

Please note: The minutes are yet to be confirmed as a true record of proceedings



**CITY OF BUSSELTON**

**MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 3 AUGUST 2022**

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## MINUTES

### MINUTES OF A SPECIAL MEETING OF THE BUSSELTON CITY COUNCIL HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, SOUTHERN DRIVE, BUSSELTON, ON 3 AUGUST 2022 AT 5.00PM.

#### 1. ATTENDANCE, APOLOGIES & LEAVE OF ABSENCE

The Presiding Member opened the meeting at 5:03pm.

The Presiding member noted this meeting is held on the lands of the Wadandi people and acknowledged them as Traditional Owners, paying respects to their Elders, past and present, and Aboriginal Elders of other communities who may be present.

#### Presiding Member:

Cr Grant Henley      Mayor

#### Members:

Cr Paul Carter      Deputy Mayor  
Cr Sue Riccelli  
Cr Ross Paine  
Cr Mikayla Love  
Cr Phill Cronin  
Cr Anne Ryan  
Cr Jodie Richards  
Cr Kate Cox

#### Officers:

Mr Mike Archer, Chief Executive Officer  
Mr Tony Nottle, Director, Finance and Corporate Services  
Mrs Naomi Searle, Director, Community and Commercial Services  
Mr Matthew Twyman, Acting Director, Engineering and Works Services  
Ms Rachel Runco, Acting Director, Planning and Development Services  
Mrs Emma Heys, Governance Coordinator  
Ms Jo Barrett-Lennard, Governance Officer

#### Apologies:

Nil

#### Approved Leave of Absence:

Nil

#### Media:

Nil

#### Public:

Nil

**2. PURPOSE OF MEETING**

Adoption of the City of Busselton 2022/2023 Annual Budget and Reaffirm the Fees and Charges for the 2022/2023 Financial Year.

**3. PUBLIC QUESTION TIME**

Nil

**4. DISCLOSURE OF INTERESTS**

The Presiding Member noted he would disclose a financial interest in relation to Agenda Item 6.1, 'Adoption of the 2022/23 Annual Budget'.

The Presiding Member noted he had received a disclosure of financial Interest from Cr Anne Ryan in relation to Agenda Item 6.1, 'Adoption of the 2022/23 Annual Budget'.

The Mayor advised that in accordance regulation 22(2)(b) of the *Local Government (Model Code of Conduct) Regulations 2021*, these declarations would be read out immediately before the item was discussed.

**5. PRESENTATIONS BY PARTIES WITH AN INTEREST**

Nil

## 6. FINANCE AND CORPORATE SERVICES REPORT

### 6.1 ADOPTION OF THE 2022/23 ANNUAL BUDGET

<b>STRATEGIC THEME</b>	LEADERSHIP – A Council that connects with the community and is accountable in its decision making.
<b>STRATEGIC PRIORITY</b>	4.2 Deliver governance systems that facilitate open, ethical and transparent decision making.
<b>SUBJECT INDEX</b>	Budget Planning and Reporting
<b>BUSINESS UNIT</b>	Financial Services
<b>REPORTING OFFICER</b>	Manager Financial Services - Paul Sheridan
<b>AUTHORISING OFFICER</b>	Director Finance and Corporate Services - Tony Nottle
<b>NATURE OF DECISION</b>	Executive: Substantial direction setting, including adopting budgets, strategies, plans and policies (excluding local planning policies); funding, donations and sponsorships; reviewing committee recommendations
<b>VOTING REQUIREMENT</b>	Absolute Majority
<b>ATTACHMENTS</b>	Attachment A Rates Submission and Response   Attachment B City of Busselton Annual Budget 2022-23  

Item 6.1, Officer Recommendation 1 will be considered in four separate parts to cater for the disclosures of interests.

#### COUNCIL DECISION 1 Part 1

**C2208/194** Moved Councillor P Carter, seconded Councillor A Ryan

1. That Council in accordance with section 6.36(4) of the *Local Government Act 1995*, notes the submission received in response to the local public notice of the proposed differential rates to apply for the 2022-23 financial year and the Officer comments provided in response to the public submission (attachment A).

