



**City of Busselton**  
*Geographe Bay*

## **Supplementary Item**

***26 June 2019***

ALL INFORMATION AVAILABLE IN VARIOUS FORMATS ON REQUEST

[city@busselton.wa.gov.au](mailto:city@busselton.wa.gov.au)

CITY OF BUSSELTON

SUPPLEMENTARY ITEMS FOR THE COUNCIL MEETING TO BE HELD ON 26 JUNE 2019

TABLE OF CONTENTS

<b>ITEM NO.</b>	<b>SUBJECT</b>	<b>PAGE NO.</b>
<b>8.</b>	<b>CONFIRMATION AND RECEIPT OF MINUTES .....</b>	<b>3</b>
	Committee Meetings .....	3
8.3	Minutes of the Finance Committee meeting held 20 June 2019.....	3
<b>9.</b>	<b>RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS.....</b>	<b>3</b>
9.1	Petitions .....	3
<b>12.</b>	<b>REPORTS OF COMMITTEE .....</b>	<b>4</b>
12.1	Finance Committee - 20/06/2019 - FINANCIAL ACTIVITY STATEMENTS - PERIOD ENDING 31 MAY 2019.....	4
12.2	Finance Committee - 20/06/2019 - BUDGET AMENDMENT REQUEST / REVIEW .....	29
12.4	Finance Committee - 20/06/2019 - ACCOUNTING TREATMENT OF DEPOSITS AND BONDS .....	33
<b>14.</b>	<b>ENGINEERING AND WORK SERVICES REPORT .....</b>	<b>38</b>
14.1	AWARD OF TENDER RFT02-19 PROVISION OF CLEANING SERVICES TO CITY OWNED FACILITIES .....	38

**8. CONFIRMATION AND RECEIPT OF MINUTES****Committee Meetings****8.3 Minutes of the Finance Committee meeting held 20 June 2019****RECOMMENDATION**

That the Minutes of the Finance Committee meeting held 20 June 2019 be noted.

**9. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS****9.1 Petitions**

A petition was received 12 June 2019, to cease the current use of Reserve 12493, Lot 4842 (Yungarra Drive, Quedjinup) and revegetate, received from Mr Colin Fredrick Bussell, as the promoter of the petition containing 67 signatures.


Copies of the Petition received has been provided to all Councillors.

**RECOMMENDATION**

That the Petition received 12 June 2019, to cease the current use of Reserve 12493, Lot 4842 (Yungarra Drive, Quedjinup) and revegetate, be received and referred to the CEO to prepare a report to the Council.

## 12. REPORTS OF COMMITTEE

### 12.1 Finance Committee - 20/06/2019 - FINANCIAL ACTIVITY STATEMENTS - PERIOD ENDING 31 MAY 2019

<b>SUBJECT INDEX:</b>	Budget Planning and Reporting
<b>STRATEGIC OBJECTIVE:</b>	Governance systems, process and practices are responsible, ethical and transparent.
<b>BUSINESS UNIT:</b>	Finance and Corporate Services
<b>ACTIVITY UNIT:</b>	Financial Services
<b>REPORTING OFFICER:</b>	Acting Manager Financial Services - Jeffrey Corker
<b>AUTHORISING OFFICER:</b>	Director Finance and Corporate Services - Tony Nottle
<b>VOTING REQUIREMENT:</b>	Absolute Majority
<b>ATTACHMENTS:</b>	Attachment A <a href="#">Statement of Financial Activity - Period Ended 31 May 2019</a>  
	Attachment B <a href="#">Investment Report for the month of May 2019</a>  

**This item was considered by the Finance Committee at its meeting on 20 June 2019, the recommendations from which have been included in this report.**

### PRÉCIS

Pursuant to Section 6.4 of the Local Government Act ('the Act') and Regulation 34(4) of the Local Government (Financial Management) Regulations ('the Regulations'), a local government is to prepare, on a monthly basis, a statement of financial activity that reports on the City's financial performance in relation to its adopted / amended budget.

This report has been compiled to fulfil the statutory reporting requirements of the Act and associated Regulations, whilst also providing the Council with an overview of the City's financial performance on a year to date basis for the period ending 31 May 2019.

### BACKGROUND

The Regulations detail the form and manner in which financial activity statements are to be presented to the Council on a monthly basis; and are to include the following:

- Annual budget estimates
- Budget estimates to the end of the month in which the statement relates
- Actual amounts of revenue and expenditure to the end of the month in which the statement relates
- Material variances between budget estimates and actual revenue/ expenditure/ (including an explanation of any material variances)
- The net current assets at the end of the month to which the statement relates (including an explanation of the composition of the net current position)

Additionally, and pursuant to Regulation 34(5) of the Regulations, a local government is required to adopt a material variance reporting threshold in each financial year. At its meeting of 25 July 2018, the Council adopted (C1807/138) the following material variance reporting threshold for the 2018/19 financial year:

*"That pursuant to Regulation 34(5) of the Local Government (Financial Management) Regulations, the Council adopts a material variance reporting threshold with respect to financial activity statement reporting for the 2018/19 financial year as follows:*

- Variances equal to or greater than 10% of the year to date budget amount as detailed in the Income Statement by Nature and Type/ Statement of Financial Activity report, however variances due to timing differences and/or seasonal adjustments are to be reported on a quarterly basis; and
- Reporting of variances only applies for amounts greater than \$25,000.”

### **STATUTORY ENVIRONMENT**

Section 6.4 of the Act and Regulation 34 of the Regulations detail the form and manner in which a local government is to prepare financial activity statements.

### **RELEVANT PLANS AND POLICIES**

There are no plans or policies directly relevant to this matter.

### **FINANCIAL IMPLICATIONS**

Any financial implications are detailed within the context of this report.

### **LONG-TERM FINANCIAL PLAN IMPLICATIONS**

Any long term financial implications are detailed within the context of this report.

### **STRATEGIC COMMUNITY OBJECTIVES**

This matter principally aligns with Key Goal Area 6 – ‘Leadership’ and more specifically Community Objective 6.1 - ‘Governance systems, process and practices are responsible, ethical and transparent’.

The achievement of the above is underpinned by the Council strategy to ‘ensure the long term financial sustainability of Council through effective financial management’.

### **RISK ASSESSMENT**

Risk assessments have been previously completed in relation to a number of ‘higher level’ financial matters, including timely and accurate financial reporting to enable the Council to make fully informed financial decisions. The completion of the monthly Financial Activity Statement report is a control that assists in addressing this risk.

### **CONSULTATION**

Consultation is not applicable in relation to this matter.

### **OFFICER COMMENT**

In order to fulfil statutory reporting requirements, and to provide the Council with a synopsis of the City’s overall financial performance on a full year basis, the following financial reports are attached here to:

- Statement of Financial Activity

This report provides details of the City’s operating revenues and expenditures on a year to date basis, by nature and type (i.e. description). The report has been further extrapolated to include details of non-cash adjustments and capital revenues and expenditures, to identify the City’s net current position; which reconciles with that reflected in the associated Net Current Position report.

▪ Net Current Position

This report provides details of the composition of the net current asset position on a full year basis, and reconciles with the net current position as per the Statement of Financial Activity.

▪ Capital Acquisition Report

This report provides full year budget performance (by line item) in respect of the following capital expenditure activities:

- Land and Buildings
- Plant and Equipment
- Furniture and Equipment
- Infrastructure

▪ Reserve Movements Report

This report provides summary details of transfers to and from reserve funds, and also associated interest earnings on reserve funds, on a full year basis.

Additional reports and/or charts are also provided as required to further supplement the information comprised within the statutory financial reports.

### COMMENTS ON FINANCIAL ACTIVITY TO 31 MAY 2019

The Statement of Financial Activity for the period ending 31 May 2019 shows an overall Net Current Position "Surplus" of \$4.1M. The following summarises the major variances in accordance with Council's adopted material variance reporting threshold that collectively make up the above difference:

Description	2018/2019 Actual	2018/2019 Amended Budget YTD	2018/2019 Amended Budget	2018/19 YTD Bud Variance	2018/19 YTD Bud Variance
	\$	\$	\$	%	\$
<b>Revenue from Ordinary Activities</b>					
Other Revenue	1,072,055	326,826	362,981	228.02%	745,229
Profit on Asset Disposal	103,947	82,137	82,137	26.55%	21,810
<b>Expenses from Ordinary Activities</b>					
Materials & Contracts	(14,909,912)	(18,454,420)	(20,225,500)	19.21%	3,544,508
Depreciation	(20,253,479)	(17,519,304)	(19,070,922)	-15.61%	(2,734,175)
Asset Adjustments as per Changes to Regulations (OAG)	(1,147,545)	0	0	0	(1,147,545)
Insurance Expenses	(713,980)	(591,974)	(698,808)	-20.61%	(122,006)
Other Expenditure	(2,603,180)	(4,329,729)	(4,862,439)	39.88%	1,726,549
Allocations	1,838,344	1,574,778	1,723,162	-16.74%	263,566
Loss on Asset Disposals	(46,370)	(33,134)	(34,577)	-39.95%	-13,236
<b>Non-Operating Grants, Subsidies and Contributions</b>					
	4,265,125	16,502,588	32,471,094	-74.15%	(12,237,463)
<b>Capital Revenue &amp; (Expenditure)</b>					
Land & Buildings	(1,093,178)	(16,626,044)	(17,986,501)	93.42%	15,532,866
Plant & Equipment	(2,735,555)	(6,462,900)	(6,900,100)	57.67%	3,727,345
Furniture & Equipment	(318,768)	(771,258)	(890,640)	58.67%	452,490
Infrastructure	(20,386,022)	(34,435,366)	(37,644,708)	40.80%	14,049,344
Proceeds from Sale of Assets	773,141	974,550	1,045,950	-20.67%	(201,409)
Proceeds from New Loans	2,730,000	3,150,000	3,150,000	-13.33%	(420,000)

Advances to Com. Groups	0	(150,000)	(150,000)	100.00%	150,000
Transfer to Restricted Assets	(1,155,151)	(505,326)	(551,000)	-128.60%	(649,825)
Transfer from Restricted Assets	8,652,354	11,663,540	14,530,252	-25.82%	(3,011,186)
Transfer from Reserves	5,400,819	12,958,790	27,075,171	-58.32%	(7,557,971)

### **Revenue from Ordinary Activities:**

YTD actual income from ordinary activities is \$700K more than expected when compared to YTD budget with the following items meeting the material variance reporting threshold being;

1. Other Revenue is \$745K better than YTD budget. In part this variance is due to better than expected returns on the sale of scrap metal by \$240k. IT lease buybacks reflect additional income of \$544k which is offset by additional expenses in the IT leasing account 3381. There are many other variances however they are all below the reporting threshold.
2. Profit on asset disposal is \$22k better than YTD budget. This line item is an accounting book entry to recognise profit on asset disposal and as a consequence will not affect the City's "cash" position.

### **Expenses from Ordinary Activities**

Expenditure from ordinary activities, excluding depreciation, allocations and asset adjustments as per amended regulations (i.e. remove assets less than \$5k from assets register and place in portable and attractive register), is \$6.1M less than expected when compared to YTD budget with the following items meeting the material variance reporting threshold;

#### **1. Materials and Contracts:**

The main items affected are listed below:

Cost Code	Cost Code Description / GL Activity	Variance YTD \$
<b>Finance and Corporate Services</b>		
10250	Information & Communication Technology Services	(461,279)
10300	Records	32,749
10251	Business Systems	56,645
10500	Legal and Compliance Services	79,469
<b>Community and Commercial Services</b>		
10630	Property and Business Development	29,872
B1361	YCAB (Youth Precinct Foreshore)	35,101
11151	Airport Operations	42,760
10590	Naturaliste Community Centre	51,543
10380	Busselton Library	70,247
10600	Busselton Jetty Tourist Park	92,831
<b>Planning and Development Services</b>		
10925	Preventative Services - CLAG	38,439
10931	Protective Burning & Firebreaks-Reserves	47,548
10820	Strategic Planning	64,608
10830	Environmental Management Administration	69,846
11170	Meelup Regional Park	108,270

Cost Code	Cost Code Description / GL Activity	Variance YTD \$
<b>Engineering and Works Services</b>		
M9998	Street Side Spraying Urban Areas	(39,152)
C8500	Cycle Ways Maintenance Busselton	(37,727)
G0031	Dunsborough Waste Facility	(36,895)
M0005	Ludlow-Hithergreen Road	(34,014)
G0030	Busselton Transfer Station	(33,732)
M9970	Tree Removal and Clean-up	(26,161)
11300	Sanitation Waste Services Administration	25,371
R0750	Barnard Park Ovals	28,004
12600	Street & Drain Cleaning	28,008
10115	Major Projects Administration	29,700
R0822	Lavender Park (Provence)	30,094
R0821	Avignon Park (Provence)	30,853
11162	Busselton Jetty - Underwater Observatory	34,816
F9999	Footpaths Maintenance	36,330
G0010	Domestic Recycling Collections	36,884
G0034	External Waste Disposal	37,768
<b>Engineering and Works Services</b>		
B1000	Administration Building- 2-16 Southern Drive	39,079
R0820	Almond Green Park (Provence)	42,715
11108	Rural Intersection (Lighting) Compliance	43,768
11106	Street Lighting Installations	49,472
R2001	Tree Planting - Urban Verges	57,270
G0033	Green Waste	58,560
A6004	Pedestrian Bridge (Port Geographe)	58,663
B1514	Asbestos Removal & Replacement	68,750
12620	Rural-Tree Pruning	75,617
R0004	Busselton Foreshore Precinct (not including Skate Park)	76,659
G0032	Rubbish Sites Development	91,663
11301	Regional Waste Management Administration	110,000
A9999	Miscellaneous Bridge Maintenance	115,676
11101	Engineering Services Administration	126,577
M9999	Road Maintenance Bal Of Budget	351,421
11160	Busselton Jetty	649,266
B1401	Old Butter Factory	801,570

## 2. Depreciation:

There is an overall variance in depreciation of \$2.7M, however it should be noted that this is a non-cash item and does not impact on the City's surplus position. The variance can be attributed to the final adjustments made at year end for donated assets, Airport infrastructure additions and Fair Valuation of infrastructure assets being completed post budget adoption and the increase in valuation was unable to be included in the 2018/2019 budget.



### 3. Asset Adjustments as per Changes to Regulations:

Amendments to Regulation 17A will now exclude assets in a local Government annual financial report if valued under \$5000. Regulation 17 (5) states "An asset is to be excluded from the assets of a local government if the fair value of the asset as at the date of acquisition by the local government is under \$5 000".

A full review has now been conducted and in consultation with the Office of Auditor General and the City auditors an accepted methodology has been now endorsed in order to ensure that the City's financial reports do not contravene the requirement of the amended Regulations. It was determined that all assets equal to or below the \$5k threshold will be removed from the asset register and placed in the City's portable and attractive register in order to assist in stock takes and the security of City's property. The exception to this, is where assets fall below the \$5K threshold, but form part of "parent" asset (i.e. an asset that is made of many individual components that are all required in order to function as a unit) then these assets will remain within the asset register and be capitalised accordingly.

The end result of this process initiated the expensing of assets in accordance with Regulations to the amount of \$1,147,545.

### 4. Insurance:

There is a year to date variance in insurance costs of \$122K. This is a timing issue only which relates to the fleet management business unit insurance budget being projected to occur in period 12 (i.e. June) whereas the actual expenditure was incurred in period 1 (i.e. July).

### 5. Other Expenditure:

There is an YTD variance in other costs of \$1.7M less than year to date budget. The main items affected are listed below:

Cost Code	Cost Code Description / GL Activity	Variance YTD
<b><u>Executive Services</u></b>		
10001	Executive Services	52,926
<b><u>Finance and Corporate Services</u></b>		
10618	Winderlup Court Aged Housing	52,357
10700	Public Relations	63,188
10000	Members of Council	81,299
<b><u>Community and Commercial Services</u></b>		
12631	Peel Terrace Building & Surrounds	(33,216)
10540	Recreation Administration	35,758
10548	Half Iron	42,350
10530	Community Services Administration	133,798
11156	Airport Development Operations	1,375,000
<b><u>Planning and Development Services</u></b>		
10942	Bushfire Risk Management Planning - DFES	(39,283)
10805	Planning Administration	45,590
<b><u>Engineering and Works Services</u></b>		
G0042	BTS External Restoration Works	(226,517)
11160	Busselton Jetty	25,000
B1223	Micro Brewery - Public Ablution	110,000

With regard to the \$1.375M variance associated with the Airport marketing incentive, it is not anticipated that this expense will be incurred this year. However this will not constitute a saving as this cost is reserve backed, hence if expenditure is not incurred, then it follows that the transfer from reserve will also not be processed. All other items above have been classified as timing differences.

