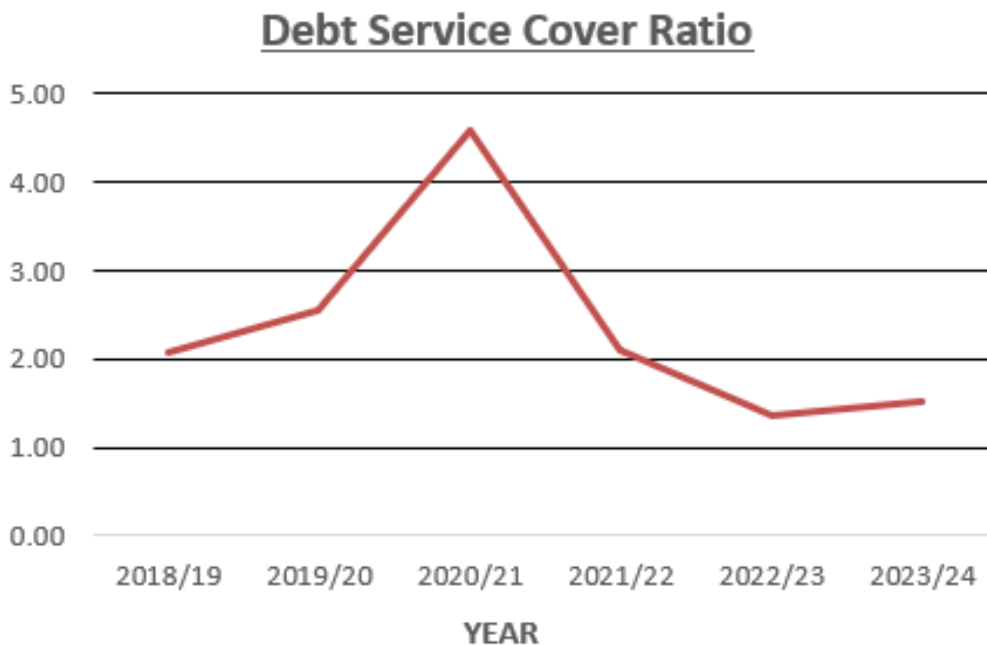
 **Yes**

➤ Debt Levels



The City requires \$8.18M in loan borrowings in 2023/24. As at 30 June 2024 the City's loan liability is forecast at \$16.17M. This includes the following loans:

- Hands Oval Upgrade - \$4.71M
- Forrest Park Pavilion - \$2.47M
- Road & Path Construction - \$1M



The Debt Service Cover Ratio measures the City's ability to service debt. The higher the ratio the stronger the position the City is in to repay annual principal and interest repayments.

Any feedback in this document is greatly appreciated and can be emailed to records@bunbury.wa.gov.au

10.3.4 Rate Exemption Application – 9 Ramsay Street, Bunbury

File Ref:	COB/1130
Applicant/Proponent:	Shining Hope WA Inc
Responsible Officer:	Leonie Barwick, Team Leader Corporate Revenue
Responsible Manager:	David Ransom, Finance Manager
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input checked="" type="checkbox"/> Legislative
Attachments:	Nil

Summary

An application for rate exemption has been received from Shining Hope WA Inc who currently lease 9 Ramsay Street, Bunbury, totalling \$2,446 per annum (23/24 rates) under Section 6.26 (g) of the *Local Government Act 1995* – land used exclusively for charitable purposes.

Executive Recommendation

That Council:

1. Grants a rate exemption to Shining Hope WA Inc under Section 6.26 (g) of the Local Government Act 1995 for 9 Ramsay Street, Bunbury effective from 1 July 2024.
2. Requests the CEO write to the Minister for Local Government advocating for a review of the rate exemption provisions within the *Local Government Act 1995* relating to not-for-profits.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.3	Effectively manage the City's resources

Regional Impact Statement

Accepting the rate exemption application from Shining Hope WA Inc will reduce the City's rate revenue but will not have a regional impact.

Background

Shining Hope WA Inc have advised they are a not-for-profit organisation and that the property is leased and used for offices. Shining Hope WA Inc is a not-for-profit organisation who supports the bereaved by suicide, and provides a safe space for members of the community during a mental health crisis.

Council Policy Compliance

Council does not have a policy for the exemption of rates as this is provided for under Section 6.26 of the *Local Government Act 1995*.

Legislative Compliance

The *Local Government Act 1995* – Section 6.26 (g) states:

6.26. Rateable land

- (1) *Except as provided in this section all land within a district is rateable land.*
- (2) *The following land is not rateable land -*
 - (g) *land used exclusively for charitable purposes.*

Officer Comments

Shining Hope WA Inc have provided the requested supporting documentation for their application and based on the internal assessment by officers, meets all criteria for a rate exemption. This assessment is based on the WALGA “Rate Exemptions Guidelines” which have been developed in consultation with the WA Rates Officer’s Association.

Should the application be declined, the organisation has the option to take this matter to the State Administrative Tribunal (SAT).

All rate exempt properties are reviewed on a 2 yearly basis. The City currently has 426 properties that are exempt which is a loss of rate income of \$1,548,527 per annum.

The City has made numerous representations to the Department of Local Government, Sport and Cultural Industries on the growth of the rate exemption applications and the impact this has on other ratepayers.

Analysis of Financial and Budget Implications

Approval of this exemption will result in a reduction of rates income of \$2,446 per annum.

As the proposed exemption is to be granted effective from 1 July 2024, this application, if approved will not have an effect on the forecast Closing Surplus Position to 30 June 2024.

Community Consultation

There is no requirement for community consultation on this application.

Councillor/Officer Consultation

Councillors were provided with a briefing on rate exemptions under the *Local Government Act 1995* on 10 September 2018.

Applicant Consultation

Not Applicable.

Timeline: Council Decision Implementation

The Applicant will be notified of Councils decision and that the exemption will apply from 1 July 2024.

Strategic Relevance

Pillar	Planet
Aspiration	A healthy and sustainable ecosystem
Outcome No 6	An aware and resilient community equipped to respond to natural disasters and emergencies.
Objective No 6.1	Minimise risks and impacts from fires, floods, heatwaves, and other natural disasters.