**CARRIED 9/0**

DISCLOSURE OF INTEREST	
Date	3 August 2022
Meeting	Special Council Meeting
Name/ Position	Cr Grant Henley, Mayor
Item No./ Subject	Item 6.1, 'Adoption of the 2022/23 Annual Budget'
Type of Interest	Financial Interest
Nature of Interest	<p>I have a financial interest to declare in relation to Item 6.1, Recommendation 1, Part 2 of the Budget Adoption 2022/23.</p> <p>My interest is in relation to the following items:</p> <ul style="list-style-type: none"> <li>• Line Item 10788 'GLC Building Improvements (C)' on Page 1 of the Capital Acquisition and Construction Budget of Attachment B;</li> <li>• Line Item 10789 'GLC CCTV Installation (C)' on Page 1 of the Capital Acquisition and Construction Budget of Attachment B; and</li> <li>• Line 14730 'Geographe Leisure Centre Fitness Equipment (C)' on on Page 3 of the Capital Acquisition and Construction Budget of Attachment B;</li> </ul> <p>as my daughter is employed at the Geographe Leisure Centre. As she resides under my roof, she is a closely associated person.</p>

<b>DISCLOSURE OF INTEREST</b>	
Date	3 August 2022
Meeting	Special Council Meeting
Name/ Position	Cr Grant Henley, Mayor
Item No./ Subject	Item 6.1, 'Adoption of the 2022/23 Annual Budget'
Type of Interest	Financial Interest
Nature of Interest	I have a financial interest to declare in relation to Item 6.1, Recommendation 1, Part 2 of the Budget Adoption 2022/23. My interest is in relation to Line Item 10966 'Provence SAR General Improvements to the Area (C)' on Page 4 of the Capital Acquisition and Construction Budget of Attachment B as I am the owner of a property located in Yalyalup.

5:07pm: At this time, Mayor Grant Henley left the meeting and Deputy Mayor Paul Carter assumed the Chair.

### **COUNCIL DECISION 1 Part 2**

**C2208/195** Moved Councillor J Richards, seconded Councillor K Cox

**That the Council adopts:**

- 1. Line Item 10788 'GLC Building Improvements (C)' on page 1 of the Capital Acquisition and Construction Budget of Attachment B ;**
- 2. Line Item 10789 'GLC CCTV Installation (C)' on page 1 of the Capital Acquisition and Construction Budget of Attachment B;**
- 3. Line Item 14730 'Geographe Leisure Centre Fitness Equipment (C)' on page 3 of the Capital Acquisition and Construction Budget of Attachment B; and**
- 4. Line Item 10966 'Provence SAR Area General Improvements to the Area (C)' on page 4 of the Capital Acquisition and Construction Budget of Attachment B;**

**of the 2022/2023 Annual Budget.**

**CARRIED 7/1**

**BY ABSOLUTE MAJORITY**

**FOR: CR CARTER, CR PAINE, CR LOVE, CR RICCELLI, CR CRONIN,  
CR COX, CR RICHARDS**

**AGAINST: CR RYAN**

5:09pm: At this time, Mayor Grant Henley re-entered the meeting. Cr Carter read out the Council Decision to the meeting. Mayor Henley assumed the Chair.

<b>DISCLOSURE OF INTEREST</b>	
Date	3 August 2022
Meeting	Special Council Meeting
Name/ Position	Councillor Anne Ryan
Item No./ Subject	Item 6.1, 'Adoption of the 2022/23 Annual Budget'
Type of Interest	Financial Interest
Nature of Interest	I have a financial interest to declare in relation to Item 6.1, Recommendation 1, Part 2 of the Budget Adoption 2022/23. My interest is in relation to Line Item 10969 'Vasse SAR General Improvements to the Area (C)' on Page 4 of the Capital Acquisition and Construction Budget of Attachment B as I am the owner of a property located in Vasse.