#### **6. Allocations**

In addition to administration based allocations which clear each month, this category also includes plant and overhead related allocations. Due to the nature of these line items, the activity reflects as a net offset against operating expenditure, in recognition of those expenses that are of a capital nature (and need to be recognised accordingly). It should be noted that performance in the category has no direct impact on the closing position.

#### **7. Loss on Sale of Assets**

Loss on asset disposal is \$13k higher than YTD budget. This line item is an accounting book entry to recognise loss on asset disposal and as a consequence will not affect the City's "cash" position.

#### **8. Non-Operating Grants, Subsidies and Contributions:**

Non-Operating Grants, Subsidies and Contributions are less than YTD budget by \$12.2M with the main items impacting on the above result being the timing of the receipt of funding which is also offset with less than anticipated capital expenditure at this time;

Cost Code	Cost Code Description	Variance YTD
<b><u>Finance and Corporate Services</u></b>		
10239	Contributions - Public Art (Percent for Art)	(1,073,747)
10240	Contributions - Contribution to Works	(150,405)
10250	Capital Grants-Other (Federal)	140,044
<b><u>Community and Commercial Services</u></b>		
C6099	Capital Grants-Other (Federal)	(8,946,609)
10900	Donated Assets	37,000
C6086	Capital Grants-Other (Federal)	675,556
<b><u>Planning and Development Services</u></b>		
B9109	Hithergreen Building Renovations	(68,886)
B1013	Dunsborough Bushfire Brigade	(178,300)
B1024	Willyabrup Bushfire Brigade	(178,300)
B1015	Hithergreen District Bushfire Brigade	(465,200)
B1026	Yallingup Rural Bushfire Brigade	(597,600)
<b><u>Engineering and Works Services</u></b>		
C3168	Capital Grants-Other (Federal)	(308,221)
S0051	Capital Grant-Department of Main Roads	(258,337)
S0064	Capital Grant-Department of Main Roads	(172,225)
S0035	Capital Grant-Department of Main Roads	(165,000)
C0049	Capital Grants - Other (State)	(157,443)
C2528	Capital Grants - Other (State)	(125,000)
C3112	Capital Grants - Other (State)	(100,000)
C3150	Contributions - Capital Activities	(96,715)
S0069	Capital Grant-Department of Main Roads	(86,112)
C2523	Capital Grants - Other (State)	(75,000)
C2512	Capital Grants - Other (State)	(55,000)
D0017	Capital Grant-Department of Main Roads	(46,500)

F1018	Capital Grants - Other (State)	(32,087)
S0068	Contributions - Capital Activities	74,500
W0026	Capital Grant-Department of Main Roads	120,000

### **9. Capital Expenditure**

As at 31 May 2019, there is a variance of -58% or -\$33.8M in total capital expenditure with YTD actual at -\$24.5M against YTD budget of -\$58.3M.

The airport development makes up for \$14.5M (main variance relates to the Airport terminal \$11.8M), Busselton Tennis Club infrastructure \$1.38M, Plant and Equipment \$3.7M, Council roads initiative projects \$0.9M, Eastern link Busselton traffic study \$2.5M, Dunsborough land purchase for parking \$1.3M, Main roads projects \$1.4M, parks, gardens and reserves \$685K, sanitation infrastructure \$1.2M, beach restoration \$1.1M, Busselton Senior Citizens \$678K, Dunsborough cycleway CBD to Our Lady of the Cape School -\$154K (i.e. over YTD budget), furniture and equipment \$452K, Busselton jetty tourist park upgrade \$208K, beach front infrastructure \$72K, Geographe Leisure Centre pool relining \$50K, energy efficiency initiatives (various buildings) \$84K, boat ramp construction \$362K, major projects Lou Weston oval \$625K, Busselton foreshore infrastructure \$770K, Busselton foreshore buildings \$219K, bridge construction \$222k, and depot wash down facility upgrade \$100k.

These items of under expenditure also assists in explaining the above current YTD shortfall in Non-Operating Grants.

The attachments to this report include detailed listings of the following capital expenditure (project) items, to assist in reviewing specific variances.

### **10. Proceeds from Loans/ Advances to Community Groups**

As at 31 May 2019, there is a variance of \$420K which relates to the budgeted drawdown of loans that has now mainly occurred, however to a lesser extent than anticipated. The two main loans raised that varied from the budget are;

- Busselton Tennis Club loan budgeted to drawdown \$1.5M, however actual drawdown was \$1.25M (variance \$250k) ; and
- Air Freight Hub Stage 1 loan budgeted to drawdown \$1.5M, however actual draw down was \$1.48M (variance \$20k);

With regard to the self-supporting loan for community groups, it is not expected that this will occur, hence the contra entry “advances to community groups” as a consequence will also not be required. The transactions associated with self-supporting loans is ordinarily cost neutral to the City, therefore this transaction will have no effect on the City’s net current position.

### **11. Transfer to Restricted Assets**

There is a YTD variance for transfer to restricted assets of \$649k more than year to date budget. The reason for this is as follows:

- Transfer to deposits and bonds of \$1M as opposed to a budget of \$0. These funds do not have a budget allocation as they are not able to be reliably measured and will be subject to a Council report in June 2019;
- Transfer to contributions to works has fallen short of anticipated budget by -\$150K,
- Transfer to restricted grants (interest) has fallen short of budget by -\$200k.

### **12. Transfer from Restricted Assets**

There is a YTD variance for transfer from restricted assets of \$3M less than year to date budget. The reason for this is as follows:

- Transfer for Airport noise mitigation of \$869k will not proceed this year and has been relisted on the 2019/20 budget;
- Transfer for Airport marketing of \$1.5M will not proceed this year and has been relisted on the 2019/20 budget;
- Transfer for unspent loans relating to Busselton Tennis Club is under budget by \$955K.

### **13. Transfer from Reserves**

There is a YTD variance for transfer from reserves of \$7.5M less than year to date budget. The reason for this is mainly due to the need to do a full analysis at the end of year in order to determine the authorised final expenditure that can be recouped in accordance with the purpose of the reserve. Traditionally the City has made any transfers possible during the year (once acquisitions/ works are completed) with the bulk of the transfers being made in June.

### **Investment Report**

As at 31st May 2019 the value of the City's invested funds totalled \$71.95M, down from \$73.95M as at 30th April March. The decrease is due to the withdrawal of funds from Term Deposits as required to meet expenditure.

During the month of April five term deposits held with four different institutions totalling \$13.5M matured. Three, totalling \$7.5M; were renewed for a further 110 days at 2.26% (on average). Two, totalling \$6.0M; were closed to provide readily available cash for the coming months.

The balance of the 11am account (an intermediary account which offers immediate access to the funds compared to the term deposits and a higher rate of return compared to the cheque account) increased by \$4.0M with funds from closed term deposits temporarily held there.

The balance of the Airport Development ANZ accounts remained steady.

The RBA left official rates on hold during May but decreased them by 0.25% in June. Term deposit renewal rates had been pricing in a drop for some weeks and returns are noticeably lower. The drop will decrease the return on cash accounts including the 11am account. Financial markets are predicting further falls. The Interest return on Council's investments will fall accordingly.

### **Chief Executive Officer – Corporate Credit Card**

Details of monthly (April to May) transactions made on the Chief Executive Officer's corporate credit card are provided below to ensure there is appropriate oversight and awareness of credit card transactions made.

<b>Date</b>	<b>Amount</b>	<b>Payee</b>	<b>Description</b>
		No expenses recorded during the period	

### **CONCLUSION**

As at 31 May 2019, the financial performance for the City of Busselton is considered satisfactory based on the information received from directorates and the recent budget review.

### **OPTIONS**

The Statements of Financial Activity are presented in accordance with Section 6.4 of the Act and Regulation 34 of the Regulations and are to be received. Council may wish to make additional resolutions as a result of having received these reports.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

Not Applicable.

**COMMITTEE RECOMMENDATION AND OFFICER RECOMMENDATION**

That the Council receives the statutory financial activity statement reports for the period ending 31 May 2019, pursuant to Regulation 34(4) of the Local Government (Financial Management) Regulations

**City of Busselton**

**Statement of Financial Activity**

**For The Period Ending 31 May 2019**

	2018/2019 Actual	2018/2019 Amended Budget YTD	2018/2019 Original Budget YTD	2018/2019 Amended Budget	2018/2019 Original Budget	2018/19 YTD Bud (A) Variance
	\$	\$	\$	\$	\$	%
<b>Revenue from Ordinary Activities</b>						
Rates	48,698,326	48,520,903	48,520,903	48,575,646	48,575,646	0.37%
Operating Grants, Subsidies and Contributions	4,203,545	4,493,488	3,234,358	5,423,780	3,747,650	-6.45%
Fees & Charges	15,163,428	15,207,840	15,174,840	15,861,160	15,828,160	-0.29%
Other Revenue	1,072,055	326,826	301,585	362,981	337,740	228.02%
Interest Earnings	2,206,003	2,112,791	2,112,791	2,283,760	2,283,760	4.41%
	<b>71,343,357</b>	<b>70,661,848</b>	<b>69,344,477</b>	<b>72,507,327</b>	<b>70,772,956</b>	<b>0.96%</b>
<b>Expenses from Ordinary Activities</b>						
Employee Costs	(27,840,421)	(28,739,295)	(28,694,295)	(31,260,454)	(31,215,454)	3.13%
Materials & Contracts	(14,909,912)	(18,454,420)	(16,875,960)	(20,225,500)	(18,621,467)	19.21%
Utilities (Gas, Electricity, Water etc)	(2,212,206)	(2,354,278)	(2,354,278)	(2,569,240)	(2,569,240)	6.03%
Depreciation on non current assets	(20,253,479)	(17,519,304)	(17,519,304)	(19,070,922)	(19,070,922)	-15.61%
Asset Adjustments as per Changes to Regulations (OAG)	(1,147,545)	0	0	0	0	0.00%
Insurance Expenses	(713,980)	(591,974)	(591,974)	(698,808)	(698,808)	-20.61%
Other Expenditure	(2,603,180)	(4,329,729)	(4,241,568)	(4,862,439)	(4,770,041)	39.88%
Allocations	1,838,344	1,574,778	1,574,778	1,723,162	1,723,162	-16.74%
	<b>(67,842,379)</b>	<b>(70,414,222)</b>	<b>(68,702,601)</b>	<b>(76,964,201)</b>	<b>(75,222,770)</b>	<b>3.65%</b>
<b>Borrowings Cost Expense</b>						
Interest Expenses	(1,022,878)	(1,094,654)	(1,094,654)	(1,374,387)	(1,374,387)	6.56%
	<b>(1,022,878)</b>	<b>(1,094,654)</b>	<b>(1,094,654)</b>	<b>(1,374,387)</b>	<b>(1,374,387)</b>	<b>6.56%</b>
Non-Operating Grants, Subsidies and Contributions	4,265,125	16,502,588	14,475,879	32,471,094	30,347,185	-74.15%
Profit on Asset Disposals	103,947	82,137	82,137	82,137	82,137	26.55%
Loss on Asset Disposals	(46,370)	(33,134)	(33,134)	(34,577)	(34,577)	-39.95%
	<b>4,322,702</b>	<b>16,551,591</b>	<b>14,524,882</b>	<b>32,518,654</b>	<b>30,394,745</b>	<b>-73.88%</b>
<b>Net Result</b>	<b>6,800,802</b>	<b>15,704,563</b>	<b>14,072,104</b>	<b>26,687,393</b>	<b>24,570,544</b>	<b>-56.70%</b>
<b>Adjustments for Non-cash Revenue &amp; Expenditure</b>						
Depreciation	20,253,479	17,519,304	17,519,304	19,070,922	19,070,922	
Asset Adjustments as per Changes to Regulations (OAG)	1,147,545	0	0	0	0	
Donated Assets	(48,000)	(5,000)	(5,000)	(8,365,000)	(8,365,000)	
(Profit)/Loss on Sale of Assets	(57,577)	(49,003)	(49,003)	(47,560)	(47,560)	
Allocations & Other Adjustments	(34,917)	0	0	(105,000)	0	
Deferred Pensioner Movements (Non-current)	10,233	0	0	0	0	
Recording of Employee Benefit Provisions (NC)	0	0	0	0	0	
Deposit & Bonds Movements (cash backed NC)	(967,006)	0	0	0	0	
<b>Capital Revenue &amp; (Expenditure)</b>						
Land & Buildings	(1,093,178)	(16,626,044)	(16,258,163)	(17,986,501)	(17,618,620)	93.42%
Plant & Equipment	(2,735,555)	(6,462,900)	(5,023,500)	(6,900,100)	(5,363,500)	57.67%
Furniture & Equipment	(318,768)	(771,258)	(764,258)	(890,640)	(883,640)	58.67%
Infrastructure	(20,386,022)	(34,435,366)	(33,654,419)	(37,644,708)	(36,804,070)	40.80%
Proceeds from Sale of Assets	773,141	974,550	974,550	1,045,950	1,045,950	-20.67%
Proceeds from New Loans	2,730,000	3,150,000	3,150,000	3,150,000	3,150,000	-13.33%
Self Supporting Loans - Repayment of Principal	61,735	67,986	67,986	79,253	79,253	-9.19%
Total Loan Repayments - Principal	(2,526,489)	(2,505,099)	(2,505,099)	(3,155,395)	(3,155,395)	-0.85%
Advances to Community Groups	0	(150,000)	(150,000)	(150,000)	(150,000)	100.00%
Transfer to Restricted Assets	(1,155,151)	(505,326)	(505,326)	(551,000)	(551,000)	-128.60%
Transfer from Restricted Assets	8,652,354	11,663,540	11,557,210	14,530,252	14,423,922	-25.82%
Transfer to Reserves	(15,937,666)	(16,555,984)	(16,470,779)	(19,354,328)	(19,269,123)	3.73%
Transfer from Reserves	5,400,819	12,958,790	12,958,790	27,075,171	26,356,026	-58.32%
Opening Funds Surplus/ (Deficit)	3,511,291	3,511,291	3,511,291	3,511,291	3,511,291	
<b>Net Current Position - Surplus / (Deficit)</b>	<b>4,081,070</b>	<b>(12,515,956)</b>	<b>(11,574,312)</b>	<b>0</b>	<b>0</b>	

**City of Busselton**

**Net Current Position**

**For The Period Ending 31 May 2019**

	2018/19 Actual	2018/19 Amended Budget	2018/19 Original Budget	2017/18 Actual
	\$	\$	\$	\$
<b>NET CURRENT ASSETS</b>				
<b>CURRENT ASSETS</b>				
Cash - Unrestricted	2,667,337	1,577,000	1,577,000	4,885,287
Cash - Restricted	70,466,487	45,827,957	46,568,227	67,528,052
Sundry Debtors	1,042,990	2,800,000	2,800,000	3,078,872
Rates Outstanding - General	2,028,122	1,100,000	1,100,000	1,262,372
Stock on Hand	16,543	23,000	23,000	23,671
	<u>76,221,479</u>	<u>51,327,957</u>	<u>52,068,227</u>	<u>76,778,254</u>
<b>LESS: CURRENT LIABILITIES</b>				
Bank Overdraft	0	0	0	0
Sundry Creditors	1,673,922	5,500,000	5,500,000	5,738,911
Performance Bonds	2,851,555	3,818,562	3,818,562	3,818,562
	<u>4,525,477</u>	<u>9,318,562</u>	<u>9,318,562</u>	<u>9,557,473</u>
Current Position (inclusive of Restricted Funds)	71,696,002	42,009,395	42,749,665	67,220,781
Add: Cash Backed Liabilities (Deposits & Bonds)	2,851,555	3,818,562	3,818,562	3,818,562
Less: Cash - Restricted Funds	(70,466,487)	(45,827,957)	(46,568,227)	(67,528,052)
<b>NET CURRENT ASSET POSITION</b>	<u>4,081,070</u>	<u>0</u>	<u>0</u>	<u>3,511,291</u>