Regional Impact Statement

Fire and other emergencies are prevalent right across Western Australia, particularly the Southwest due to its high density of rural spaces and natural bushland. BFB's are necessary to minimise the impact of fire and other natural disasters within our community and the Greater Bunbury/Geographe regions.

Creation of a relative local law ensure the BFBs have the necessary guidance, and personal liability protection, to ensure continuity of service in addition to the health & wellbeing of all volunteers.

Background

At its ordinary meeting held on 26 September 2023, Council resolved to make the City of Bunbury Bush Fire Brigade Local Law 2023 (refer decision 201/23). The Local Law was gazetted on 24 October 2023 and came into operation on 6 November 2023.

As required by the *Local Government Act 1995*, the Committee has final veto of all local laws once enacted, and on this occasion has requested the City make some amendments to the Bush Fire Brigade Local law within 6 months as follows:

Breach of section 43(1) of the Bush Fires Act 1954

Committee term of reference 10.6(a) states:

In its consideration of an instrument, the Committee is to inquire whether the instrument -
(a) is within power

Section 3.7 of the *Local Government Act 1995* (Act) states:

Inconsistency with written laws

A local law made under this Act is inoperative to the extent that it is inconsistent with this Act or any other written law.

Section 43(1) of the *Bush Fires Act 1954* (Act) states:

Election and duties of officers of bush fire brigades

A local government which establishes a bush fire brigade shall by its local laws provide for the appointment or election of a captain, a first lieutenant, a second lieutenant, and such additional lieutenants as may be necessary as officers of the bush fire brigade, and prescribe their respective duties.

When an Act requires a local law to prescribe any matter, this means it must be set out in the local law. It must not be contained in another document that does not form part of the local law (in this case, the Bush Fire Brigade Operating Procedures (Procedures)).

Clause 2.4 states:

Duties of Appointed Members

The duties of all appointed members listed in clause 2.3(7)(c) are defined in the Bunbury Bush Fire Brigade Operating Procedures.

Clause 2.3(1)(c) lists the following:

- a Captain
- a First Lieutenant
- a Second Lieutenant
- additional Lieutenants if the local government considers it necessary
- an Equipment Officer
- a Secretary
- a Treasurer.
-

The local law does not, therefore, comply with section 43 of the Act. It does not prescribe the duties of the officers described, leaving this to the Procedures. This breaches term of reference 10.6(a).

Breach of section 62(1) of the Bush Fires Act 1954

Section 62(1) states:

Local government may make local laws

(1) A local government may make local laws in accordance with subdivision 2 of Division 2 of Part 3 of the Local Government Act 1995 for and in relation to-

(a) the appointment, employment, payment, dismissal and duties of bush fire control officers; and

(b) the organisation, establishment, maintenance and equipment with appliances and apparatus of bush fire brigades to be established and maintained by the local government; and

(c) any other matters affecting the exercise of any powers or authorities conferred and the performance of any duties imposed upon the local government by this Act.

By this provision, the Parliament intended that when a local government decides to establish a bush fire brigade, the matters in (a), (b) and (c) must be regulated by local law.

In the Committee's 16th report in the 40th Parliament, it stated:

In the Committee's view the regulatory scheme created by the Act contemplates that where a local government decides to regulate areas that are the subject matter of section 62(1) it is required do so by way of local law.

It also stated, in a letter to the City of Rockingham attached to that report:

There appears to have been a fundamental misunderstanding about what matters had to be dealt with by a bush fire brigades local law, and that misunderstanding has led to many matters being removed from the principal local law-matters which the Act contemplates will be regulated by local laws.

The misunderstanding appears to have arisen because of the word 'may' in section 62(1) of the Act (quoted above). As the word 'may' is permissive, the adviser has interpreted section 62(1) to mean that the City, if it wishes to regulate the matters listed in that section, does not need to regulate those matters by local law.

The word 'may' is prima facie permissive and gives the City a discretion as to whether it will make a local law regulating those matters. The power to make such local laws is permissive because local governments are not compelled to make bush fire brigade local laws. However, if a local government chooses to regulate bush fire brigade matters, it must do so by local law, not by another method.

This was endorsed and expanded upon more recently in the Committee's 4th report in this Parliament.

I note clause 2.5 states:

Appointment, Employment, Payment, Dismissal and Duties of Bush Fire Control Officers

The appointment, employment, payment, dismissal and duties of bush fire control officers is dealt with by the Act.

Section 62(1) requires that these matters are governed by the local law. I also note the introduction to the Procedures states:

The City of Bunbury (The City) may amend these procedures in consultation with the Chief Bush Fire Control Officer (CBFCO) from time to time to maintain contemporary standards.

Providing for the City to have the power to amend the Procedures, rather than the Council, amounts to an unauthorised sub-delegation of legislative making power. The *Bush Fires Act 1954* does not authorise this to occur when the local law intends for the Procedures to deal with matters required to be dealt with by a local law.

The local law is inconsistent with and not authorised by the *Bush Fires Act 1954*. Subsidiary legislation, including local laws, must not be inconsistent with the provisions of the written law under which it is made (section 43(1) of the *Interpretation Act 1984*)).

A bush fire brigades local law can achieve consistency with the Act by either regulating the matters in the body of the local law or in the Procedures, as long as the Procedures form part of the local law.

The undertakings should be given in the form of a letter signed by you as Mayor, not the Chief Executive Officer or other officer of the City of Bunbury. This is because, pursuant to section 2.8(1)(d) of the Local Government Act 1995, the 'Mayor or President speaks on behalf of the local government' to the Parliament of Western Australia

Council Policy Compliance

N/A

Legislative Compliance

Section 3.12 of the *Local Government Act 1995* outlines the local law process.

Officer Comments

The undertakings requested by the Committee are effectively non-negotiable, and the City's failure to implement these changes within 6 months may result in the disallowance of the Local Law.

The drafting errors will be amended via the implementation of an amendment local law.

Analysis of Financial and Budget Implications

There are no financial or budget implications arising from the recommendations within this report. Any future amendment local law as a result of these undertakings can be accommodated within the 2023/24 budget.

Community Consultation

Nil

Councillor/Officer Consultation

Nil

Timeline: Council Decision Implementation

Pending Council endorsement of the Executive Recommendation, an amendment local law will be presented to Council by the 14 May 2024 Ordinary Council Meeting.