**City of Bussetton**

**Capital Acquisition Report**

**Property, Plant & Equipment, Infrastructure**

**For the Period Ended 31 May 2019**

Description	2018/19 Actual	2018/19 Amended Budget YTD	2018/19 Original Budget YTD	2018/19 Amended Budget	2018/19 Original Budget	2018/19 Budget YTD Variance
	\$	\$	\$	\$	\$	%
<b>&gt;&gt; Property, Plant &amp; Equipment</b>						
<b>Land</b>						
10610 Property Services Administration	0	50,000	50,000	100,000	100,000	-100.00%
10930 Fire Prevention Council	170,000	200,000	200,000	200,000	200,000	-15.00%
10970 Parking Control	0	1,300,000	1,300,000	1,300,000	1,300,000	-100.00%
11300 Sanitation Waste Services Administration	50,000	0	0	50,000	50,000	0.00%
	<u>220,000</u>	<u>1,550,000</u>	<u>1,550,000</u>	<u>1,650,000</u>	<u>1,650,000</u>	<u>-85.81%</u>
<b>Buildings</b>						
<b>Major Projects</b>						
<b>Major Project - Bussetton Foreshore</b>						
B9570 Foreshore East-Youth Precinct Community Youth Building/SLSC	9,190	11,649	11,649	12,710	12,710	-21.11%
B9583 Railway House	18,010	16,830	16,830	18,360	18,360	7.01%
B9600 Old Vasse Lighthouse	2,600	220,000	220,000	220,000	220,000	-98.82%
	<u>29,800</u>	<u>248,479</u>	<u>248,479</u>	<u>251,070</u>	<u>251,070</u>	<u>-88.01%</u>
<b>Major Project - Library Expansion</b>						
B9516 Bussetton Library Upgrade	0	10,000	10,000	11,000	11,000	-100.00%
	<u>0</u>	<u>10,000</u>	<u>10,000</u>	<u>11,000</u>	<u>11,000</u>	<u>-100.00%</u>
<b>Major Project - Administration Building</b>						
B9010 Civic and Administration Centre Minor Upgrades	31,559	87,076	87,076	95,000	95,000	-63.76%
	<u>31,559</u>	<u>87,076</u>	<u>87,076</u>	<u>95,000</u>	<u>95,000</u>	<u>-63.76%</u>
<b>Buildings (Other)</b>						
B9109 Hithergreen Building Renovations	0	68,886	0	68,886	0	-100.00%
B9112 Ambergate Bushfire Brigade Shed	310,401	348,381	150,381	362,055	164,055	-10.90%
B9113 Vasse Bushfire Brigade Appliance Bay Facility	8,655	8,655	0	8,655	0	0.00%
B9114 Sussex BFB Concrete Apron	8,655	8,655	0	8,655	0	0.00%
B9300 Aged Housing Capital Improvements - Winderlup	69,782	90,000	55,000	95,000	60,000	-22.46%
B9301 Aged Housing Capital Improvements - Harris Road	47,883	44,165	44,165	48,200	48,200	8.42%
B9302 Aged Housing Capital Improvements - Winderlup Court (City)	13,566	46,750	46,750	51,000	51,000	-70.98%
B9407 Bussetton Senior Citizens	9,152	687,500	687,500	750,000	750,000	-98.67%
B9511 ArtGeo Building	0	66,913	66,913	73,000	73,000	-100.00%
B9512 GLC Aerobic Additions / Sauna Room	30,000	30,000	30,000	30,000	30,000	0.00%
B9517 GLC - Pool Relining	0	50,000	50,000	50,000	50,000	-100.00%
B9528 GLC - Plant Room	52,256	55,085	55,085	57,819	57,819	-5.14%
B9538 Weld Theatre	6,235	15,000	15,000	15,000	15,000	-58.44%
B9556 NCC Upgrade	92,133	107,172	107,172	107,818	107,818	-14.03%
B9588 Old Court House Building Upgrade	0	68,750	68,750	75,000	75,000	-100.00%
B9591 Performing Arts Convention Centre	41,054	45,837	45,837	50,000	50,000	-10.43%
B9596 GLC Building Improvements	83,792	260,000	260,000	260,000	260,000	-67.77%
B9604 Womens Change Facility Bovell	0	74,935	26,250	83,685	35,000	-100.00%
B9605 Energy Efficiency Initiatives (Various Buildings)	8,040	91,663	91,663	100,000	100,000	-91.23%
B9716 Airport Terminal Stage 2	(15,346)	11,838,750	11,838,750	12,915,000	12,915,000	-100.13%
B9717 Airport Construction, Existing Terminal Upgrade	0	458,337	458,337	500,000	500,000	-100.00%
B9804 Bin Jetty Tourist Park Home	39,126	50,655	50,655	55,258	55,258	-22.76%
B9808 Bussetton Jetty Tourist Park Upgrade	6,435	214,400	214,400	214,400	214,400	-97.00%
	<u>811,819</u>	<u>14,730,489</u>	<u>14,362,608</u>	<u>15,979,431</u>	<u>15,611,550</u>	<u>-94.49%</u>
<b>Total Buildings</b>	<b>873,178</b>	<b>15,076,044</b>	<b>14,708,163</b>	<b>16,336,501</b>	<b>15,968,620</b>	<b>-94.21%</b>
<b>Plant &amp; Equipment</b>						
10250 Information & Communication Technology Services	0	15,000	15,000	15,000	15,000	-100.00%
10251 Business Systems	37,709	40,000	40,000	40,000	40,000	-5.73%
10360 Customer Services	36,635	40,000	40,000	40,000	40,000	-8.41%
10502 Community & Commercial Services Support	47,995	50,000	50,000	50,000	50,000	-4.01%
10530 Community Services Administration	37,605	40,000	40,000	40,000	40,000	-5.99%
10630 Property and Business Development	31,292	35,000	35,000	35,000	35,000	-10.59%
10800 Planning Directorate Support	43,578	50,000	50,000	50,000	50,000	-12.84%
10808 Compliance Services	35,627	40,000	40,000	40,000	40,000	-10.93%
10820 Strategic Planning	37,605	40,000	40,000	40,000	40,000	-5.99%
10920 Environmental Health Services Administration	38,885	40,000	40,000	40,000	40,000	-2.79%
10930 Fire Prevention Council	0	0	0	0	0	0.00%
10940 Fire Prevention DFES	55,537	55,000	55,000	55,000	55,000	0.98%
10980 Other Law, Order & Public Safety	31,877	35,000	35,000	35,000	35,000	-8.92%



**City of Bussetton**

**Capital Acquisition Report**

**Property, Plant & Equipment, Infrastructure**

**For the Period Ended 31 May 2019**

Description	2018/19 Actual	2018/19 Amended Budget YTD	2018/19 Original Budget YTD	2018/19 Amended Budget	2018/19 Original Budget	2018/19 Budget YTD Variance
11000 Engineering & Works Services Support	55,000	50,000	50,000	50,000	50,000	10.00%
11101 Engineering Services Administration	33,844	35,000	35,000	35,000	35,000	-3.30%
11107 Engineering Services Design	34,071	35,000	35,000	35,000	35,000	-2.65%
11156 Airport Development Operations	111,350	112,500	112,500	150,000	150,000	-1.02%
11300 Sanitation Waste Services Administration	36,816	40,000	40,000	40,000	40,000	-7.96%
11401 Transport - Workshop	14,235	111,000	111,000	111,000	111,000	-87.18%
11402 Plant Purchases (P10)	857,550	1,947,000	1,927,000	1,947,000	1,927,000	-55.96%
11403 Plant Purchases (P11)	320,909	805,500	805,500	805,500	805,500	-60.16%
11404 Plant Purchases (P12)	702,606	1,180,000	1,180,000	1,470,000	1,470,000	-40.46%
11407 P&E - P&G Smart Technologies	7,598	137,500	137,500	150,000	150,000	-94.47%
11500 Operations Services Administration	110,958	110,000	110,000	110,000	110,000	0.87%
B1013 Dunsborough Bushfire Brigade	0	178,300	0	178,300	0	-100.00%
B1015 Hithergreen District Bushfire Brigade	0	465,200	0	465,200	0	-100.00%
B1024 Wilyabrup Bushfire Brigade	0	178,300	0	178,300	0	-100.00%
B1026 Yallingup Rural Bushfire Brigade	0	597,600	0	597,600	0	-100.00%
B1029 Bussetton Branch SES	1,272	0	0	97,200	0	0.00%
G0030 Bussetton Transfer Station	7,500	0	0	0	0	0.00%
G0031 Dunsborough Waste Facility	7,500	0	0	0	0	0.00%
	2,735,555	6,462,900	5,023,500	6,900,100	5,363,500	-57.67%
<b>Furniture &amp; Office Equipment</b>						
10250 Information & Communication Technology Services	8,538	42,515	42,515	46,400	46,400	-79.92%
10251 Business Systems	155,892	236,918	236,918	258,500	258,500	-34.20%
10530 Community Services Administration	0	4,587	4,587	5,000	5,000	-100.00%
10590 Naturaliste Community Centre	0	8,057	8,057	16,110	16,110	-100.00%
10591 Geopraphe Leisure Centre	12,700	59,974	59,974	63,600	63,600	-78.82%
10625 Art Geo Administration	10,000	12,000	12,000	12,000	12,000	-16.67%
10900 Cultural Planning	102,000	154,283	147,283	159,030	152,030	-33.89%
11156 Airport Development Operations	29,637	225,000	225,000	300,000	300,000	-86.83%
11160 Bussetton Jetty	0	4,587	4,587	5,000	5,000	-100.00%
B1361 YCAB (Youth Precinct Foreshore)	0	23,337	23,337	25,000	25,000	-100.00%
	318,768	771,258	764,258	890,640	883,640	-58.67%
<b>Sub-Total Property, Plant &amp; Equipment</b>	<b>4,147,501</b>	<b>23,860,202</b>	<b>22,045,921</b>	<b>25,777,241</b>	<b>23,865,760</b>	<b>-82.62%</b>
<b>&gt;&gt; Infrastructure</b>						
<b>Major Project - Bussetton Foreshore</b>						
C0029 Queen West Foreshore Carpark	178,552	186,087	186,087	203,000	203,000	-4.05%
C3065 Signal Park	48,599	66,000	66,000	72,000	72,000	-26.37%
C3094 Bussetton Foreshore - Stage 3	26,815	196,705	263,670	220,672	287,637	-86.37%
C3112 Bussetton Foreshore - Exercise Equipment	1,600	225,000	225,000	225,000	225,000	-99.29%
C3113 Bussetton Tennis Club - Infrastructure	2,160,964	3,540,988	3,540,988	3,862,894	3,862,894	-38.97%
C3150 Bussetton Foreshore Stage 3: Toddler's Playground	158,231	174,301	133,510	174,301	133,510	-9.22%
C3168 Bussetton Foreshore Jetty Precinct	1,447,181	1,513,971	1,447,006	1,645,509	1,578,544	-4.41%
C3179 Jetty Precinct Bike Racks/Bin Enclosures	10,104	11,451	11,451	12,500	12,500	-11.77%
C3180 Marine Tee Sword Planting	55,650	82,500	82,500	90,000	90,000	-32.55%
C3181 Minor Capital Improvements, Fencing, Seating, Lighting etc	9,804	18,788	18,788	20,500	20,500	-47.82%
C3182 Relocation of Veteran Car Club	73,073	250,000	250,000	250,000	250,000	-70.77%
C3183 Queen Street Look Out Art Work	0	25,000	25,000	25,000	25,000	-100.00%
C3189 Fencing Possum Park Barnard East	144	30,000	30,000	30,000	30,000	-99.52%
	4,170,717	6,320,791	6,280,000	6,831,376	6,790,585	-34.02%
<b>Major Project - Administration Building</b>						
C0043 Administration Building Carpark	613	91,663	91,663	100,000	100,000	-99.33%
	613	91,663	91,663	100,000	100,000	-99.33%
<b>Major Project - Lou Weston Oval</b>						
C3186 Lou Weston Oval - Courts	16,600	641,663	641,663	700,000	700,000	-97.41%
	16,600	641,663	641,663	700,000	700,000	-97.41%
<b>Footpaths Construction</b>						
F0035 Dunsborough Lakes Drive to N.C.C.	131,109	139,337	139,337	152,000	152,000	-5.91%
F0066 Bussell Highway Footpath Sections	393,207	540,672	540,672	589,820	589,820	-27.27%
F0075 Armitage Drive Footpath - Navigation Way to Avocet Boulevard	64,208	40,887	40,887	44,608	44,608	57.04%
F0077 Valley Road Footpath	58,945	56,826	56,826	62,000	62,000	3.73%
F0078 Signal Park Bypass New Path	59,554	64,185	64,185	70,000	70,000	-7.21%
F0079 Bovell Street Footpath	45,646	55,000	55,000	60,000	60,000	-17.01%
	752,669	896,907	896,907	978,428	978,428	-16.08%

City of Busseton

Capital Acquisition Report

Property, Plant & Equipment, Infrastructure

For the Period Ended 31 May 2019

Description	2018/19 Actual	2018/19 Amended Budget YTD	2018/19 Original Budget YTD	2018/19 Amended Budget	2018/19 Original Budget	2018/19 Budget YTD Variance
<b>Drainage Construction - Street</b>						
D0009 Busseton LIA - Geocatch Drain Partnership WSUD Improvements	2,304	27,500	27,500	30,000	30,000	-91.62%
D0015 Valley Road Drainage Upgrade	226,838	210,837	210,837	230,000	230,000	7.60%
D0017 Chain Avenue - Drainage Works	147,723	172,326	172,326	187,982	187,982	-14.28%
D0018 Centurion Way - Drainage Works	31,184	10,989	10,989	11,991	11,991	183.77%
D0019 Johnston Avenue Drainage Upgrade - Stage 2	53,849	22,913	22,913	25,000	25,000	135.02%
D0020 Glenmeer Ramble Drainage Upgrade	9,028	55,011	55,011	60,000	60,000	-83.59%
	470,945	499,576	499,576	544,973	544,973	-5.73%
<b>Car Parking Construction</b>						
C0013 Yallingup Beach Car Park	263	92,576	92,576	101,000	101,000	-99.72%
C0044 Meelup Coastal Nodes - Carpark upgrade	118,627	139,033	139,033	256,886	256,886	-14.68%
C0049 Port Geographe Marina Carparking	230,459	174,515	174,515	190,380	190,380	32.06%
	349,349	406,124	406,124	548,266	548,266	-13.98%
<b>Bridges Construction</b>						
A0022 Yallingup Beach Road Bridge - 3347	0	222,000	222,000	222,000	222,000	-100.00%
	0	222,000	222,000	222,000	222,000	-100.00%
<b>Cycleways Construction</b>						
F1018 Dunsborough Cycleway CBD to Our Lady of the Cape School	777,843	624,250	624,250	681,000	681,000	24.60%
	777,843	624,250	624,250	681,000	681,000	24.60%
<b>Townscape Construction</b>						
C1001 Queen Street Upgrade - Duchess to Kent Street	0	112,244	112,244	122,450	122,450	-100.00%
C1024 Dunsborough Road Access Improvements Stage 1	1,049,298	1,188,451	1,188,451	1,296,501	1,296,501	-11.71%
	1,049,298	1,300,695	1,300,695	1,418,951	1,418,951	-19.33%
<b>Boat Ramps Construction</b>						
C1502 Old Dunsborough Boat Ramp Finger Jetty	26,900	20,350	20,350	22,200	22,200	32.19%
C1512 Port Geographe Boat Ramp Renewal Works	0	368,869	201,663	470,810	220,000	-100.00%
	26,900	389,219	222,013	493,010	242,200	-93.09%
<b>Depot Construction</b>						
C2006 Depot Washdown Facility Upgrades	867	100,000	100,000	110,000	110,000	-99.13%
	867	100,000	100,000	110,000	110,000	-99.13%
<b>Beach Restoration</b>						
C2504 Groyne Construction	25,396	44,143	44,143	48,150	48,150	-42.47%
C2512 Sand Re-Nourishment	3,425	163,537	108,537	173,410	118,410	-97.91%
C2520 Coastal Protection Works	3,792	41,250	41,250	45,000	45,000	-90.81%
C2523 Broadwater Beach Coastal Protection Stage 1 of 4	1,152	150,000	0	150,000	0	-99.23%
C2525 Wonnerup Groynes 3, 5, & 6	6,224	275,000	275,000	300,000	300,000	-97.74%
C2526 Baudin/ Wonnerup Groynes	0	275,000	275,000	300,000	300,000	-100.00%
C2527 Storm Damage Renewal of Infrastructure	83,308	87,087	87,087	95,000	95,000	-4.34%
C2528 Craig Street Groyne and Sea Wall	21,060	250,000	0	250,000	0	-91.58%
	144,358	1,286,017	831,017	1,361,560	906,560	-88.77%
<b>Parks, Gardens &amp; Reserves</b>						
C3006 Playgrounds General - Replacement of playground equipment	3,054	15,000	15,000	15,000	15,000	-79.64%
C3007 Park Furniture Replacement - Replace aged & unsafe Equip	31,322	43,000	43,000	43,000	43,000	-27.16%
C3017 Bovell Park - Upgrade Lighting	0	79,000	0	79,000	0	-100.00%
C3024 Dunsborough Oval - Lighting Upgrade	0	50,413	50,413	55,000	55,000	-100.00%
C3048 BBQ Placement and Replacement	15,036	11,913	11,913	13,000	13,000	26.22%
C3122 Rails to Trails - Continuation of Implementation Plan	25,299	229,397	227,997	250,123	248,723	-88.97%
C3131 Elijah Circle POS	5,134	22,572	22,572	24,620	24,620	-77.25%
C3143 NCC Infrastructure	3,039	2,783	2,783	3,039	3,039	9.20%
C3145 Churchill Park	83,164	173,096	173,096	188,837	188,837	-51.96%
C3146 Dunsborough Town Centre/ Foreshore	88,012	80,168	80,168	87,457	87,457	9.78%
C3154 Administration Building Landscaping Works	19,845	18,337	18,337	20,000	20,000	8.22%
C3157 Port Geographe - Layman Road Native Tree Planting	13,819	30,393	30,393	33,158	33,158	-54.53%

**City of Bussetton**

**Capital Acquisition Report**

**Property, Plant & Equipment, Infrastructure**

**For the Period Ended 31 May 2019**

Description	2018/19 Actual	2018/19 Amended Budget YTD	2018/19 Original Budget YTD	2018/19 Amended Budget	2018/19 Original Budget	2018/19 Budget YTD Variance
C3158 Port Geographe - Casurina Replacements on Layman Road	3,436	19,338	19,338	21,100	21,100	-82.23%
C3159 Port Geographe - Burgee Cove (Western Side of Bridge)	70,887	84,832	84,832	92,543	92,543	-16.44%
C3160 Port Geographe - Reticulated POS at Layman Road	282,397	262,636	262,636	286,513	286,513	7.52%
C3163 Port Geographe - Outstanding Minor Repairs	7,497	27,500	27,500	30,000	30,000	-72.74%
C3164 Port Geographe - Reticulation Upgrade Scheme to Bore Water	373,775	305,184	305,184	332,927	332,927	22.48%
C3166 Vasse River Foreshore - Bridge to Bridge	8,921	88,786	88,786	94,317	94,317	-89.95%
C3174 Old Broadwater Farm Drink Fountain	2,930	5,000	5,000	5,000	5,000	-41.39%
C3175 Currawong Drive Drink Fountain	2,908	5,000	5,000	5,000	5,000	-41.84%
C3176 Geographe Bay Road (Earnshaw) Coastal Fencing Renewal	481	9,163	9,163	10,000	10,000	-94.75%
C3177 Shade Sail Program Dawson Park/ Cloisters	2,183	91,663	91,663	100,000	100,000	-97.62%
C3178 Ping Pong Facility at Foreshore	8,639	10,000	10,000	10,000	10,000	-13.61%
C3184 Rotary Park Entry Gateway Landscape Upgrade	0	13,500	13,500	13,500	13,500	-100.00%
C3185 Foreshore Skate Park Seating	16,045	26,000	26,000	26,000	26,000	-38.29%
C3187 Port Geographe Reticulation Upgrades	0	59,587	59,587	65,000	65,000	-100.00%
C3188 Port Geographe Capital Replacement and Tree Planting	24,509	22,913	22,913	25,000	25,000	6.96%
C3190 Mobile Grand Stands	36,267	27,500	27,500	30,000	30,000	31.88%
C3191 Armistice Centenary Program	14,651	13,637	0	13,637	0	7.44%
	1,143,249	1,828,311	1,734,274	1,972,771	1,878,734	-37.47%
<b>Cemetery Capital Works</b>						
C1604 Pioneer Cemetery Infrastructure Upgrades	0	47,663	47,663	52,000	52,000	-100.00%
C1605 Bussetton Cemetery Infrastructure Upgrades	5,301	0	0	100,000	100,000	0.00%
C1609 Pioneer Cemetery - Implement Conservation Plan	11,912	18,337	18,337	20,000	20,000	-35.04%
	17,213	66,000	66,000	172,000	172,000	-73.92%
<b>Beach Front Infrastructure Works</b>						
C1755 Dunsborough Beach Enclosure Net Replacement	95,500	90,000	90,000	90,000	90,000	6.11%
C1758 Beach Access Stairs - Bay View Crescent	909	21,000	21,000	21,000	21,000	-95.67%
C1760 King Street Reserve - Park Upgrade (Coastal Node)	126	57,500	57,500	77,500	77,500	-99.78%
	96,535	168,500	168,500	188,500	188,500	-42.71%
<b>Aged Housing - Infrastructure Works</b>						
C3451 Aged Housing Infrastructure (Upgrade)	4,332	12,210	12,210	13,300	13,300	-64.52%
	4,332	12,210	12,210	13,300	13,300	-64.52%
<b>Sanitation Infrastructure</b>						
C3479 Vidler Road Waste Site Capital Improvements	32,235	370,106	370,106	403,750	403,750	-91.29%
C3481 Transfer Station Development	45,224	405,471	405,471	442,340	442,340	-88.85%
C3485 Site Rehabilitation - Bussetton	444,731	962,500	962,500	1,050,000	1,050,000	-53.79%
	522,190	1,738,077	1,738,077	1,896,090	1,896,090	-69.96%
<b>Airport Development</b>						
C6086 Airport Construction - Air Freight Hub Stage 1	2,956,870	2,750,000	2,750,000	3,000,000	3,000,000	7.52%
C6087 Airport Construction Stage 2, Landside Civils & Services Inf	1,249,984	633,567	633,567	691,170	691,170	97.29%
C6091 Airport Construction Stage 2, Noise Management Plan	3,764	797,093	797,093	869,550	869,550	-99.53%
C6092 Airport Construction Stage 2, Airfield	972,132	1,054,163	1,054,163	1,150,000	1,150,000	-7.78%
C6095 Airport Construction Stage 2, External Services	875,136	2,108,337	2,108,337	2,300,000	2,300,000	-58.49%
C6099 Airport Development - Project Expenses	828,187	1,740,422	1,740,422	1,892,760	1,892,760	-52.41%
	6,886,073	9,083,582	9,083,582	9,903,480	9,903,480	-24.19%
<b>Main Roads</b>						
S0022 Floodgate Road	27,438	28,413	28,413	31,000	31,000	-3.43%
S0035 Strelly Street / Barlee Street Roundabout	238,608	465,346	412,500	502,846	450,000	-48.72%
S0051 Causeway Road / Rosemary Drive Roundabout	42,652	687,500	687,500	750,000	750,000	-93.80%
S0064 Peel Terrace (Stanley Pl/Cammilleri St Intersection Upgrade)	187,121	561,946	561,946	613,033	613,033	-66.70%
S0065 Metricup Road	255	0	0	0	0	0.00%
S0066 Queen Street	2,670	(4,402)	48,444	0	52,846	-160.66%
S0067 Layman Road - Reconstruction	160,243	139,777	139,777	152,487	152,487	14.64%
S0068 Georgiana Molloy Bus Bay Facilities	329,302	200,000	200,000	197,286	197,286	64.65%
S0069 Peel Terrace (Brown Street Intersection Upgrades)	4,151	229,163	229,163	250,000	250,000	-98.19%
S0317 Naturaliste Terrace Asphalt Overlay	64,311	140,327	140,327	153,080	153,080	-54.17%
S0318 Bentley Road Reseal	28,463	24,750	24,750	27,000	27,000	15.00%
S0319 Webster Road Reseal	17,010	28,413	28,413	31,000	31,000	-40.13%
S0320 Ballarat Road Reseal	54,563	68,750	68,750	75,000	75,000	-20.64%
	1,156,786	2,569,983	2,569,983	2,782,732	2,782,732	-54.99%

City of Busselton

Capital Acquisition Report

Property, Plant & Equipment, Infrastructure

For the Period Ended 31 May 2019

Description	2018/19 Actual	2018/19 Amended Budget YTD	2018/19 Original Budget YTD	2018/19 Amended Budget	2018/19 Original Budget	2018/19 Budget YTD Variance
<b>Black Spot</b>						
V0002 Eastern Link - Busselton Traffic Study	161,320	2,658,337	2,658,337	2,900,000	2,900,000	-93.93%
	161,320	2,658,337	2,658,337	2,900,000	2,900,000	-93.93%
<b>Council Roads Initiative</b>						
W0005 Kaloorup Road	38,512	35,299	35,299	38,500	38,500	9.10%
W0016 Hairpin Road	66,069	77,913	77,913	85,000	85,000	-15.20%
W0026 Yoongarillup Road	894,541	815,837	815,837	890,000	890,000	9.65%
W0055 Lindberg Road	106,915	159,038	159,038	173,500	173,500	-32.77%
W0058 Quinlup Road	44,062	72,424	72,424	79,000	79,000	-39.16%
W0074 Chapman Hill Road	21,905	32,461	32,461	35,400	35,400	-32.52%
W0084 Vasse Yallingup Siding Road	187	18,513	18,513	20,200	20,200	-98.99%
W0136 DAP Issues District ACROD Bays, ramps, signs etc	35,866	36,828	36,828	40,173	40,173	-2.61%
W0176 Signage (Alternate CBD Entry)	3,273	18,150	18,150	19,796	19,796	-81.97%
W0183 Carter Road	29,570	23,848	23,848	26,000	26,000	23.99%
W0190 Miamup Road	14,229	14,850	14,850	16,200	16,200	-4.18%
W0192 Valley Road	45,999	42,933	42,933	46,840	46,840	7.14%
W0195 Yallingup Beach Road	5,793	18,337	18,337	20,000	20,000	-68.41%
W0204 Greenfield Road (Loops) - One way layout	60,876	50,160	50,160	54,720	54,720	21.36%
W0209 Layman Road Re-Shouldering	70,715	45,837	45,837	50,000	50,000	54.27%
W0210 Lewis Road Gravel Resheet	27,920	33,000	33,000	36,000	36,000	-15.39%
W0211 Koorabin Drive Stage 2	975	45,837	45,837	50,000	50,000	-97.87%
W0212 Hamilton Way Asphalt Overlay	158,224	257,598	257,598	281,000	281,000	-38.58%
W0213 Forsythe Place Asphalt Overlay	60,656	97,526	97,526	106,400	106,400	-37.81%
W0214 McGregor Place Asphalt Overlay	29,603	43,912	43,912	47,900	47,900	-32.58%
W0215 Langridge Place Asphalt Overlay	46,645	71,687	71,687	78,200	78,200	-34.93%
W0216 Fredrick Street Partial Reconstruction	0	36,685	36,685	40,000	40,000	-100.00%
W0217 Russell Street Asphalt Overlay & Footpath	66,442	72,413	72,413	79,000	79,000	-8.25%
W0218 Herring Street Asphalt Overlay & Footpath	63,820	61,424	61,424	67,000	67,000	3.90%
W0219 Wakeford Street Asphalt Overlay	64,493	61,149	61,149	66,700	66,700	5.47%
W0220 Mann Street Asphalt Overlay	31,517	18,238	18,238	19,900	19,900	72.81%
W0221 Eagle Bay Meelup Road Reseal	12,244	13,772	13,772	15,000	15,000	-11.10%
W0222 Neville Hyder Drive & Vasse Hwy Intersection	107,297	287,000	263,087	287,000	287,000	-62.61%
W0223 Reading Street Reconstruction and Widen	172,586	169,587	169,587	185,000	185,000	1.77%
W0224 Jones Way Asphalt Overlay	110,366	325,424	325,424	355,000	355,000	-66.09%
W0225 College Avenue Reconstruction	65,023	84,337	84,337	92,000	92,000	-22.90%
W0226 Vickery/O'Donnel Asphalt Overlay	22,150	47,784	47,784	52,132	52,132	-53.65%
W0227 William Drive - Asphalt Overlay, Kerb & Drainage	67,013	209,275	209,275	228,310	228,310	-67.98%
W0228 Gaia Close Asphalt Overlay	33,691	43,450	43,450	47,400	47,400	-22.46%
W0229 Tom Cullity Drive Second Coat Seal	58,988	88,935	88,935	97,000	97,000	-33.67%
	2,638,165	3,531,461	3,507,548	3,826,271	3,826,271	-25.30%
<b>Sub-Total Infrastructure</b>	<b>20,386,022</b>	<b>34,435,366</b>	<b>33,654,419</b>	<b>37,644,708</b>	<b>36,804,070</b>	<b>-40.80%</b>
<b>Grand Total - Capital Acquisitions</b>	<b>24,533,523</b>	<b>58,295,568</b>	<b>55,700,340</b>	<b>63,421,949</b>	<b>60,669,830</b>	

City of Busseton

**Reserves Movement Report**

For The Period Ending 31 May 2019

	2018/2019 Actual	2018/2019 Amended Budget YTD	2018/2019 Original Budget YTD	2018/2019 Amended Budget	2018/2019 Original Budget	2017/2018 Actual
	\$	\$	\$	\$	\$	\$
<b>100 Airport Infrastructure Renewal and Replacement Reserve</b>						
Accumulated Reserves at Start of Year	1,325,501.46	1,325,501.46	1,325,501.46	1,325,501.46	1,325,501.46	1,428,767.68
Interest transfer to Reserves	37,479.73	22,792.00	22,792.00	24,864.00	24,864.00	36,998.87
Transfer from Muni	491,744.00	491,744.00	491,744.00	536,450.00	536,450.00	452,365.03
Transfer to Muni	(39,000.00)	(39,000.00)	(39,000.00)	(231,630.00)	(231,630.00)	(592,630.12)
	1,815,725.19	1,801,037.46	1,801,037.46	1,655,185.46	1,655,185.46	1,325,501.46
<b>136 Airport Marketing Reserve</b>						
Accumulated Reserves at Start of Year	1,583,014.10	1,583,014.10	1,583,014.10	1,583,014.10	1,583,014.10	912,986.35
Interest transfer to Reserves	70,939.49	27,225.00	27,225.00	29,700.00	29,700.00	39,347.10
Transfer from Muni	1,589,133.00	1,589,133.00	1,589,133.00	1,708,245.00	1,708,245.00	630,680.65
Transfer to Muni	0.00	(1,500,000.00)	(1,500,000.00)	(1,590,287.00)	(1,590,287.00)	0.00
	3,243,086.59	1,699,372.10	1,699,372.10	1,730,672.10	1,730,672.10	1,583,014.10
<b>143 Airport Noise Mitigation Reserve</b>						
Interest transfer to Reserves	19,424.90	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	869,550.00	869,550.00	869,550.00	869,550.00	869,550.00	0.00
Transfer to Muni	0.00	(869,550.00)	(869,550.00)	(869,550.00)	(869,550.00)	0.00
	888,974.90	0.00	0.00	0.00	0.00	0.00
<b>148 Airport Existing Terminal Building Reserve</b>						
Interest transfer to Reserves	804.52	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	39,000.00	39,000.00	39,000.00	39,000.00	39,000.00	0.00
	39,804.52	39,000.00	39,000.00	39,000.00	39,000.00	0.00
<b>106 Building Reserve</b>						
Accumulated Reserves at Start of Year	1,193,933.21	1,193,933.21	1,193,933.21	1,193,933.21	1,193,933.21	1,159,783.82
Interest transfer to Reserves	26,662.90	20,526.00	20,526.00	22,392.00	22,392.00	28,040.78
Transfer from Muni	354,182.63	354,182.63	331,342.00	891,312.81	868,472.18	28,783.76
Transfer to Muni	(328,918.00)	(293,918.00)	(293,918.00)	(690,068.00)	(661,918.00)	(22,675.15)
	1,245,860.74	1,274,723.84	1,251,883.21	1,417,570.02	1,422,879.39	1,193,933.21
<b>404 Barnard Park Sports Pavilion Building Reserve</b>						
Interest transfer to Reserves	143.07	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	9,625.00	9,625.00	9,625.00	10,500.00	10,500.00	0.00
	9,768.07	9,625.00	9,625.00	10,500.00	10,500.00	0.00
<b>405 Railway House Building Reserve</b>						
Interest transfer to Reserves	224.82	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	15,125.00	15,125.00	15,125.00	16,500.00	16,500.00	0.00
	15,349.82	15,125.00	15,125.00	16,500.00	16,500.00	0.00
<b>406 Youth and Community Activities Building Reserve</b>						
Interest transfer to Reserves	613.15	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	41,250.00	41,250.00	41,250.00	45,000.00	45,000.00	0.00
	41,863.15	41,250.00	41,250.00	45,000.00	45,000.00	0.00
<b>407 Busseton Library Building Reserve</b>						
Interest transfer to Reserves	1,282.37	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	72,000.00	72,000.00	72,000.00	83,580.00	83,580.00	0.00
Transfer to Muni	0.00	0.00	0.00	(11,000.00)	(11,000.00)	0.00
	73,282.37	72,000.00	72,000.00	72,580.00	72,580.00	0.00
<b>131 Busseton Community Resource Centre</b>						
Accumulated Reserves at Start of Year	156,653.93	156,653.93	156,653.93	156,653.93	156,653.93	123,721.93
Interest transfer to Reserves	3,996.27	2,695.00	2,695.00	2,940.00	2,940.00	3,331.16
Transfer from Muni	22,074.00	22,074.00	22,074.00	29,433.00	29,433.00	29,600.84
	182,724.20	181,422.93	181,422.93	189,026.93	189,026.93	156,653.93
<b>408 Busseton Jetty Tourist Park Reserve</b>						
Interest transfer to Reserves	2,973.97	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	200,079.00	200,079.00	200,079.00	218,272.00	218,272.00	0.00
Transfer to Muni	0.00	(214,400.00)	(214,400.00)	(214,400.00)	(214,400.00)	0.00
	203,052.97	(14,321.00)	(14,321.00)	3,872.00	3,872.00	0.00
<b>409 Geographe Leisure Centre Building Reserve</b>						
Interest transfer to Reserves	7,309.07	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	410,663.00	410,663.00	410,663.00	476,640.00	476,640.00	0.00
Transfer to Muni	(75,000.00)	(225,000.00)	(225,000.00)	(290,000.00)	(290,000.00)	0.00
	342,972.07	185,663.00	185,663.00	186,640.00	186,640.00	0.00