10.3.6 Annual Meeting of Electors Motion: Nuytsia Floribunda

File Ref:	COB/3605
Applicant/Proponent:	City of Bunbury Electors'
Responsible Officer:	Renae Randall, Team Leader Marketing and Communications
Responsible Manager:	Jordan Hunt, Acting Manager Strategy, Projects and Communications
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Information Purposes <input type="checkbox"/> Legislative
Attachments:	Nil

Summary

This report outlines key considerations related to potential endorsement of Nuytsia Floribunda as floral emblem for the City of Bunbury. The report highlights several reputational and financial risks to the City should this emblem be endorsed and recommends that the Nuytsia Floribunda is not endorsed as floral emblem.

Executive Recommendation

That Council:

1. Note the Electors Motion for the Nuytsia Floribunda to be endorsed as the City 's floral emblem.
2. Not support the endorsement of a floral emblem at this time.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Prosperity
Aspiration	A unique and desirable destination within the South West Region
Outcome	NA
Objective	NA

Regional Impact Statement

N/A

Background

On 30 January 2024 the following motion was passed by the City's electors at the Annual General Meeting of Electors':

"That Council investigate and endorse the Nuytsia Floribunda as the City's Floral Emblem."

Section 5.33 of the *Local Government Act 1995* requires all decisions made at an electors' meeting be presented to Council as soon as practicable following the motion being passed. This report fulfils the City's obligation in this regard.

This also follows previous correspondence with the elector (June 2023) from the CEO clarifying that the City does not have known record of *Nuytsia Floribunda* being the existing floral emblem of the City.

The *Nuytsia Floribunda* is a Western Australian native that produces yellow/orange flowers at Christmas time, resulting in its common name, 'Western Australian Christmas Tree'.

Nuytsia Floribunda grows in sandy soils and is present across the Southwest, although it has a range extending from Kalbarri to Esperance. The species is the largest parasitic plant in the world; it can attach to the roots of other plants and feed off their sap as well as sustaining itself through photosynthesis. It is a member of the mistletoe family.

1. Operational Considerations

1.1 Adoption of *Nuytsia Floribunda* as Floral Emblem accessible on community website

Should *Nuytsia Floribunda* be endorsed by Council as floral emblem, this would need to be made accessible to the community through the City of Bunbury website. This will have a financial implication for the City of approximately \$2000 (development of floral graphics).

However, the *Nuytsia Floribunda* emblem is not consistent with the City's existing logo and style guide. This means that practical application beyond the inclusion on the City's website would be limited. Should a decision be made to endorse *Nuytsia Floribunda*, the City holds risk of this floral emblem having limited perceived relevance.

1.2 Use of *Nuytsia Floribunda* as additional pictorial on City collateral

Whilst it is possible to use a floral emblem as well as the City's current logo on existing City collateral (such as letterheads) this does present very strong risk of brand confusion, potentially reducing the impact of City marketing and message. This holds further potential ongoing financial risks for the City.

1.3 Inclusion of *Nuytsia Floribunda* *within* existing City logo/branding

Should a floral emblem be included within the existing City of Bunbury logo, this will require full brand redevelopment.

Full brand redevelopment has financial implications to the City in excess of \$60 000 *excluding* cost incurred for re-printing/development of associated City products (i.e. stationary, uniforms, badges, branded community and corporate images). These costs are unbudgeted and will be substantial.

2. Strategic Considerations

2.1 Reputational Risks

2.1.1 Community Perception of characteristics of *Nuytsia Floribunda*

Nuytsia Floribunda, whilst a native Australian plant, is also a parasitic plant whose roots can travel up to 110 metres in search of nutrients obtained from the roots of other plants.

The City notes that adopting this plant as emblem does carry reputational risk occurring from negative community/media perception of this adaptive strategy, should observers make correlations between the behaviour of the endorsed floral emblem and the City's behaviour.

2.1.2 Community Perception that Nuytsia Floribunda is not uniquely Bunbury and does not align with current City strategic direction/priorities.

Whilst Nuytsia Floribunda is prevalent across the City of Bunbury, this native does grow throughout the South-West (and more broadly across Western Australia). Adopting this species as emblem holds risk of the City being perceived as not representing the uniqueness of Bunbury through branding.

This also creates potential misalignment with the City's existing Strategic Community Plan (SCP) Outcome 12, 'Promoting a 'unique and desirable destination within the Southwest'. In this, there is further risk of perception that a floral emblem lacks benefit and purpose for the City, as this does not align with key priorities identified by the community through the SCP.

2.1.3. Cultural Sensitivity and Community Demand for a Floral Emblem

The selection of Nuytsia Floribunda as a floral emblem holds risk around cultural sensitivity, particularly with Indigenous communities.

Nuytsia Floribunda is a significant species in Western Australian Aboriginal culture. Consequently, its adoption as a floral emblem may not align with the cultural significance and perspectives.

It is essential to consider diverse cultural perspectives and engage with Indigenous communities in the decision-making process regarding floral emblems, and this consultation has not taken place.

More broadly, there has been no community consultation around a floral emblem for the City, and should one be required, which species should be selected.

The City has no known records of community demand for a floral emblem beyond those related to this motion, and does not recommend prioritising resources towards this engagement process given outlined strategic risks.

Given the above, it is requested that Council does not endorse Nuytsia Floribunda as the City's floral emblem.

Council Policy Compliance

N/A

Legislative Compliance

N/A

Officer Comments

That Council do not endorse Nuytsia Floribunda as the City's floral emblem.

Analysis of Financial and Budget Implications

\$2000 for digital floral graphic.

Estimated \$50,000 - \$100,000 should rebranding be required, plus implementation expenses.

Community Consultation

N/A

Councillor/Officer Consultation

N/A

Applicant Consultation

N/A

10.3.7 Annual Meeting of Electors Motion: Bunbury Herald Use of Plastic Wrapping Bags

File Ref:	COB/6305
Applicant/Proponent:	City of Bunbury Electors
Responsible Officer:	Maureen Keegan Senior Governance Officer
Responsible Manager:	Greg Golinski, Manager Governance
Executive:	Karin Strachan, Director Strategy and Organisational Performance
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input type="checkbox"/> Legislative
Attachments:	Nil

Summary

At the Annual General Meeting of Electors held 30 January 2024 a motion was carried as follows:

That Council contact the Bunbury Herald suggesting not to use plastic bags during non-winter seasons and use an alternative such as rubber bands.