City of Busseton

**Reserves Movement Report**

For The Period Ending 31 May 2019

	2018/2019 Actual	2018/2019 Amended Budget YTD	2018/2019 Original Budget YTD	2018/2019 Amended Budget	2018/2019 Original Budget	2017/2018 Actual
	\$	\$	\$	\$	\$	\$
<b>331 Joint Venture Aged Housing Reserve</b>						
Accumulated Reserves at Start of Year	997,854.77	997,854.77	997,854.77	997,854.77	997,854.77	874,987.03
Interest transfer to Reserves	25,442.78	17,160.00	17,160.00	18,720.00	18,720.00	23,462.75
Transfer from Muni	162,063.00	162,063.00	162,063.00	176,800.00	176,800.00	124,404.99
Transfer to Muni	0.00	0.00	0.00	(156,500.00)	(121,500.00)	(25,000.00)
	1,185,360.55	1,177,077.77	1,177,077.77	1,036,874.77	1,071,874.77	997,854.77
<b>403 Aged Housing Resident Funded (Council)</b>						
Accumulated Reserves at Start of Year	186,717.69	186,717.69	186,717.69	186,717.69	186,717.69	175,334.77
Interest transfer to Reserves	4,329.86	3,212.00	3,212.00	3,504.00	3,504.00	4,514.14
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	6,868.78
Transfer to Muni	0.00	0.00	0.00	(66,200.00)	(66,200.00)	0.00
	191,047.55	189,929.69	189,929.69	124,021.69	124,021.69	186,717.69
<b>410 Naturaliste Community Centre Building Reserve</b>						
Interest transfer to Reserves	2,355.14	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	139,781.00	139,781.00	139,781.00	159,078.00	159,078.00	0.00
Transfer to Muni	(90,000.00)	(100,000.00)	(100,000.00)	(100,000.00)	(100,000.00)	0.00
	52,136.14	39,781.00	39,781.00	59,078.00	59,078.00	0.00
<b>411 Civic and Administration Building Reserve</b>						
Interest transfer to Reserves	2,520.73	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	169,587.00	169,587.00	169,587.00	185,000.00	185,000.00	0.00
	172,107.73	169,587.00	169,587.00	185,000.00	185,000.00	0.00
<b>110 Jetty Maintenance Reserve</b>						
Accumulated Reserves at Start of Year	4,193,450.51	4,193,450.51	4,193,450.51	4,193,450.51	4,193,450.51	3,158,774.78
Interest transfer to Reserves	99,626.18	72,105.00	72,105.00	78,660.00	78,660.00	84,237.74
Transfer from Muni	420,970.75	409,990.00	409,990.00	1,249,044.00	1,249,044.00	1,199,232.64
Transfer to Muni	(300,000.00)	(330,000.00)	(330,000.00)	(1,552,610.00)	(1,552,610.00)	(248,794.65)
	4,414,047.44	4,345,545.51	4,345,545.51	3,968,544.51	3,968,544.51	4,193,450.51
<b>150 Jetty Self Insurance Reserve</b>						
Interest transfer to Reserves	4,905.08	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	330,000.00	330,000.00	330,000.00	360,000.00	360,000.00	0.00
	334,905.08	330,000.00	330,000.00	360,000.00	360,000.00	0.00
<b>222 Asset Depreciation Reserve</b>						
Accumulated Reserves at Start of Year	563,412.18	563,412.18	563,412.18	563,412.18	563,412.18	570,623.01
Interest transfer to Reserves	12,904.78	9,691.00	9,691.00	10,572.00	10,572.00	13,499.02
Transfer to Muni	0.00	0.00	0.00	(573,984.18)	(573,984.18)	(20,709.85)
	576,316.96	573,103.18	573,103.18	0.00	0.00	563,412.18
<b>223 Road Asset Renewal Reserve</b>						
Accumulated Reserves at Start of Year	1,299,765.50	1,299,765.50	1,299,765.50	1,299,765.50	1,299,765.50	505,707.47
Interest transfer to Reserves	48,175.19	22,352.00	22,352.00	24,384.00	24,384.00	33,919.73
Transfer from Muni	2,338,380.00	2,338,380.00	2,338,380.00	2,550,956.00	2,550,956.00	2,200,270.00
Transfer to Muni	(2,168,399.29)	(194,182.00)	(194,182.00)	(3,875,096.00)	(3,875,096.00)	(1,440,131.70)
	1,517,921.40	3,466,315.50	3,466,315.50	9.50	9.50	1,299,765.50
<b>224 Footpath/ Cycle Ways Reserve</b>						
Interest transfer to Reserves	3,159.86	0.00	0.00	0.00	0.00	0.00
Transfer from Muni	212,586.00	212,586.00	212,586.00	231,906.00	231,906.00	0.00
Transfer to Muni	0.00	0.00	0.00	(231,906.00)	(231,906.00)	0.00
	215,745.86	212,586.00	212,586.00	0.00	0.00	0.00
<b>115 Plant Replacement Reserve</b>						
Accumulated Reserves at Start of Year	2,185,395.64	2,185,395.64	2,185,395.64	2,185,395.64	2,185,395.64	2,325,777.71
Interest transfer to Reserves	59,577.34	37,576.00	37,576.00	40,992.00	40,992.00	57,071.07
Transfer from Muni	775,126.00	775,126.00	775,126.00	845,588.00	845,588.00	751,597.95
Transfer to Muni	(658,947.58)	(2,017,150.00)	(2,017,150.00)	(2,179,650.00)	(2,179,650.00)	(949,051.09)
	2,361,151.40	980,947.64	980,947.64	892,325.64	892,325.64	2,185,395.64
<b>137 Busseton Traffic Study Implementation Reserve</b>						
Accumulated Reserves at Start of Year	432,138.26	432,138.26	432,138.26	432,138.26	432,138.26	0.00
Interest transfer to Reserves	27,262.39	7,436.00	7,436.00	8,112.00	8,112.00	7,153.02
Transfer from Muni	1,126,366.00	1,126,366.00	1,126,366.00	1,211,110.00	1,211,110.00	501,952.00
Transfer to Muni	0.00	(1,000,000.00)	(1,000,000.00)	(1,650,000.00)	(1,650,000.00)	(76,966.76)
	1,585,766.65	565,940.26	565,940.26	1,360.26	1,360.26	432,138.26

City of Busseton

**Reserves Movement Report**

For The Period Ending 31 May 2019

	2018/2019 Actual	2018/2019 Amended Budget YTD	2018/2019 Original Budget YTD	2018/2019 Amended Budget	2018/2019 Original Budget	2017/2018 Actual
	\$	\$	\$	\$	\$	\$
<b>132 CBD Enhancement Reserve</b>						
Accumulated Reserves at Start of Year	122,490.23	122,490.23	122,490.23	122,490.23	122,490.23	84,897.67
Interest transfer to Reserves	3,394.54	2,101.00	2,101.00	2,292.00	2,292.00	2,472.56
Transfer from Muni	33,750.00	33,750.00	33,750.00	45,000.00	45,000.00	35,120.00
Transfer to Muni	0.00	0.00	0.00	(120,000.00)	(120,000.00)	0.00
	159,634.77	158,341.23	158,341.23	49,782.23	49,782.23	122,490.23
<b>127 New Infrastructure Development Reserve</b>						
Accumulated Reserves at Start of Year	1,834,714.76	1,834,714.76	1,834,714.76	1,834,714.76	1,834,714.76	2,033,639.44
Interest transfer to Reserves	46,994.69	31,548.00	31,548.00	34,416.00	34,416.00	51,007.57
Transfer from Muni	376,695.00	376,695.00	376,695.00	410,941.00	410,941.00	653,105.00
Transfer to Muni	(70,000.00)	(1,295,000.00)	(1,295,000.00)	(1,670,740.00)	(1,470,740.00)	(903,037.25)
	2,188,404.45	947,957.76	947,957.76	609,331.76	809,331.76	1,834,714.76
<b>141 CPA Infrastructure Road Upgrades Reserve</b>						
Accumulated Reserves at Start of Year	225,574.67	225,574.67	225,574.67	225,574.67	225,574.67	0.00
Interest transfer to Reserves	5,198.81	3,883.00	3,883.00	4,236.00	4,236.00	4,804.44
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	220,770.23
	230,773.48	229,457.67	229,457.67	229,810.67	229,810.67	225,574.67
<b>114 City Car Parking and Access Reserve</b>						
Accumulated Reserves at Start of Year	875,925.14	875,925.14	875,925.14	875,925.14	875,925.14	623,501.69
Interest transfer to Reserves	27,316.11	15,059.00	15,059.00	16,428.00	16,428.00	19,219.69
Transfer from Muni	493,196.00	493,196.00	493,196.00	538,024.00	538,024.00	440,050.00
Transfer to Muni	0.00	(1,050,000.00)	(1,050,000.00)	(1,312,249.00)	(1,312,249.00)	(206,846.24)
	1,396,437.25	334,180.14	334,180.14	118,128.14	118,128.14	875,925.14
<b>107 Corporate IT System Programme</b>						
Accumulated Reserves at Start of Year	78,625.03	78,625.03	78,625.03	78,625.03	78,625.03	125,981.19
Interest transfer to Reserves	1,617.34	1,353.00	1,353.00	1,476.00	1,476.00	2,966.44
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(50,322.60)
	80,242.37	79,978.03	79,978.03	80,101.03	80,101.03	78,625.03
<b>133 Election, Valuation and Corporate Expenses Reserve</b>						
Accumulated Reserves at Start of Year	149,557.64	149,557.64	149,557.64	149,557.64	149,557.64	331,552.54
Interest transfer to Reserves	7,329.14	2,574.00	2,574.00	2,808.00	2,808.00	9,521.18
Transfer from Muni	321,695.00	321,695.00	321,695.00	350,949.00	350,949.00	177,904.00
Transfer to Muni	0.00	0.00	0.00	(10,300.00)	(10,300.00)	(369,420.08)
	478,581.78	473,826.64	473,826.64	493,014.64	493,014.64	149,557.64
<b>111 Legal Expenses Reserve</b>						
Accumulated Reserves at Start of Year	557,904.00	557,904.00	557,904.00	557,904.00	557,904.00	544,831.88
Interest transfer to Reserves	13,799.53	9,592.00	9,592.00	10,464.00	10,464.00	13,072.12
Transfer from Muni	61,364.00	61,364.00	0.00	61,364.00	0.00	0.00
Transfer to Muni	0.00	0.00	0.00	(30,000.00)	(30,000.00)	0.00
	633,067.53	628,860.00	567,496.00	599,732.00	538,368.00	557,904.00
<b>202 Long Service Leave Reserve</b>						
Accumulated Reserves at Start of Year	3,111,698.09	3,111,698.09	3,111,698.09	3,111,698.09	3,111,698.09	2,763,368.00
Interest transfer to Reserves	87,161.66	53,504.00	53,504.00	58,368.00	58,368.00	56,523.18
Transfer from Muni	229,163.00	229,163.00	229,163.00	250,000.00	250,000.00	676,352.91
Transfer to Muni	0.00	0.00	0.00	(606,308.00)	(606,308.00)	(384,546.00)
	3,428,022.75	3,394,365.09	3,394,365.09	2,813,758.09	2,813,758.09	3,111,698.09
<b>203 Professional Development Reserve</b>						
Accumulated Reserves at Start of Year	113,024.66	113,024.66	113,024.66	113,024.66	113,024.66	95,329.27
Interest transfer to Reserves	3,397.71	1,947.00	1,947.00	2,124.00	2,124.00	3,023.86
Transfer from Muni	64,163.00	64,163.00	64,163.00	70,000.00	70,000.00	75,000.00
Transfer to Muni	0.00	0.00	0.00	(70,000.00)	(70,000.00)	(60,328.47)
	180,585.37	179,134.66	179,134.66	115,148.66	115,148.66	113,024.66
<b>204 Sick Pay Incentive Reserve</b>						
Accumulated Reserves at Start of Year	175,935.04	175,935.04	175,935.04	175,935.04	175,935.04	146,379.59
Interest transfer to Reserves	4,735.51	3,025.00	3,025.00	3,300.00	3,300.00	2,902.35
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	80,588.53
Transfer to Muni	0.00	0.00	0.00	(70,000.00)	(70,000.00)	(53,935.43)
	180,670.55	178,960.04	178,960.04	109,235.04	109,235.04	175,935.04
<b>124 Workers Compensation Contingency Reserve</b>						
Accumulated Reserves at Start of Year	356,227.48	356,227.48	356,227.48	356,227.48	356,227.48	322,008.37
Interest transfer to Reserves	8,162.30	6,127.00	6,127.00	6,684.00	6,684.00	8,469.11
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	50,750.00
Transfer to Muni	0.00	0.00	0.00	(60,000.00)	(60,000.00)	(25,000.00)
	364,389.78	362,354.48	362,354.48	302,911.48	302,911.48	356,227.48

City of Bussetlon

**Reserves Movement Report**

For The Period Ending 31 May 2019

	2018/2019 Actual	2018/2019 Amended Budget YTD	2018/2019 Original Budget YTD	2018/2019 Amended Budget	2018/2019 Original Budget	2017/2018 Actual
	\$	\$	\$	\$	\$	\$
<b>302 Community Facilities - City District</b>						
Accumulated Reserves at Start of Year	2,303,095.83	2,303,095.83	2,303,095.83	2,303,095.83	2,303,095.83	2,103,562.86
Interest transfer to Reserves	55,851.64	39,600.00	39,600.00	43,200.00	43,200.00	49,430.64
Transfer from Muni	232,223.17	544,390.00	544,390.00	593,880.00	593,880.00	381,473.53
Transfer to Muni	(40,000.00)	0.00	0.00	(643,415.00)	(643,415.00)	(231,371.20)
	2,551,170.64	2,887,085.83	2,887,085.83	2,296,760.83	2,296,760.83	2,303,095.83
<b>304 Community Facilities - Broadwater</b>						
Accumulated Reserves at Start of Year	138,048.48	138,048.48	138,048.48	138,048.48	138,048.48	108,039.51
Interest transfer to Reserves	3,347.14	2,376.00	2,376.00	2,592.00	2,592.00	2,907.17
Transfer from Muni	16,818.30	26,598.00	26,598.00	29,020.00	29,020.00	27,101.80
	158,213.92	167,022.48	167,022.48	169,660.48	169,660.48	138,048.48
<b>303 Community Facilities - Bussetlon</b>						
Accumulated Reserves at Start of Year	34,546.40	34,546.40	34,546.40	34,546.40	34,546.40	93,422.75
Interest transfer to Reserves	871.51	594.00	594.00	648.00	648.00	461.74
Transfer from Muni	7,640.70	46,354.00	46,354.00	50,560.00	50,560.00	21,731.91
Transfer to Muni	0.00	0.00	0.00	(80,000.00)	(20,000.00)	(81,070.00)
	43,058.61	81,494.40	81,494.40	5,754.40	65,754.40	34,546.40
<b>305 Community Facilities - Dunsborough</b>						
Accumulated Reserves at Start of Year	166,327.12	166,327.12	166,327.12	166,327.12	166,327.12	147,095.42
Interest transfer to Reserves	4,183.57	2,860.00	2,860.00	3,120.00	3,120.00	3,714.84
Transfer from Muni	17,185.66	72,050.00	72,050.00	78,600.00	78,600.00	15,516.86
	187,696.35	241,237.12	241,237.12	248,047.12	248,047.12	166,327.12
<b>311 Community Facilities - Dunsborough Lakes Estate</b>						
Accumulated Reserves at Start of Year	525,105.39	525,105.39	525,105.39	525,105.39	525,105.39	153,792.54
Interest transfer to Reserves	17,833.96	9,031.00	9,031.00	9,852.00	9,852.00	9,041.85
Transfer from Muni	378,036.00	447,128.00	447,128.00	487,780.00	487,780.00	362,271.00
	920,975.35	981,264.39	981,264.39	1,022,737.39	1,022,737.39	525,105.39
<b>306 Community Facilities - Geographe</b>						
Accumulated Reserves at Start of Year	95,061.38	95,061.38	95,061.38	95,061.38	95,061.38	55,970.01
Interest transfer to Reserves	2,218.27	1,639.00	1,639.00	1,788.00	1,788.00	1,777.79
Transfer from Muni	1,360.20	5,654.00	5,654.00	6,170.00	6,170.00	37,313.58
	98,639.85	102,354.38	102,354.38	103,019.38	103,019.38	95,061.38
<b>310 Community Facilities - Port Geographe</b>						
Accumulated Reserves at Start of Year	335,116.76	335,116.76	335,116.76	335,116.76	335,116.76	327,264.72
Interest transfer to Reserves	7,723.40	5,764.00	5,764.00	6,288.00	6,288.00	7,852.04
	342,840.16	340,880.76	340,880.76	341,404.76	341,404.76	335,116.76
<b>309 Community Facilities - Vasse</b>						
Accumulated Reserves at Start of Year	589,760.45	589,760.45	589,760.45	589,760.45	589,760.45	901,072.26
Interest transfer to Reserves	13,649.59	10,142.00	10,142.00	11,064.00	11,064.00	17,542.06
Transfer from Muni	10,976.42	417,505.00	417,505.00	455,460.00	455,460.00	6,666.62
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(335,520.49)
	614,386.46	1,017,407.45	1,017,407.45	1,056,284.45	1,056,284.45	589,760.45
<b>308 Community Facilities - Airport North</b>						
Accumulated Reserves at Start of Year	2,826,296.71	2,826,296.71	2,826,296.71	2,826,296.71	2,826,296.71	2,760,074.43
Interest transfer to Reserves	65,137.48	48,598.00	48,598.00	53,016.00	53,016.00	66,222.28
Transfer from Muni	72,624.00	194,414.00	194,414.00	212,080.00	212,080.00	0.00
	2,964,058.19	3,069,308.71	3,069,308.71	3,091,392.71	3,091,392.71	2,826,296.71
<b>130 Locke Estate Reserve</b>						
Accumulated Reserves at Start of Year	0.00	0.00	0.00	0.00	0.00	129,971.14
Interest transfer to Reserves	871.97	0.00	0.00	0.00	0.00	2,963.03
Transfer from Muni	58,663.00	58,663.00	58,663.00	64,000.00	64,000.00	64,000.00
Transfer to Muni	0.00	0.00	0.00	(64,000.00)	(64,000.00)	(196,934.17)
	59,534.97	58,663.00	58,663.00	0.00	0.00	0.00
<b>122 Port Geographe Development Reserve</b>						
Accumulated Reserves at Start of Year	1,455,440.82	1,455,440.82	1,455,440.82	1,455,440.82	1,455,440.82	1,534,670.81
Interest transfer to Reserves	30,424.36	25,025.00	25,025.00	27,300.00	27,300.00	35,863.99
Transfer from Muni	45,837.00	45,837.00	45,837.00	50,000.00	50,000.00	0.00
Transfer to Muni	(717,396.64)	0.00	0.00	(1,125,591.00)	(999,781.00)	(115,093.98)
	814,305.54	1,526,302.82	1,526,302.82	407,149.82	532,959.82	1,455,440.82
<b>123 Port Geographe Waterways Managment Reserve (SAR)</b>						
Accumulated Reserves at Start of Year	3,387,485.07	3,387,485.07	3,387,485.07	3,387,485.07	3,387,485.07	3,422,821.20
Interest transfer to Reserves	80,471.54	58,245.00	58,245.00	63,540.00	63,540.00	81,230.24
Transfer from Muni	171,941.00	171,941.00	171,941.00	187,573.00	187,573.00	183,433.63
Transfer to Muni	(20,000.00)	(20,000.00)	(20,000.00)	(337,800.00)	(337,800.00)	(300,000.00)
	3,619,897.61	3,597,671.07	3,597,671.07	3,300,798.07	3,300,798.07	3,387,485.07



City of Busseton

**Reserves Movement Report**

For The Period Ending 31 May 2019

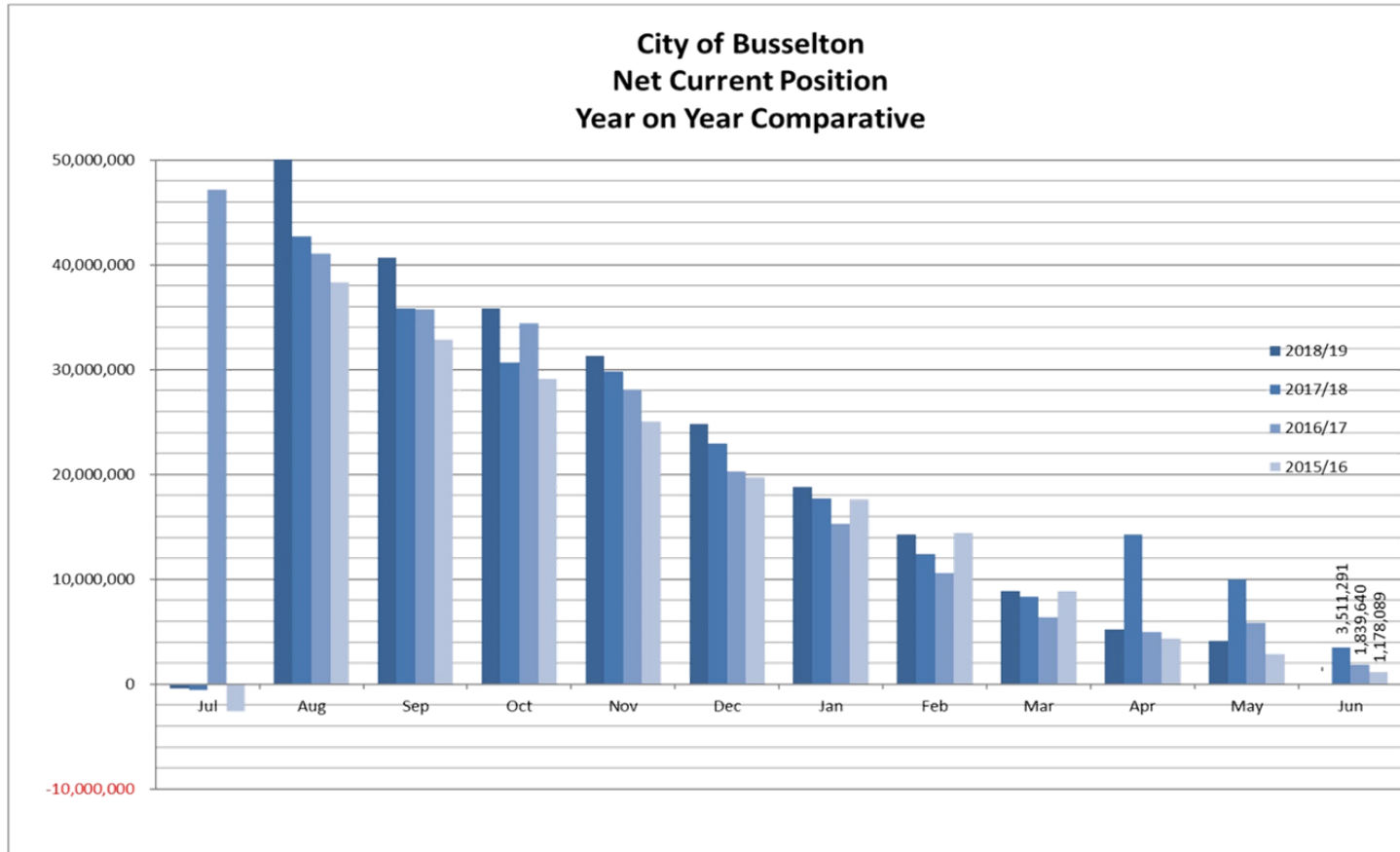
	2018/2019 Actual	2018/2019 Amended Budget YTD	2018/2019 Original Budget YTD	2018/2019 Amended Budget	2018/2019 Original Budget	2017/2018 Actual
	\$	\$	\$	\$	\$	\$
<b>126 Provenge Landscape Maintenance Reserve (SAR)</b>						
Accumulated Reserves at Start of Year	1,101,707.78	1,101,707.78	1,101,707.78	1,101,707.78	1,101,707.78	1,001,808.42
Interest transfer to Reserves	27,495.04	18,942.00	18,942.00	20,664.00	20,664.00	26,306.82
Transfer from Muni	152,878.00	152,878.00	152,878.00	166,778.00	166,778.00	163,821.22
Transfer to Muni	0.00	0.00	0.00	(162,645.00)	(162,645.00)	(90,228.68)
	1,282,080.82	1,273,527.78	1,273,527.78	1,126,504.78	1,126,504.78	1,101,707.78
<b>128 Vasse Newtown Landscape Maintenance Reserve (SAR)</b>						
Accumulated Reserves at Start of Year	535,722.24	535,722.24	535,722.24	535,722.24	535,722.24	485,466.16
Interest transfer to Reserves	14,325.61	9,207.00	9,207.00	10,044.00	10,044.00	13,173.43
Transfer from Muni	156,189.00	156,189.00	156,189.00	170,390.00	170,390.00	168,932.54
Transfer to Muni	0.00	0.00	0.00	(174,860.00)	(174,860.00)	(131,849.89)
	706,236.85	701,118.24	701,118.24	541,296.24	541,296.24	535,722.24
<b>138 CPA Bushfire Facilities Reserve</b>						
Accumulated Reserves at Start of Year	55,861.58	55,861.58	55,861.58	55,861.58	55,861.58	0.00
Interest transfer to Reserves	1,287.42	957.00	957.00	1,044.00	1,044.00	1,189.78
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	54,671.80
	57,149.00	56,818.58	56,818.58	56,905.58	56,905.58	55,861.58
<b>139 CPA Community Facilities Dunsborough Lakes South Reserve</b>						
Accumulated Reserves at Start of Year	70,848.15	70,848.15	70,848.15	70,848.15	70,848.15	0.00
Interest transfer to Reserves	1,632.81	1,221.00	1,221.00	1,332.00	1,332.00	1,508.95
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	69,339.20
	72,480.96	72,069.15	72,069.15	72,180.15	72,180.15	70,848.15
<b>140 CPA Community Facilities South Biddle Precinct Reserve</b>						
Accumulated Reserves at Start of Year	1,030,368.46	1,030,368.46	1,030,368.46	1,030,368.46	1,030,368.46	0.00
Interest transfer to Reserves	23,746.82	17,721.00	17,721.00	19,332.00	19,332.00	26,544.32
Transfer from Muni	0.00	0.00	0.00	0.00	0.00	1,003,824.14
Transfer to Muni	0.00	0.00	0.00	(200,000.00)	(200,000.00)	0.00
	1,054,115.28	1,048,089.46	1,048,089.46	849,700.46	849,700.46	1,030,368.46
<b>321 Busseton Area Drainage and Waterways Improvement Reserve</b>						
Accumulated Reserves at Start of Year	548,820.67	548,820.67	548,820.67	548,820.67	548,820.67	609,789.27
Interest transfer to Reserves	12,356.11	9,438.00	9,438.00	10,296.00	10,296.00	14,630.64
Transfer to Muni	0.00	0.00	0.00	(169,317.00)	(169,317.00)	(75,599.24)
	561,176.78	558,258.67	558,258.67	389,799.67	389,799.67	548,820.67
<b>102 Climate Adaptation Reserve</b>						
Accumulated Reserves at Start of Year	2,472,424.34	2,472,424.34	2,472,424.34	2,472,424.34	2,472,424.34	1,900,992.93
Interest transfer to Reserves	64,000.71	42,515.00	42,515.00	46,380.00	46,380.00	50,101.34
Transfer from Muni	425,084.00	425,084.00	425,084.00	527,732.00	527,732.00	650,654.17
Transfer to Muni	0.00	0.00	0.00	(1,317,290.00)	(1,091,290.00)	(129,324.10)
	2,961,509.05	2,940,023.34	2,940,023.34	1,729,246.34	1,955,246.34	2,472,424.34
<b>144 Emergency Disaster Recovery Reserve</b>						
Accumulated Reserves at Start of Year	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	0.00
Interest transfer to Reserves	1,635.26	858.00	858.00	936.00	936.00	0.00
Transfer from Muni	19,337.40	19,337.40	18,337.00	21,000.40	20,000.00	50,000.00
	70,972.66	70,195.40	69,195.00	71,936.40	70,936.00	50,000.00
<b>145 Energy Sustainability Reserve</b>						
Accumulated Reserves at Start of Year	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	0.00
Interest transfer to Reserves	4,054.10	1,716.00	1,716.00	1,872.00	1,872.00	0.00
Transfer from Muni	91,663.00	91,663.00	91,663.00	100,000.00	100,000.00	100,000.00
Transfer to Muni	0.00	0.00	0.00	(120,000.00)	(120,000.00)	0.00
	195,717.10	193,379.00	193,379.00	81,872.00	81,872.00	100,000.00
<b>146 Cemetery Reserve</b>						
Accumulated Reserves at Start of Year	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	0.00
Interest transfer to Reserves	3,729.87	1,716.00	1,716.00	1,872.00	1,872.00	0.00
Transfer from Muni	69,850.00	69,850.00	69,850.00	76,200.00	76,200.00	100,000.00
Transfer to Muni	0.00	0.00	0.00	(120,000.00)	(120,000.00)	0.00
	173,579.87	171,566.00	171,566.00	58,072.00	58,072.00	100,000.00
<b>341 Public Art Reserve</b>						
Accumulated Reserves at Start of Year	229,685.21	229,685.21	229,685.21	229,685.21	229,685.21	94,836.29
Interest transfer to Reserves	5,239.36	3,949.00	3,949.00	4,308.00	4,308.00	5,367.42
Transfer from Muni	0.00	91,663.00	91,663.00	100,000.00	100,000.00	143,481.50
Transfer to Muni	0.00	0.00	0.00	(167,185.00)	(143,000.00)	(14,000.00)
	234,924.57	325,297.21	325,297.21	166,808.21	190,993.21	229,685.21