Section 5.33 of the *Local Government Act 1995* requires all decisions made at an electors' meeting be presented to Council as soon as practicable following the motion being passed. This report fulfils the City's obligation in this regard.

Executive Recommendation

That Council

1. Note the Electors Motion for the Council to contact the Bunbury Herald suggesting not to use plastic bags during winter and use an alternative such as rubber bands.
2. Request the CEO to write to all newspapers who undertake newspaper drops in the Bunbury area requesting that alternate methods of wrapping newspapers be considered during the lower rainfall seasons, to reduce the plastic bag waste being generated.
3. Request the CEO write to Keep Australia Beautiful and the Western Australian Minister for Environment advocating for a reduction in plastic packaging for newspapers.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Planet
Aspiration	A healthy and sustainable ecosystem
Outcome 5	A natural environment that is cared for and preserved
Objective 5.3	Develop a sustainable, low waste, circular economy

Regional Impact Statement

There would be a reduction in waste pollution in waterways and bushland.

Background

As part of Mr Lloyd’s motion, he discussed the environmental and visual amenity implications of the plastic coverings used on the newspapers delivered to households and businesses in Bunbury.

The coverings, which tend to litter the City, are not biodegradable and clog drains and waterways in the City also causing danger to native wildlife that inhabit bushland, parks and waterways. Plastic wrapped newspapers also cause contamination in recycling and Food Organics and Garden Organics bins when residents fail to separate the plastic bag prior to disposal.

Council Policy Compliance

No applicable

Legislative Compliance

No applicable

Officer Comments

The electors’ motion aligns with the City’s Sustainability and Environmental Strategy 2023-28 commitments:

Circular economy and waste objectives

- Avoid and reduce community and local business waste generation.
- Encourage and support litter prevention and clean up initiatives.
- Increase resource recovery and reduce contamination within waste streams.

Circular economy and waste community target

- Reduce overall number of littering complaints (from the 2020/21 baseline) by 15% by 2028.

Greening and biodiversity objectives

- Protect, promote and facilitate the enhancement of Bunbury’s urban forest and biodiversity.

Analysis of Financial and Budget Implications

Not applicable

Community Consultation

Not applicable

Councillor/Officer Consultation

Not applicable

Applicant Consultation

Not applicable

Timeline: Council Decision Implementation

Correspondence will be sent as soon as practicable pending Council's endorsement of the executive recommendation.

10.3.8 Annual Meeting of Electors Motion – Specified Area Rate Pelican Point Grand Canals

File Ref:	COB/1527
Applicant/Proponent:	Annual Electors Meeting
Responsible Officer:	David Ransom, Manager Finance
Responsible Manager:	David Ransom, Manager Finance
Executive:	Karin Strachan, Director Corporate and Communities
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input type="checkbox"/> Legislative
Attachments:	Appendix 10.3.8 A Pelican Point Grand Canals Specified Area Map Appendix 10.3.8 B Pelican Point Grand Canals “Canal Lot” Area map

Summary

At the Annual Meeting of Electors held 30 January 2024 a motion was carried:

That Council request the CEO:

- *To have relevant Officers complete a comprehensive review of the Specified Area Rate, Pelican Point Grand Canals according to Section 6.37 of the Local Government Act.*
- *That Section 6.37 (1) be applied fairly to ratepayers or residents of non-Canal Frontage Lots within the area, and that they be subsequently removed from any financial obligation in the specified area, as from the financial year 2024/25.*
- *That ratepayers or residents of Canal Frontage Lots, who are or will be, the direct beneficiaries and users of the canal waterways facility, bear the contribution costs for their on-going dredging, clearing and maintenance as from the financial year 2024/25.*

Executive Recommendation

That Council:

1. Note the Electors’ Motion for a review of the Specified Area Rate, Pelican Point Canals.
2. Review the Specified Area Rate, Pelican Point Grand Canals as part of the 2024/25 Rates workshops, and the 2024/25 Annual Budget.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Performance
Aspiration	Leading with purpose and robust governance
Outcome 13	A leading local government
Objective 13.1	Provide strong, accountable leadership and governance
Objective 13.3	Effectively manage the City’s resources
Pillar	Place
Aspiration	An integrated, vibrant and well planned City
Outcome 8	A place with attractive and welcoming community spaces where people want to live
Objective 8.4	Revitalise the coastline, foreshores, parks and playgrounds

Objective 8.5 Improve marine infrastructure and facilities

Regional Impact Statement

The recommendation will not have a direct impact on the Bunbury Geographe Region, however the Pelican Point canals may be used by communities and individuals outside of Bunbury.

Background

The Specified Area Rate - Grand Canals Waterways was first introduced in the 1998/1999 Annual Budget “A rate in the dollar of 0.80¢ on the gross rental valuation for all properties within the Grand Canals Pelican Points was raised solely for the provision of maintaining the waterways of the development”.

The purpose of the rate is to raise funds over a given period of time to allow for the periodic dredging, clearing and maintenance of the canal waterways. The rate is considered by Council each year to determine that the specific works will benefit the ratepayers within the Pelican Point Grand Canals area. The rate set is heavily dependent on the amount of sand build-up and what the anticipated costs and frequency of dredging will be. Previously it has been anticipated that waterway maintenance requirements for dredging will be approximately \$600,000 every 5-7 years.

Refer to Appendix 10.3.8 A Pelican Point Grand Canals Specified Area Map for reference.

Council Policy Compliance

Not applicable.

Legislative Compliance

Section 6.37(1) of the Local Government Act states the following:

Specified area rates

- 1) A local government may impose a specified area rate on rateable land within a portion of its district for the purpose of meeting the cost of the provision by it of a specific work, service or facility if the local government considers that the ratepayers or residents within that area —
 - (a) have benefited or will benefit from;
 - (b) have access to or will have access to; or
 - (c) have contributed or will contribute to the need for,that work, service or facility.

Officer Comments

Currently the City applies the SAR to all properties within the Specified Area as it has been assessed that the rateable properties meet the specific requirements under the act of benefit, access and/or need to contribute to the work, service or facility.

The purpose of the rate is to raise funds to allow for the periodic dredging, clearing and maintenance of the canal waterways. There is a total of 169 properties that are located in the area, 98 canal lots and 71 non-canal lots.

Officers have completed some further investigations into how other Local Governments apply their SAR for properties located with a canal development, examples from other Local Governments:

City of Mandurah:

- Port Bouvard Northport Canals - Levied on all canal frontages on the Northport canals. Note: No Dredging required in this area.
- Port Mandurah Canals - Levied on all canal frontage properties located within the defined area of Port Mandurah Canals. Dredging is required in this area.
- Waterside Canals - Levied on all canal frontage properties located within the defined area. Dredging is required in this area.

City of Busselton:

- Port Geographe – Levied on all properties within the area – for the purpose of dredging canals, general upkeep of canals and maintaining parks and gardens to a higher standard.

Based on investigations, there are several ways in which the SAR could be applied:

- All properties are treated the same, paying the same rate in the dollar.
- Only canal lots attract the SAR.
- Both canal and non-canal lots attract the rate which is weighted based on direct benefit.

Based on the average GRV's in the Pelican Point area it is noted that the canal lots do have a higher valuation which sees them contribute more to General Rates and the SAR.

Property	Average GRV	Average General Rates	Average SAR
Canal Lot	\$25,432	\$2,729	\$368
Non-Canal Lot	\$22,754	\$2,449	\$329

Since setting the 2023/24 Annual Budget, Officers have received a revised price estimate of \$900K-\$1M for dredging the canal, with the timeframe for the works planned in the next 2 years. It is anticipated based on these revised costs that we will need to increase the SAR more than the General Rate increase to ensure that the reserve balance has adequate funds. There is \$714,655 forecast balance in the Council Management Reserve at 30 June 2024.

Analysis of Financial and Budget Implications

There is no financial or budget implication for the 2023/24 financial year.

Community Consultation

There is no requirement for community consultation under the Act.

Councillor/Officer Consultation

The following Council officers were consulted in relation to this report:

- CEO
- Director Strategy & Organisational Performance
- Director Infrastructure
- Acting Manager Finance
- Manager Projects and Asset Management
- Team Leader Corporate Revenue

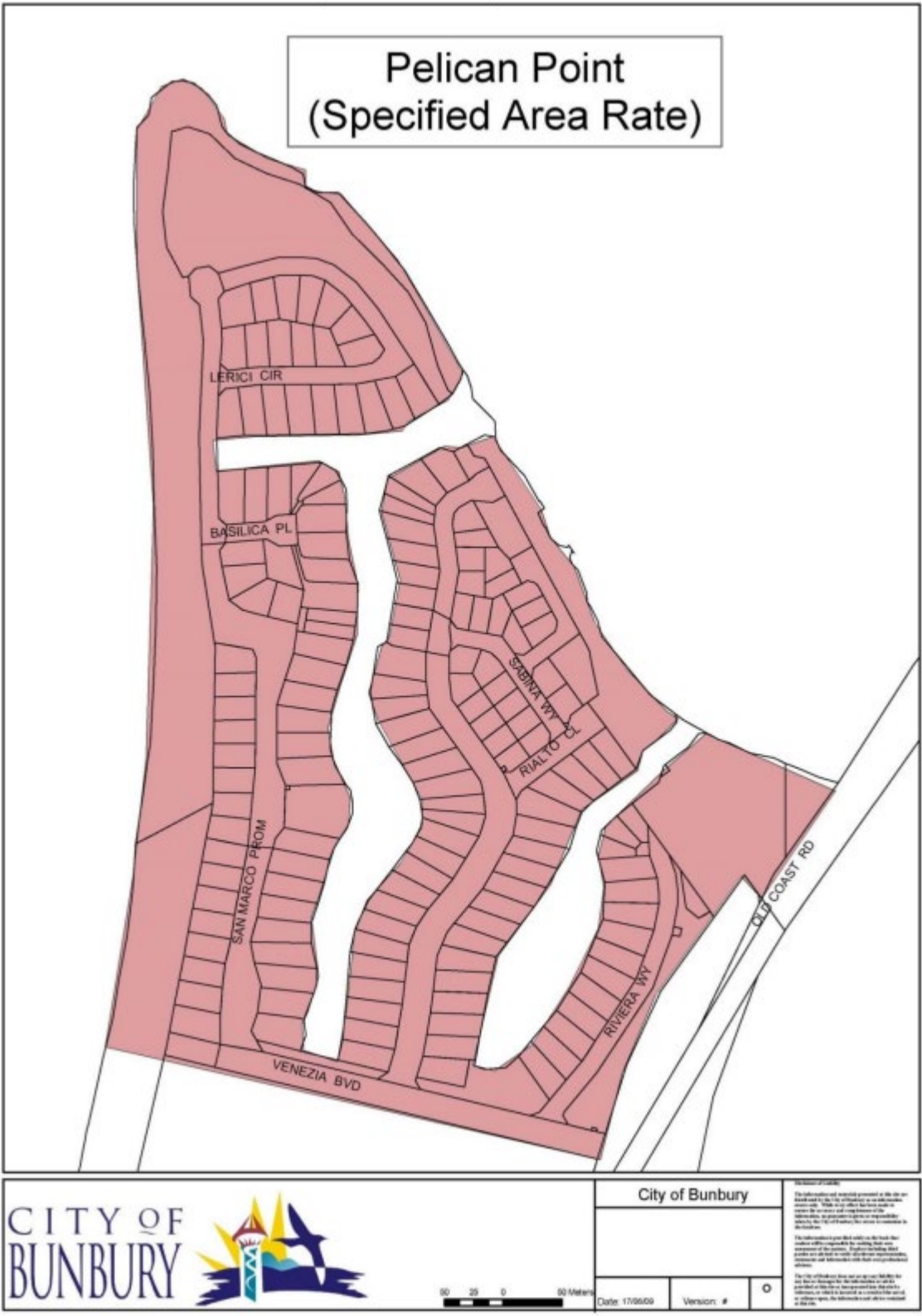
Councillor workshops to discuss Rates for 2024/25 are scheduled for April 2024, with Council to adopt the Municipal Rate in the dollar on gross rental valuations for the 2024/25 financial year in July 2024.

Applicant Consultation

Not applicable

Timeline: Council Decision Implementation

If endorsed, the recommendations would be enacted within the timelines of the annual budget process.