City of Busselton

**Reserves Movement Report**

For The Period Ending 31 May 2019

	2018/2019 Actual	2018/2019 Amended Budget YTD	2018/2019 Original Budget YTD	2018/2019 Amended Budget	2018/2019 Original Budget	2017/2018 Actual
	\$	\$	\$	\$	\$	\$
<b>121 Waste Management Facility and Plant Reserve</b>						
Accumulated Reserves at Start of Year	7,881,068.17	7,881,068.17	7,881,068.17	7,881,068.17	7,881,068.17	7,578,591.65
Interest transfer to Reserves	185,840.56	135,520.00	135,520.00	147,840.00	147,840.00	201,558.61
Transfer from Muni	1,312,542.00	1,312,542.00	1,312,542.00	1,431,862.00	1,431,862.00	2,007,303.35
Transfer to Muni	(893,157.18)	(3,810,590.00)	(3,810,590.00)	(4,160,590.00)	(4,140,590.00)	(1,906,385.44)
	8,486,293.55	5,518,540.17	5,518,540.17	5,300,180.17	5,320,180.17	7,881,068.17
<b>120 Strategic Projects Reserve</b>						
Accumulated Reserves at Start of Year	226,213.20	226,213.20	226,213.20	226,213.20	226,213.20	230,336.88
Interest transfer to Reserves	5,443.21	3,883.00	3,883.00	4,236.00	4,236.00	5,792.39
Transfer from Muni	22,913.00	22,913.00	22,913.00	25,000.00	25,000.00	25,000.00
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(34,916.07)
	254,569.41	253,009.20	253,009.20	255,449.20	255,449.20	226,213.20
<b>129 Untied Grants Reserve</b>						
Accumulated Reserves at Start of Year	0.00	0.00	0.00	0.00	0.00	1,146,659.00
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(1,146,659.00)
	0.00	0.00	0.00	0.00	0.00	0.00
<b>134 Civic and Administration Centre Construction Reserve</b>						
Accumulated Reserves at Start of Year	0.00	0.00	0.00	0.00	0.00	444,863.46
Transfer to Muni	0.00	0.00	0.00	0.00	0.00	(444,863.46)
	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Cash Back Reserves</b>	<b>58,515,364.98</b>	<b>51,575,712.23</b>	<b>51,490,507.20</b>	<b>40,257,675.23</b>	<b>40,891,615.20</b>	<b>47,978,518.20</b>
<b>Summary Reserves</b>						
Accumulated Reserves at Start of Year	47,978,518.20	47,978,518.20	47,978,518.20	47,978,518.20	47,978,518.20	43,539,055.90
Interest transfer to Reserves	1,304,592.24	825,000.00	825,000.00	900,000.00	900,000.00	1,130,739.25
Transfer from Muni	14,633,073.23	15,730,984.03	15,645,779.00	18,454,328.21	18,369,123.18	13,971,934.16
Transfer to Muni	(5,400,818.69)	(12,958,790.00)	(12,958,790.00)	(27,075,171.18)	(26,356,026.18)	(10,663,211.11)
<b>Closing Balance</b>	<b>58,515,364.98</b>	<b>51,575,712.23</b>	<b>51,490,507.20</b>	<b>40,257,675.23</b>	<b>40,891,615.20</b>	<b>47,978,518.20</b>





## 12.2 Finance Committee - 20/06/2019 - BUDGET AMENDMENT REQUEST / REVIEW

<b>SUBJECT INDEX:</b>	Budget Planning and Reporting
<b>STRATEGIC OBJECTIVE:</b>	Governance systems, process and practices are responsible, ethical and transparent.
<b>BUSINESS UNIT:</b>	Finance and Corporate Services
<b>ACTIVITY UNIT:</b>	Financial Services
<b>REPORTING OFFICER:</b>	Acting Manager Financial Services - Jeffrey Corker
<b>AUTHORISING OFFICER:</b>	Director Finance and Corporate Services - Tony Nottle
<b>VOTING REQUIREMENT:</b>	Absolute Majority
<b>ATTACHMENTS:</b>	

**This item was considered by the Finance Committee at its meeting on 20 June 2019, the recommendations from which have been included in this report.**

### **PRÉCIS**

This report seeks recommendation of the Finance Committee to Council for the approval of budget amendments as detailed in this report. Adoption of the Officers recommendation will result in no change to the City's current amended budgeted surplus position of \$0.

### **BACKGROUND**

Council adopted its 2018/2019 municipal budget on Wednesday, 25 July 2018 with a balanced budget position.

Since this time Council has been advised of certain expense changes that have impacted the original budget and Council is now being asked to consider budget amendments for the following key areas/projects:

#### **1. West Street Drainage**

### **STATUTORY ENVIRONMENT**

Section 6.8 of the *Local Government Act 1995* refers to expenditure from the municipal fund that is not included in the annual budget. In the context of this report, where no budget allocation exists, expenditure is not to be incurred until such time as it is authorised in advance, by an absolute majority decision of the Council.

### **RELEVANT PLANS AND POLICIES**

There are multiple plans and policies that support the proposed budget amendments.

### **FINANCIAL IMPLICATIONS**

Budget amendments being sought will result in no change to Council's budget surplus position of \$0.

### **LONG-TERM FINANCIAL PLAN IMPLICATIONS**

There are no Long Term Financial Plan implications in relation to this item.

## STRATEGIC COMMUNITY OBJECTIVES

This matter principally aligns with Key Goal Area 6 – ‘Leadership’ and more specifically Community Objective 6.1 - ‘Governance systems, process and practices are responsible, ethical and transparent’.

## RISK ASSESSMENT

There is a risk to the City, as there is with all projects undertaken, that the final cost could exceed budget. If this looks to be the case Council will be notified so a suitable offset / project scope back can be identified.

## CONSULTATION

No external consultation was considered necessary in relation to the budget amendments.

## OFFICER COMMENT

The Officer recommends the following requested budget amendment to the Finance Committee for consideration and recommendation to Council.

### 1. West Street Drainage

This budget amendment seeks to transfer \$30,000 of the Glenmeer Ramble Drainage Project budget (D0020) to a new project titled West Street Drainage.

During a high rainfall event in May 2018 localised flooding occurred on West Street adjacent the recently developed Aldi and Kmart complex. Stormwater from the road (West Street) and overflow from the new carpark inundated 100 (Lot 16) West Street causing flood damage to the property. A design to bypass the flow of stormwater through to the existing wetland has been completed. These mitigation works are estimated to cost in the order of \$30,000. Due to the high risk of further stormwater flooding these works have been identified as urgent.

The drainage work at Glenmeer Ramble scheduled for this financial year have been postponed and relisted in the 2019/2020 budget.

### Planned Expenditure Item

Officers propose that the 2018/2019 adopted budget be amended to reflect the following funding changes, shown in Table 1.

**Table 1:**

<i>Cost Code</i>	<i>Description</i>	<i>Current Budget</i>	<i>Change</i>	<i>Resulting Proposed Amended Budget</i>
<b>Expenditure</b>				
541.D0020.3035.0000	Glenmeer Ramble drainage project - Wages	\$11,780	-\$6,431	\$5,349
541.D0020.3280.0000	Glenmeer Ramble drainage project - Contractors	\$28,520	-\$15,337	\$13,183
541.D0020.6180.0000	Glenmeer Ramble drainage project - Overheads	\$15,000	-\$8,232	\$6,768

	<b>Total from Glenmeear Ramble</b>	<b>\$55,300</b>	<b>-\$30,000</b>	<b>25,300</b>
541.D0022.3035.0000	West Street Drainage - Wages	0	\$6,431	\$6,431
541.D022.3280.0000	West Street Drainage project - Contractors	0	\$15,337	\$15,337
541.D022.6180.0000	West Street Drainage project - Overheads	0	\$8,232	\$8,232
	<b>Total to West Street</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$30,000</b>
	<b>Net Total</b>	<b>\$55,300</b>	<b>0</b>	<b>\$55,300</b>

## CONCLUSION

Council's approval is sought to amend the budget as per the details contained in this report. Upon approval the proposed works will be planned, organised and completed.

## OPTIONS

The Council could decide not to go ahead with any or all of the proposed budget amendment requests.

## TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

Should the Officer Recommendation be endorsed, the associated budget amendment will be processed within a month of being approved.

**COMMITTEE RECOMMENDATION AND OFFICER RECOMMENDATION**

That Council endorse the requested budget amendment outlined in Table 1 below resulting in no change to an amended budget surplus position of \$0.

**Table 1:**

<i>Cost Code</i>	<i>Description</i>	<i>Current Budget</i>	<i>Change</i>	<i>Resulting Proposed Amended Budget</i>
<b>Expenditure</b>				
541.D0020.3035.0000	Glenmeer Ramble drainage project - Wages	\$11,780	-\$6,431	\$5,349
541.D0020.3280.0000	Glenmeer Ramble drainage project – Contractors	\$28,520	-\$15,337	\$13,183
541.D0020.6180.0000	Glenmeer Ramble drainage project - Overheads	\$15,000	-\$8,232	\$6,768
	<b>Total from Glenmeer Ramble</b>	<b>\$55,300</b>	<b>-\$30,000</b>	<b>25,300</b>
541.D0022.3035.0000	West Street Drainage - Wages	0	\$6,431	\$6,431
541.D022.3280.0000	West Street Drainage project - Contractors	0	\$15,337	\$15,337
541.D022.6180.0000	West Street Drainage project - Overheads	0	\$8,232	\$8,232
	<b>Total to West Street</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$30,000</b>
<b>Net Total</b>		<b>\$55,300</b>	<b>0</b>	<b>\$55,300</b>



12.4 Finance Committee - 20/06/2019 - ACCOUNTING TREATMENT OF DEPOSITS AND BONDS

<b>SUBJECT INDEX:</b>	Budget Planning and Reporting
<b>STRATEGIC OBJECTIVE:</b>	Governance systems, process and practices are responsible, ethical and transparent.
<b>BUSINESS UNIT:</b>	Finance and Corporate Services
<b>ACTIVITY UNIT:</b>	Financial Services
<b>REPORTING OFFICER:</b>	Acting Manager Financial Services - Jeffrey Corker
<b>AUTHORISING OFFICER:</b>	Director Finance and Corporate Services - Tony Nottle
<b>VOTING REQUIREMENT:</b>	Simple Majority
<b>ATTACHMENTS:</b>	Nil

**This item was considered by the Finance Committee at its meeting on 20 June 2019, the recommendations from which have been included in this report.**

**PRÉCIS**

As a result of the interim audit of the City's affairs recently conducted by the Office of the Auditor General (OAG), it has been identified in the draft Interim Audit Report that in their opinion the City is accounting for the receipt of funds for deposits and bonds incorrectly.

The City's current treatment is in accordance with Council resolution C1004/115 from April 2010 and is so disclosed in the City's stated significant Accounting Policies contained within the Annual Financial Report. This resolution required that the funds were to be held in the City's Municipal Account. As a result, the City earned interest from the funds.

The OAG Interim Audit report identifies that in their opinion these funds are to be held in Trust, and if interest is earned that it be paid to the person/persons who lodged the payment. If enacted, this change will result in the loss of interest earnings to the City on an ongoing annual basis. Based upon the balance of funds held as at 31 May, this annual loss is in the region of \$70K per annum.

As the current treatment is in accordance with a prior Council resolution, Council will be required to review its previous decision as to the Accounting treatment of these funds into the future. As any changes need to be effective 30 June for Accounting and Budgetary purposes, this guidance is sought as soon as practicable.

**BACKGROUND**

At the Council meeting of 14 April 2010, via the Audit Committee meeting held 11 March 2010; the issue of the treatment of Deposits and Bonds paid to the City was considered.

At the time staff had identified that the existing treatment of Deposits and Bonds as part of the City's Municipal Funds was no longer appropriate. This was supported in writing by the City's then Auditor. Accordingly it was recommended by staff that the City's accounting treatment of deposits and bonds should be amended so that all existing, and any new deposits and bonds; were to be recognised as part of the City's Trust Fund.

After discussions with staff and the Auditor at the March 2010 Audit Committee meeting, in due course and contrary to the staff recommendation, Resolution C1004/115 was passed that stated:

1. That Council continues the accounting treatment for deposits and bonds as part of the Shire's Municipal Fund, subject to 2 and 3 below.

2. The deposits and bonds be brought to account as part of the restricted funds in the Municipal Fund.
3. In the Annual Financial Report the deposits and bonds are disclosed as being restricted and additional commentary provided in Note 1A indicating that the Council considers the requirement of control to have been met by the accounting treatment described.
4. That Council notes the requirement for monies held as cash in lieu of public open space to be recognised and reported as part of the Shire's Trust Fund.

As a result of the Interim Audit conducted in May 2019, the Officer of Auditor General (OAG) has found that the City's treatment of deposits and bonds remains inappropriate. In their draft Interim Management Letter, which has only been informally received by email at this point in time; the OAG found that:

*"We noted that the City has been holding Bond and Security deposit monies within its municipal fund and recognising an asset on the Statement of Financial Position along with a corresponding liability. Interest earned on these funds has been retained by the City.*

*The City has no control of these funds until a damage event occurs. Consequently, they do not meet the definition of an asset in accordance with Australian Accounting Standards, and should not be reflected on the City's Statement of Financial Position. Any interest earned on these funds also should not be reflected in the City's accounts.*

*The Local Government Act 1995 (Act) requires:*

*Where money or other property is held in the trust fund, the local government is to — in the case of money, pay it to the person entitled to it together with, if the money has been invested, any interest earned from that investment;*

This finding is rated as significant by the OAG, and as per their advice has the following implication:

*Assets and Liabilities are both overstated by the value of Bond and Security deposits. In retaining interest earned on invested trust fund moneys, the City is keeping and utilising moneys that it is not entitled to under the Act.*

*As a further consequence, the recognition of trust moneys on the Statement of Financial Position is not compliant with Australian Accounting Standards.*

The OAG makes the following Recommendation:

*To facilitate accurate reporting for 30 June 2019 the City should:*

- *report bond/security monies as trust funds in the Notes to the financial report*
- *reliably estimate past interest earned that is payable to persons entitled to receive it.*

*The Local Government Act 1995 (Act) states:*

*Where money has been held in the trust fund for 10 years it may be transferred by the local government to the municipal fund but the local government is required to repay the money, together with any interest earned from its investment, from that fund to a person claiming and establishing a right to the repayment.*

*The City needs to account and manage trust fund moneys in accordance with the Act.*

*The City should undertake the necessary steps to identify any obligations it has to return moneys that it has incorrectly retained from the current and previous years.”*

Accordingly, the issue of the treatment of Deposits and Bonds is once again tabled with Council to seek guidance as a result of the OAG finding.

### **STATUTORY ENVIRONMENT**

The Local Government Act includes reference to Financial Reports (Section 6.4), Municipal Funds (Section 6.7) and also Trust Funds (Section 6.9). However, the Act and associated Regulations are not specific in respect of the accounting treatment for deposits and bonds.

Previously, the Shire’s Auditor has clarified that whilst Australian Accounting Standard AASB1004 (Contributions) does not specifically relate to deposits and bonds, it does provide commentary and guidance on the concept of “control” (a determinant in assessing whether funds are to be held in trust or otherwise).

### **RELEVANT PLANS AND POLICIES**

The City’s Long Term Financial Plan will be impacted as identified in the relevant section following.

### **FINANCIAL IMPLICATIONS**

As the change will be effective 30 June it will have Nil impact upon the 2018/19 budget, other than that, funds will be accounted for in a different section of the accounts in the year end reports. As at 31 May the balance of the applicable funds was \$2.851M. This pool of funds is cash backed in its entirety, with the majority being Roadworks Bonds (\$1.916M) and Town Planning Bonds (\$697K). Other categories of bonds held include Building Bonds, Crossover Deposits, Hall Deposits, Kerb & Verge Deposits, Key Deposits, Sundry Liabilities and Unclaimed Monies; which together total \$238K.

The change will however have effect upon the 2019/20 Budget and those into the future, as outlined in the following section relating to Long-Term Financial Plan (LTFP) Implications. Additionally, as interest may need to be paid retrospectively on currently held deposits and bonds, a further expense may be incurred. Initial calculations suggest this liability could be in the region of \$250K.

### **LONG-TERM FINANCIAL PLAN IMPLICATIONS**

The current adopted LTFP includes income from the interest earned on the deposit and bonds funds. If the funds are relocated to trust as per the OAG report, then based upon the balance as at 31 May of \$2.851M the City’s interest earnings will reduce by approx. \$70K per annum (based upon a notional interest rate of 2.5%). When adopted, the current draft LTFP will need to be adjusted to allow for this reduction in income.

### **STRATEGIC COMMUNITY OBJECTIVES**

This matter principally aligns with Key Goal Area 6 – ‘Leadership’ and more specifically Community Objective 6.1 - ‘Governance systems, process and practices are responsible, ethical and transparent’. The achievement of the above is underpinned by the Council strategy to ‘ensure the long term financial sustainability of Council through effective financial management’.

**RISK ASSESSMENT**

A formal risk assessment of the proposal has not been conducted at this time. If Council chooses to not agree to the change in accounting treatment the City will risk receiving further negative audit findings. Additionally the City will risk having the payee of a bond or deposit that is currently held take action against the City to recover their funds and interest. Accepting the recommended change that is in accordance with the OAG finding will result in the loss of income as detailed.