Appendix 10.3.8 B



10.4 Director Sustainable Communities

10.4.1 Department of Local Government, Sport and Cultural Industries Club Night Light Program – Bunbury Central Croquet Club – March 2024

File Ref:	COB/3023
Applicant/Proponent:	Bunbury Central Croquet Club
Responsible Officer:	Gary Thompson, Acting Manager Community Facilities
Responsible Manager:	Gary Thompson, Acting Manager Community Facilities
Executive:	Dave Russell, Acting Director Sustainable Communities
Authority/Discretion	<input checked="" type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input type="checkbox"/> Legislative
Attachments:	Appendix 10.4.1-A: Lighting Plan

Summary

The Bunbury Central Croquet Club (Club) are seeking the City’s support to enable a Club Nights Light Program small grants application for the March 2024 round of funding submissions. This is for works to be carried out in the 2024/2025 financial year. The application is for upgrading the four (4) existing corner light pole lights to LED at their ground and to provide LUX levels that meet the Australian Standard required for playing croquet at night.

Executive Recommendation

That Council:

1. Support the Bunbury Central Croquet Club Night Light grant application.
2. Support the allocation of \$3,446 excluding GST (one third of the funding) from the 2024/2025 budget subject to the grant application being successful through the Department of Local Government, Sport and Cultural Industries (DLGSCI).

Voting Requirement: Simple Majority

Strategic Relevance

Pillar People
 Aspiration A safe, health and connected community
 Outcome 3 A healthy and active community
 Objective 2 Encourage participation in sport, recreation and leisure activities.

Pillar Place
 Aspiration An integrated, vibrant and well planned City
 Outcome 8 A place with attractive and welcoming community spaces, where people want to live.
 Objective 2 Maintain quality community buildings, halls and toilets.

Regional Impact Statement

The Bunbury Central Croquet Club operate both club competitions for both local Bunbury residents but also open up the opportunity to other Southwest residents to participate in croquet at their

grounds. The Club also has plans to provide 'corporate' croquet sessions to Southwest organisations.

Background

The Department of Local Government, Sport and Cultural Industries (DLGSCI) administer the Club Night Lights Program (CNLP) funding for small, annual and forward planning grants. The CNLP grant focuses on assisting to replenish older lighting infrastructure and technology that has reached end of life with focus on assisting clubs to increase participation levels. This funding includes small grant round for projects that are under \$500,000. Applications for small grant round are to be submitted to the DLGSCI Southwest Regional Office by 28 March 2024.

The CNLP grants program application is currently being prepared in conjunction with the Bunbury Central Croquet Club in preparation for submission prior to 28 March 2024 pending Council approval.

The CNLP operates on a reimbursement system with grants paid to the grantee only. The maximum grant approved by the State Government will be no greater than one-third of the total estimated cost of the applicant's project and must be matched by the applicant's and/or local governments own cash or in-kind contribution.

It is a requirement that the applicant first discuss their proposal with the DLGSCI Regional Manager to enable the receipt of the formal CNLP application. This process includes the DLGSC assistance to support the application meeting the required application criteria.

The DLGSCI requires the Council to provide its support for any project to be considered in the application process.

The Bunbury Central Croquet Club wish to upgrade their four (4) existing corner light poles to LED to provide Lux Levels that meet the Australian Standards required for playing croquet at night.

Council Policy Compliance

There are no Council policies applicable to Club Lights Program application.

Legislative Compliance

Not applicable.

Officer Comments

The Bunbury Central Croquet Club have advised the City of Bunbury of their intention to submit a CNLP minor grant application in the March 2024 round of funding to upgrade their existing four (4) light towers to LED lights to provide LUX Levels that meet the Australian Standard for playing croquet at night.

The request is due to the existing lights not meeting the requirement for playing croquet at night with a high number of club members not being able to play in the late afternoon and evening during the winter months as they are visibly impacted due to the poor LUX Level of the existing lights. Croquet courts require a minimum of 100 Lux as per the AS2560.8.1994. Although this is a minimum, it does mean that players cannot discern the colour of the balls or scoring clips if they are any distance away.

The club also has aspirations of providing ‘corporate evening’ croquet in the future which will assist them with not only increasing their membership numbers (which at present are between 30 to 40 members) but also their revenue streams as at present with the current condition of the light towers, they are unable to provide ‘corporate’ croquet.

The total cost of this project is \$10,338 excluding GST to be expended in the 2024/2025 financial year and the Bunbury Central Croquet Club will be supported by the City to submit an application by the closing date of 29 March 2024.

The Executive Recommendation seeks approval to firstly support the Club CNLP application as well as supporting one-third funding contribution of \$3,446 ex GST for the 2024/2025 financial year. This is subject to the Club being successful in obtaining funding from DLGSCI with announcements expected to be made in May/June 2024. Currently the funding is not contained within the 2024/2025 budget/long term financial plan. The Club will provide a contribution of one-third funding to contribute towards the project.

A quotation received on 19 February 2024 provided a total cost of \$10,338 excluding GST.

Analysis of Financial and Budget Implications

The funding request from the Bunbury Central Croquet Club is not included in the current long term financial plan and has been submitted for Council consideration in the 2024/2025 budget. The proposed funding sources is as follows:

DLGSCI	\$3,446
City of Bunbury	\$3,446
Bunbury Central Croquet Club	<u>\$3,446</u>
TOTAL	<u>\$10,338</u> excluding GST

Community Consultation

Nil

Councillor/Officer Consultation

The Acting Director Sustainable Communities, Acting Manager Community Facilities, and the Acting Recreation Development Officer were consulted as part of this process.

Applicant Consultation

The Bunbury Central Croquet Club have liaised with the City and the Department of Local Government, Sport and Cultural Industries in this application process.

Timeline: Council Decision Implementation

If approved by Council, the application will be submitted to the Club Night Lights Program small grants funding round prior to the 28 March 2024 closing date.

Hoop_4
78

Hoop_1
303

Hoop_5
173

COURT 2

215

Hoop_6
230

Hoop_3
83

Hoop_2
565

Hoop_4
487

Hoop_1
60

Hoop_5 180

COURT 1

200

CLUBROOMS



Hoop_6
187

Hoop_3
447

Hoop_2
58

29

33

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38

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77

34

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Site Location Photos – Bunbury Central Croquet



10.4.2 Department of Local Government, Sport and Cultural Industries Community Sport and Recreation Facilities Fund (CSRFF) Program – Bunbury Motorcycle Club – March 2024

File Ref:	COB/3023
Applicant/Proponent:	Bunbury Motorcycle Club
Responsible Officer:	Gary Thompson, Acting Manager Community Facilities
Responsible Manager:	Gary Thompson, Acting Manager Community Facilities
Executive:	Dave Russell, Acting Director Sustainable Communities
Authority/Discretion	<input checked="" type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input type="checkbox"/> Legislative
Attachments:	Nil

Summary

The Bunbury Motorcycle Club are seeking the City’s support to enable a Community Sporting and Recreation Facilities Fund (CSRFF) small grants application for the March 2024 round of funding submissions. This is for works to be carried out in the 2024/2025 financial year. The application is for upgrading their existing toilet blocks to provide a new ablution block to the rear of the field, to cater for all members and spectators.

Executive Recommendation

That Council:

1. Support the Bunbury Motorcycle Club Community Sport and Recreation Facility Fund (CSRFF) Small Grant application.
2. Support the allocation of \$44,500 excluding GST from the 2024/2025 budget subject to the grant application being successful through the Department of Local Government, Sport and Cultural Industries (DLGSCI).

Voting Requirement: Simple Majority

Strategic Relevance

Pillar People
 Aspiration A safe, health and connected community
 Outcome 3 A healthy and active community
 Objective 2 Encourage participation in sport, recreation and leisure activities.

Pillar Place
 Aspiration An integrated, vibrant and well planned City
 Outcome 8 A place with attractive and welcoming community spaces, where people want to live.
 Objective 2 Maintain quality community buildings, halls and toilets.

Regional Impact Statement

The Bunbury Motorcycle Club operate competitions for both juniors and seniors with the club having members from all over Bunbury and the South West. The club also regularly hosts events of both State and National level that attracts a high attendance of participants and spectators from all across Australia.

Background

The Department of Local Government, Sport and Cultural Industries (DLGSCI) administer the CSRFF grants for small, annual and forward planning grants. This category of grant focuses on providing financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation. The program aims to increase participation in sport and recreation, with an emphasis on physical activity, through rational development of sustainable, good quality, well-designed and well utilised facilities. The funding includes a small grant round for project that are under \$500,000. Applications for the small grant round are to be submitted to the DLGSCI Southwest Regional Office by 28 March 2024. Successful applications are expected to be advised by May/June 2024.

The Bunbury Motorcycle Club CSRFF grant application is currently being prepared in conjunction with the Bunbury Motorcycle Club in preparation for submission prior to 28 March 2024 pending Council approval.

The CSRFF program operates on a reimbursement system with grants paid to the grantee only. The maximum grant approved by the State Government will be no greater than one-third of the total estimated cost of the applicant's project and must be matched by the applicant's and/or local governments own cash or in-kind contribution.

It is a requirement that the applicant first discuss their proposal with the DLGSCI Regional Manager to enable the receipt of the formal CSRFF application. This process includes the DLGSCI assistance to support the application meeting the required application criteria.

The DLGSCI requires Council to provide its support for any project to be considered in the application process.

The Bunbury Motorcycle Club requests support for upgrading their existing ablution block to a modern fit for purpose ablution block that meets the needs and requirements of all members and in particular female members and visitors as the existing ablution block has not only reached its end-of-life usage but it also does not meet current day standards.

Council Policy Compliance

There are no Council policies applicable to CSRFF Program applications.

Legislative Compliance

Not applicable.

Officer Comments

The Bunbury Motorcycle Club have advised the City of Bunbury of their intention to submit a CSRFF small grant application in the March 2024 round of funding to upgrade their existing ablution block to be able to meet the needs and requirements of all their members and spectators, specifically in relation to meeting the needs and requirements of female members and spectator as the existing ablution block are not female friendly.

The Bunbury Motorcycle Club cater for a variety of junior and senior members (current membership numbers are 200) and offer ride/race events on a regular basis throughout the year on a safe track that caters for bikes ranging from 50cc up to 450cc. The existing ablution block are outdated and with a continual growing membership base at the club, the toilet block is not meeting the needs of the clubs' general members and spectators.

The Bunbury Motorcycle Club regularly host State and National events at their track which attract a high number of participants and spectators from across Australia. The club have also recently been awarded the National Junior MotoX event in September 2024. The proposed upgrade in ablution blocks will allow for a new ablution block to run off septics and include a water tank and pressure pump to supply water to the ablution block with the incorporation of water wised functions with a keen focus on the facilities catering for a wide demographic of members and visitors.

The total cost of this project is \$133,681 excluding GST to be expended in the 2024/2025 financial year and the Bunbury Motorcycle Club will be supported by the City to submit an application by the closing date of 29 March 2024. The Bunbury Motorcycle Club are not contributing one third of the total cost of the project due to the club budgeting other club funds to be allocated to host the National Junior Motox event in September 2024 which will be of great benefit to not only the club but also to the Bunbury region with participants and spectators attending from across Australia.

The Executive Recommendation seeks approval to firstly support the Club CSRFF small grant application as well as supporting one-third funding contribution of \$44,500 ex GST for the 2024/2025 financial year. This is subject to the Club being successful in obtaining funding from DLGSCI with announcements expected to be made in May/June 2024. Currently the funding for this grant application has been submitted for Council consideration in the 2024/2025 budget through the Strategic Facility Plan (SFP) process. The Club will provide financial contribution towards the project.

Analysis of Financial and Budget Implications

The funding request from the Bunbury Motorcycle Club has been submitted for Council consideration in the 2024/2025 budget through the Strategic Facility Plan (SFP) process. The proposed funding sources is as follows:

DLGSCI	\$54,181
City of Bunbury	\$44,500
Bunbury Motorcycle Club	<u>\$35,000</u>
TOTAL	<u>\$133,681</u>

Community Consultation

Nil

Councillor/Officer Consultation

The Acting Director Sustainable Communities and the Acting Manager Community Facilities were consulted as part of this process.

Applicant Consultation

The Bunbury Motorcycle Club have liaised with the City and the Department of Local Government, Sport and Cultural Industries in this application process.

Timeline: Council Decision Implementation

If approved by Council, the application will be submitted to the CSRFF small grants funding round prior to 28 March 2024 closing date.