**CONSULTATION**

Consultation is not applicable in relation to this matter.

**OFFICER COMMENT**

Once finalised and formally received, the complete OAG Interim Management Letter will be tabled with the City's Audit Committee at the next available opportunity. However, in order to enact the change effective June 30 staff are tabling this report directly with Council (via the Finance Committee) so as to be in the position to make the required changes in a timely manner.

As acknowledged by the OAG in writing to the reporting Officer, the treatment of deposits and bonds across the Local Government industry has not been consistent, and through their auditing regime it was apparent that many Local Governments were accounting for the monies differently. The OAG did approach the Department of Local Government for their input, however they were unable to make a decision on this. Therefore the Auditor General has now stated her position in how she believes these monies should be accounted for, and the wording in the City's draft Interim Audit report is the standardised wording they are now utilising.

As such the City is not alone with this finding. The resolution of Council in 2010 was made contrary to staff and Auditor recommendation at the time, however it was not invalid due to the lack of clarity on the proper treatment available at the time.

As the OAG is now responsible for the audit of all Local Government authorities across the State, standardisation of accounting principles can be enacted. Whilst it must be acknowledged that the City will see a reduction in annual interest earning income, failure to apply their findings will result in ongoing negative Audit Reports which may impact Council.

**CONCLUSION**

The finding of the OAG is significant. Whilst acknowledging the City will forgo interest earnings as a result of altering its accounting treatment of the funds, refusal to do so will likely result in further negative findings from the OAG. In the opinion of staff, the City must change its accounting treatment of deposits of bonds to align with the requirements of the Office of the Auditor General, and therefore with current Industry practice. Therefore, the City's accounting treatment of deposits and bonds should be altered so that they are included in Trust.

**OPTIONS**

Council may not agree with the findings of the OAG and therefore not agree to change the accounting treatment of funds held for Deposits and Bonds.

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

If a change to the Accounting treatment of the funds held in the City's accounts for deposits and bonds is approved, the funds will be relocated to Trust effective 30 June 2019.

**OFFICER RECOMMENDATION**

That the Council:

1. Endorses an amendment to the current accounting treatment for deposits and bonds such that all existing, and any new, deposits and bonds are recognised and reported as part of the City's Trust fund;
2. Continue to liaise and negotiate with the Officer of the Auditor General in relation to the treatment of interest earnings on funds held; and
3. Agree that in a timely manner, a systematic review be undertaken of all deposits and bonds held, ensuring that where the conditions for the return of a bond have been met that they be duly refunded.

**COMMITTEE RECOMMENDATION AND ALTERNATIVE OFFICER RECOMMENDATION**

That the Council:

1. Advise the Officer of the Auditor General that based on peer legal advice the Council believes that no fiduciary relationship exists in respect of bond payments in the context within which they are collected by the City.
2. Agree that the CEO will liaise and negotiate with the Office of the Auditor General in relation to the treatment of interest earnings and the holding of deposits and bonds within the City's Municipal Fund as a result of receiving peer legal advice; and
3. Agree to amend the current treatment for deposits and bonds from the 1<sup>st</sup> July 2019 so that the deposits and bonds are reported as part of the City's Trust fund until a final outcome is determined between the Officer of the Auditor General and the City of Busselton.
4. Amend the Timeline for Implementation of Officer Recommendation from 30<sup>th</sup> June 2019 to the 1<sup>st</sup> July 2019.

Reason: Officers believe that a fiduciary relationship is non-existent; Officers agree to the suggested treatment in the interim until clarification is sought; and negotiation and discussion should occur between the OAG and the City.

## **14. ENGINEERING AND WORK SERVICES REPORT**

### **14.1 AWARD OF TENDER RFT02-19 PROVISION OF CLEANING SERVICES TO CITY OWNED FACILITIES**

<b>SUBJECT INDEX:</b>	Award Of Tender RFT02-19 Provision Of Cleaning Services To City Owned Facilities
<b>STRATEGIC OBJECTIVE:</b>	Assets are well maintained and responsibly managed.
<b>BUSINESS UNIT:</b>	Major Projects and Facilities
<b>ACTIVITY UNIT:</b>	Facilities
<b>REPORTING OFFICER:</b>	Manager Major Projects and Facilities - Meg Delahoy
<b>AUTHORISING OFFICER:</b>	Director, Engineering and Works Services - Oliver Darby
<b>VOTING REQUIREMENT:</b>	Absolute Majority
<b>ATTACHMENTS:</b>	Attachment A Confidential Attachment A - RFT 02-19 - Tender Evaluations, Panel Consensus Score Sheets and Recommendation Report for Council

**Attachment A is confidential under Section 5.23 - 2(c) of the Local Government Act 1995 in that it deals with "a contract entered into or which may be entered into, by the local government". Copies have been provided to Councillors, the Chief Executive Officer and Directors Only.**

#### **PRÉCIS**

The Council is requested to consider the tenders received in response to Request for Tender RFT02-19 Provision of Cleaning Services to City Owned Facilities (the Tender). The Tender has now closed and tender submissions have been received and evaluated. This report summarises the submissions received and recommends that the Council endorse the outcome of the evaluation panel's assessment and delegate authority to the CEO to negotiate and agree final terms and conditions and award a contract for a finalised contract price to the following tenderers:

- Bellrock Cleaning Services Pty Ltd as trustee for the Bellrock Cleaning Services Trust for Separable Portion 1 and Separable Portion 4; and
- Jenni and Michael Eddington ATF Ocean Air Trust T/A Ocean Air Carpet Care for Separable Portion 2 and Separable Portion 3.

#### **BACKGROUND**

The City of Busselton's Building/Facilities Maintenance Working Budget includes provision for the scheduled cleaning services to all City-owned Facilities administration/ office buildings (internal and external), halls, ablutions, change rooms and BBQ hotplates.

The City invited suitably qualified and experienced contractors to make submissions to enter into a Contract for the provision these services separated into the following separable portions:

1. SP1 City Owned Buildings – Internal
2. SP2 City Owned Ablution Blocks and Change rooms
3. SP3 City Owned BBQ Hotplates and Surrounds
4. SP4 City Owned Buildings – External/Façade for Administration Building, Busselton Library, YCAB, CRC, Art Geo and Old Court House

Tenderers were offered the opportunity to submit tenders for all Separable Portions or any combination thereof. Each separable Portion was to be submitted for the entirety of the Requirements of that Separable Portion.

The City of Busselton is committed to maintaining high levels of cleanliness at all City owned facilities. The tendered documentation outlined the service expectations, specifications and standards associated with providing cleaning services to City owned facilities. A requirement was also included for the Contractor to maintain a log of facility conditions pre and post cleaning including photos. These records are to be maintained by the Contractor for a minimum period of ninety days from date of works and made available to the City at their request within this period.

### STATUTORY ENVIRONMENT

The contract value is greater than \$500,000, therefore, in accordance with section 5.43(b) of the Local Government Act 1995, read with Delegation 3J, the tender must be accepted by the Council and will require a report to the Council.

In terms of Section 3.57 of the *Local Government Act 1995 (Act)* a local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods and service. Part 4 of the *Local Government (Functions and General) Regulations 1996*:

- requires that tenders be publicly invited for such contracts where the estimated cost of providing the required goods and/or service exceeds \$150,000; and
- under Regulations 11, 14, 18, 20 and 21A provides the statutory framework for inviting and assessing tenders and awarding contracts pursuant to this process.

With regard to the Tender, City officers have complied with abovementioned legislative requirements.

### RELEVANT PLANS AND POLICIES

The City's purchasing policies and its occupational health and safety, asset management and engineering technical standards and specifications were all relevant to the Tender, and have been adhered to in the process of requesting and evaluating tenders.

### FINANCIAL IMPLICATIONS

This contract is funded by the City of Busselton's Building/Facilities Maintenance Working Budget.

The estimated total value of the procurement for the full contract term of three (3) years is \$2,865,000 excluding GST. The estimated total value over the full contract term of three (3) years, plus the optional two (2) one (1) year contract extensions is \$4,850,000 excluding GST.

The budget estimate is based on current contract rates and forecast number of cleans, with prices indexed based on estimated annual CPI increases of 1.5%. The budget estimate for the total Contract, including all extension options is broken down annually as follows:

Financial Year	Projected budget
FY18/19	\$907,800
FY19/20	\$941,000
FY20/21	\$955,000
FY21/22	\$969,000
FY22/23	\$985,500
FY23/24	\$999,500
<b>Total</b>	<b>\$4,850,000.00</b>

As part of the Tender process, tenderers were requested to provide itemised costs under the four separable portions. The recommendation delegates to the CEO the ability to negotiate the final contract terms. It is proposed that final terms be agreed, subject to awarding a contract for a contract price not exceeding the budget.

The recommendation is for a total contract price of \$2,548,558 for the full contract term of three (3) years. This contract price is approximately 11% less compared to the budget estimate. It is also approximately 8% less than the expenditure for the FY18/19. The reduction is primarily due to comparatively lower tendered rates for BBQ cleaning and internal building cleaning.

### **LONG-TERM FINANCIAL PLAN IMPLICATIONS**

The costs associated with this project have been included in the City's Long Term Financial Plan and therefore the Officer's recommendation does not give rise to any long term financial plan implications.

### **STRATEGIC COMMUNITY OBJECTIVES**

The officer's recommendation primarily aligns with the following Key Goal Area/s and Community Objective/s of the City of Busselton's Strategic Community Plan 2017:

Key Goal Area 1 - COMMUNITY: Welcoming, friendly, healthy

1.3 A community with access to a range of cultural and art, social and recreational facilities and experiences.

Key Goal Area 6 - LEADERSHIP: Visionary, collaborative, accountable

6.4 Assets are well maintained and responsibly managed.

### **RISK ASSESSMENT**

An assessment of the potential implications of implementing the Officer's recommendation has been undertaken using the City's risk assessment framework, with the intention being to identify risks which, following implementation of controls, are identified as medium or greater. There are no such risks identified, with the preferred tenderers assessed as being capable of delivering the services to a suitable service level and in line with the agreed cleaning schedule.

### **CONSULTATION**

The Tender was advertised in the West Australian newspaper and the City of Busselton tenders website (Tenderlink) on Saturday 9 March 2019. The closing time and date for lodgement of a response was 2:00 p.m. on Thursday 4 April 2019.

Reference checking of the preferred Tenderers has been undertaken.

### **OFFICER COMMENT**

The City received a total of eight submissions as follows:

Bellrock Cleaning Services Pty Ltd as trustee for the Bellrock Cleaning Services Trust	Jenni and Michael Eddington ATF Ocean Air Trust T/A Ocean Air Carpet Care
DMC Cleaning Corporation Pty Ltd ATF Panich Family Trust T/A Delron Cleaning	Brigade Facilities Management Pty Ltd
CSCH Pty Ltd T/A Charles Service Company	Fernview Holdings Pty Ltd T/A Delron Cleaning Busselton
Office Cleaning Experts Pty Ltd T/A OCE Corporate Cleaning	<i>Paradigm Cleaning &amp; Professional Services Pty Ltd</i>



The compliance criteria specified for this Request were:

- (a) Compliance with and completion of the Price Schedule;
- (b) Compliance with the Specification as contained in this Request for Tender; and
- (c) Compliance with City of Busselton OSH Requirements.

These criteria were not point scored. Each submission was assessed on a Yes / No basis as to whether a criterion was satisfactorily met.

Paradigm Cleaning & Professional Services Pty Ltd were non-compliant for all separable portions and their submission was not evaluated.

Jenni and Michael Eddington ATF Ocean Air Trust T/A Ocean Air Carpet Care were non-compliant for Separable Portion 1 and Separable Portion 4 and their submission was not evaluated for these two separable portions.

The tender assessment was carried out by a tender evaluation panel in accordance with normal practice.

Tenders were evaluated using the tendered prices and information provided by tenderers in response to the qualitative criteria specified in the Tender. A scoring and weighting system was used to assess the tendered prices and the responses against the qualitative criteria.

The following weightings were applied to the qualitative criteria and to price:

- Relevant Experience 15%
- Local Benefit 5%
- Key Personnel skills and experience 5%
- Respondent's Resources 10%
- Demonstrated Understanding 20%
- Occupational Health and Safety 5%

The City adopted a best value for money approach to this Tender. This means that, although price will be a consideration, the Tender containing the lowest price will not necessarily be accepted, nor will the Tender ranked the highest in relation to the qualitative criteria. The extent to which a tender demonstrated greater satisfaction of each of the qualitative criteria resulted in a greater score. The tendered prices were then assessed together with the weighted qualitative criteria and the tenders scored and ranked to determine the most advantageous outcome to the City.

The tender evaluation resulted in two (2) tenderers being considered to be the most advantageous to the City. The Evaluation Panel recommends that the below Tenderers be appointed for each separable portion:

- Bellrock Cleaning Services Pty Ltd as trustee for the Bellrock Cleaning Services Trust be awarded SP1: City Owned Administration/Office Buildings at a contract value of \$945,422 for the full contract term of three (3) years.
- Jenni and Michael Eddington ATF Ocean Air Trust T/A Ocean Air Carpet Care be awarded SP2: City Owned Ablution Blocks and Changerooms at a contract value of \$1,200,787 for the full contract term of three (3) years.

- Jenni and Michael Eddington ATF Ocean Air Trust T/A Ocean Air Carpet Care be awarded SP3: City Owned BBQ Hotplates and Surrounds at a contract value of \$245,187 for the full contract term of three (3) years.
- Bellrock Cleaning Services Pty Ltd as trustee for the Bellrock Cleaning Services Trust be awarded SP4: City Owned Administration/Office Buildings – External/Façade” at a contract value of \$157,161 for the full contract term of three (3) years.

The total value of the procurement for the full contract term of three (3) years is \$2,548,558. This is \$316,488 less than the budget estimate for the full contract term of three (3) years. The reduction is primarily due to comparatively lower tendered rates for BBQ cleaning and internal building cleaning.

The attached confidential Tender Evaluation and Recommendation Report (Attachment A) provides the detailed evaluation outcome.

## **CONCLUSION**

The tender evaluation panel has completed their assessment of the Tender in line with the City's tender process and Officers now recommend that Council endorse the outcome of the evaluation panel's assessment and delegate authority to the CEO to negotiate and agree final terms and conditions with and to award a contract for the following separable portions:

- Bellrock Protective Services Pty Ltd as being the best valued tender submission in relation to Separable Portion 1 and Separable Portion 4; and
- Jenni and Michael Eddington t/a Ocean Air Carpet Care & Commercial Cleaning as being the best valued tender submission in relation to Separable Portion 2 and Separable Portion 3.

## **OPTIONS**

The Council may consider the following alternate options:

1. To award the Tender to an alternative tenderer/s. In the view of the Officers this could result in the Tender being awarded to a Tenderer that is not most advantageous to the City.
2. To not award the Tender. This would mean going back out to tender, resulting in significant delays to the contract award and potential significant delays to the provision of cleaning services to City owned facilities. The current interim contract would also need to be extended with the Contractors who are currently engaged to provide these services.

For the reasons provided in this report, the abovementioned options are not recommended.

If any Councillor is minded to either of the above options, Officers can assist on the drafting of a suitable alternative motion.

## **TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The selection of the preferred tenderers can be made immediately after the Council has endorsed the Officer's recommendation. Subject to negotiation and agreement on scope and budget the successful Tenderers will then receive formal written notification. All tender applicants not selected as preferred will also be notified at this time.

**OFFICER RECOMMENDATION**

That the Council:

1. Endorse the outcomes of the City's tender evaluation panel's assessment in relation to tender RFT02/19 Provision of Cleaning Services to City Owned Facilities, which recommended the following tenders as the most advantageous to the City:
  - a. Bellrock Protective Services Pty Ltd in relation to Separable Portion 1 and Separable Portion 4; and
  - b. Jenni and Michael Eddington t/a Ocean Air Carpet Care & Commercial Cleaning in relation to Separable Portion 2 and Separable Portion 3. (Preferred Tenderers)
2. Delegate power and authority to the CEO to:
  - a. Negotiate and agree with the Preferred Tenderers variations in accordance with Regulations 20 and 21A of the *Local Government (Functions and General) Regulations 1996* subject to such variations not to exceed the overall project budget;
  - b. Negotiate and agree with the Preferred Tenderers the final terms and conditions of the respective contracts (including rates/contract prices); and
  - c. Pursuant to resolutions 2.a and b. enter into contracts with the Preferred Tenderers for supply of the relevant goods and services.