10.4.3 Annual Meeting of Electors Motion – Setting Aside Land for Governor Stirling Memorial

File Ref:	COB/517
Applicant/Proponent:	Internal
Responsible Officer:	Lacey Brown, Strategic Planning Officer (Heritage)
Responsible Manager:	Barbara Macaulay, Manager Planning and Building
Executive:	David Russell, Acting Director Sustainable Communities
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input type="checkbox"/> Legislative
Attachments:	Nil

Summary

At the Annual General Meeting of Electors held 30 January 2024 a motion was carried requesting Council consider setting aside an area at the western end of Frank Buswell Foreshore for a memorial where, among other things, Governor Stirling’s contribution to Bunbury and the Region can be explained:

“The Council consider setting aside an area at the western end of Frank Buswell Foreshore for a memorial where, among other things, Governor Stirling’s contribution to Bunbury and the Region can be explained.”

Executive Recommendation

That Council:

1. Note the Electors’ Motion for the setting aside of land for a Governor Stirling Memorial.
2. Not endorse the setting aside of land for further memorials to Governor Stirling.
3. Note that the significance of the Bunbury Townsite Peg No.1 is currently identified by a plaque and that no further acknowledgements have been planned or budgeted at this stage but may be included in future Bunbury Heritage Trail reviews, subject to engagement with the community.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	People
Aspiration	A safe, healthy and connected community
Outcome 2	A growing hub of culture and creativity
Objective 2.1	Grow participation in arts, culture and community events
Pillar	Place
Aspiration	An integrated, vibrant and well planned City
Outcome 8	A place with attractive and welcoming community spaces, where people want to live
Objective 8.4	Revitalise the coastline, foreshores, parks and playgrounds

Regional Impact Statement

This would not have a regional impact.

Background

Mr Bischoff asked at Annual Meeting of Electors if:

“Has the City Council, in relation to the planned development at the Buswell Foreshore, taken account of the outstanding historic significance and subsequent opportunities of the area at the western end of the Foreshore, where a cairn and plaque commemorate Stirling’s pegging of his selection, granted to him as Leschenault Loc. 26 in 1841, the pegging which from all evidence lead to the beginning of Bunbury and the opening up of the region in March 1830?”

At the meeting, the Mayor outlined that the current works at Frank Buswell Foreshore were on the eastern half of the foreshore and included the replacement of the seawall and footpath, and the replacement of playground equipment at a location to be determined following community consultation. It was noted that there were no proposed works where the cairn and plaque are located. No further acknowledgements have been planned or budgeted at this stage but may be included in future Bunbury Heritage Trail and subject to engagement with the community.

Council Policy Compliance

There is currently no Council Policy applicable.

Legislative Compliance

Not applicable.

Officer Comments

As detailed in ‘Bunbury Heritage Trail: A Commonwealth/State Bicentennial Project (1988)’, Stirling, being Governor, had first choice of 100,000 acres (40,500 hectares) of private estates in the new colony. The boundaries of his Leschenault Loc.26 (3,940 acres) as based on the field books of Bunbury’s principal town surveyor, Henry M Ommanney, suggest that the first survey peg for the Bunbury townsite was next to Meredith Creek in line with the northern boundary of Stirling’s grant. This is commemorated by the current cairn and plaque at the Frank Buswell Foreshore. No further acknowledgements have been planned or budgeted at this stage but may be included in future Bunbury Heritage Trail and subject to engagement with the community.

In addition to the plaque already displayed, the City has recognised Governor Stirling through street names (Stirling Street) and public buildings (Stirling Street Arts Centre, Stirling House).

Analysis of Financial and Budget Implications

There are no funds currently budgeted for further memorial works to be undertaken on the Frank Buswell Foreshore.

Community Consultation

There has not been any consultation in relation to the motion passed at the annual electors meeting, however as part of consultation with regard to the Heritage Trail in the future, this matter may be again considered subject to community consultation.

Councillor/Officer Consultation

This matter was also raised at the Heritage Advisory Committee. This Committee has Elected Member Representation.

Applicant Consultation

Not applicable

10.5 Director Infrastructure

Nil

11. Applications for Leave of Absence

11.1 Cr Steele

Cr Steele requests a leave of absence from all Council-related business from 25 March 2024 to 15 April 2024 inclusive.

Section 2.25 of the *Local Government Act 1995* allows a council to grant leave of absence to one of its members provided that the period of leave does not exceed six (6) consecutive ordinary meetings of the Council.

Executive Recommendation

Pursuant to Section 2.25 of the *Local Government Act 1995*, Cr Steele is granted leave of absence from all Council-related business from 25 March 2024 to 15 April 2024 inclusive.

11.2 Cr Ramesh

Cr Ramesh requests a leave of absence from all Council-related business from 29 March 2024 to 15 April 2024 inclusive.

Section 2.25 of the *Local Government Act 1995* allows a council to grant leave of absence to one of its members provided that the period of leave does not exceed six (6) consecutive ordinary meetings of the Council.

Executive Recommendation

Pursuant to Section 2.25 of the *Local Government Act 1995*, Cr Ramesh is granted leave of absence from all Council-related business from 29 March 2024 to 15 April 2024 inclusive.

12. Motions on Notice

13. Questions from Members

13.1 Response to Previous Questions from Members taken on Notice

Nil

13.2 Questions from Members

14. New Business of an Urgent Nature Introduced by Decision of the Meeting

15. Meeting Closed to Public

15.1 Matters for which the Meeting may be Closed

15.1.1 PR-4924 Lillydale Road widening - Exemption to Procurement Policy requirements.

File Ref:	COB/5152
Applicant/Proponent:	Internal
Responsible Officer:	Aileen Clemens, Manager Infrastructure Maintenance Services
Responsible Manager:	Aileen Clemens, Manager Infrastructure Maintenance Services
Executive:	Gavin Harris, Director Infrastructure
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input checked="" type="checkbox"/> Legislative
Attachments:	Confidential Report CRUSC-1

This report is confidential in accordance with section 5.23(2)(e)(ii) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

(e), (ii) a matter that if disclosed, would reveal information that has commercial value to a person

A confidential report and recommendation will be circulated to members **under separate cover** (Confidential Report CRUSC-1). The report is not for circulation.

15.2 Public Reading of Resolutions that may be made Public

16. Closure