5:10pm: At this time, Cr Anne Ryan left the meeting.

<b><u>COUNCIL DECISION 1 Part 3</u></b>	
<b>C2208/196</b>	Moved Councillor J Richards, seconded Councillor P Carter
<p><b>That the Council adopts Line Item 10969 'Vasse SAR General Improvements to the Area (C)' on page 4 of the Capital Acquisition and Construction Budget of Attachment B of the 2022/2023 Annual Budget.</b></p>	
<p><b>CARRIED 8/0</b></p> <p><b>BY ABSOLUTE MAJORITY</b></p>	

5:11pm: At this time, Cr Ryan re-entered the meeting. The Presiding Member read out the Council Decision to the meeting.

**COUNCIL DECISION 1 Part 4**

**C2208/197** Moved Councillor P Cronin, seconded Councillor R Paine

That the Council pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996* adopts the 2022/23 Annual Budget (Attachment B) for the City of Busselton, which incorporates the following:

- Statement of Comprehensive Income by Nature or Type
- Statement of Comprehensive Income by Program
- Statement of Cash Flows
- Rate Setting Statement by Nature or Type
- Rate Setting Statement by Program
- Notes to and Forming Part of the Budget
- Schedule of Capital Projects and Initiatives

Excluding the line items already resolved:

1. Line Item 10788 'GLC Building Improvements (C)' on page 1 of the Capital Acquisition and Construction Budget of Attachment B ;
2. Line Item 10789 'GLC CCTV Installation (C)' on page 1 of the Capital Acquisition and Construction Budget of Attachment B;
3. Line Item 14730 'Geographe Leisure Centre Fitness Equipment (C)' on page 3 of the Capital Acquisition and Construction Budget of Attachment B; and
4. Line Item 10966 'Provence SAR Area General Improvements to the Area (C)' on page 4 of the Capital Acquisition and Construction Budget of Attachment B; and
5. Line Item 10969 'Vasse SAR General Improvements to the Area (C)' on page 4 of the Capital Acquisition and Construction Budget of Attachment B;

And inclusive of the changes made to the Notes to and Forming Part of the Budget on Page 69.

**CARRIED 8/1**

**BY ABSOLUTE MAJORITY**

**FOR: CR HENLEY, CR CARTER, CR PAINE, CR LOVE, CR RICCELLI,  
CR CRONIN, CR COX, CR RICHARDS**

**AGAINST: CR RYAN**

**COUNCIL DECISION 2****C2208/198**

Moved Councillor P Carter, seconded Councillor J Richards

That Council:

1. For the purpose of yielding the rates revenue disclosed by the Municipal Budget 2022-23 adopted above, Council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following differential, specified area, general and minimum rates on Gross Rental and Unimproved Values.

Description	Rate in the \$	Minimum Payment \$
<b>Zone Groups (GRV)</b>		
Residential	0.082183	1,460
Residential – Vacant Land	0.082183	1,460
GRV Holiday Homes	0.091254	1,517
Industrial (Improved/Vacant)	0.114991	1,460
Commercial (Improved/Vacant)	0.108007	1,460
<b>Land Use Groups (UV)</b>		
Primary Production	0.004065	1,460
UV Rural	0.003961	1,594
UV Commercial	0.007483	1,460
UV Holiday Home	0.003862	1,754
<b>Specified Area Rates</b>		
Port Geographe	0.013492	Nil
Provence GRV	0.012309	Nil
Provence UV	0.000144	Nil
Vasse GRV	0.015269	Nil

2. Notes in accordance with Regulation 23(b) of the *Local Government (Financial Management) Regulations 1996* that rate in the dollar figures in part 2 above differ from the advertised rates due to amendments being required to maintain the average 3.5% increase as follows:

	ADVERTISED	BUDGET	VARIATION
<u>Differential Rating Category</u>	Rate in the \$	Rate in the \$	Rate in the \$
Residential – Improved & Vacant	\$0.082867	\$0.082183	-\$0.000684
Commercial - Improved & Vacant	\$0.107612	\$0.108007	\$0.000395
Industrial - Improved & Vacant	\$0.112680	\$0.114991	\$0.002311
GRV Holiday Homes	\$0.089779	\$0.091254	\$0.001475
UV Primary Production	\$0.004065	\$0.004065	\$0.000000
UV Commercial	\$0.007270	\$0.007483	\$0.000213
UV Rural	\$0.003918	\$0.003961	\$0.000043
UV Holiday Home	\$0.004272	\$0.003862	-\$0.000410

3. Adopt the rate payment instalment options and associated annual fees in accordance with section 6.45 (3) of the *Local Government Act 1995*, as follows:
- 4 Instalments \$18.90;
  - EasyRates Monthly \$21.10;
  - EasyRates Fortnightly \$26.20;
  - EasyRates Weekly \$31.30
4. Adopts a per annum interest rate on rates paid by instalments in accordance with section 6.45 (3) of the *Local Government Act 1995*:
- 4 Instalments 5.5%;
  - EasyRates Monthly 5.5%;
  - EasyRates Fortnightly 5.5%;
  - EasyRates Weekly 5.5%
5. Adopts an interest rate of 7.0% per annum on all outstanding rates in accordance with section 6.51 (1) of the *Local Government Act 1995*, noting that the interest rates have been further reduced from 2019/20 values (4% decrease) in response to the COVID-19 pandemic and the *Local Government (COVID-19 Response) Order 2020*, which remains in force.
6. In accordance with regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, adopts the following Instalment options to be available:

Full payment and 1 <sup>st</sup> instalment due date	16 <sup>th</sup> September 2022
2 <sup>nd</sup> instalment due date	16 <sup>th</sup> November 2022
3 <sup>rd</sup> instalment due date	16 <sup>th</sup> January 2023
4 <sup>th</sup> instalment due date	16 <sup>th</sup> March 2023
Weekly direct debit first and last instalment dates	16 <sup>th</sup> September 2022 to 16 <sup>th</sup> June 2023
Fortnightly direct debit first and last instalment dates	16 <sup>th</sup> September 2022 to 9 <sup>th</sup> June 2023
Monthly direct debit first and last instalment dates	16 <sup>th</sup> September 2022 to 16 <sup>th</sup> June 2023

7. Adopts the following annual Refuse Collection and Recycling charges for the City of Busselton for the 2022/2023 financial year:
- Commercial Waste Charge \$176.50
  - Domestic Waste Charge \$176.50
  - Recycling Collection Charge - Domestic \$86.00
  - Commercial Recycling Collection Charge \$86.00
8. In accordance with section 66(1) and section 66(3) of the *Waste Avoidance and Resource Recovery Act 2007*, applies the minimum payment provisions of section 6.35 of the *Local Government Act 1995*, and adopts a Waste Infrastructure Rate:
- GRV General Properties – Rate in the dollar: 0.00001, minimum \$75
  - UV General Properties – Rate in the dollar: 0.000004, minimum \$75

9. Pursuant to section 6.11 of the *Local Government Act 1995*, Council adopt the reserves and reserve fund budget contained at note 8 of the budget including amendment of the Reserve Names and Purposes as indicated in attachment B, and the establishment of the following new reserves:
- a) **Post Office Tea Rooms Reserve**
    - i. **Purpose:** To allocate and use any premium, rental, fees, charges or other income it receives from all leases, subleases and licenses in respect of the Post Office Tea Rooms Reserve 35361 or any part of it, to maintain and repair buildings and structures and to maintain the grounds and facilities of the Reserve.
  - b) **Peel Terrace / Causeway Road Building Reserve**
    - i. **Purpose:** To allocate and use any revenue received in respect of the Peel Terrace / Causeway Road Building (Lot 73 Peel Terrace), to maintain and repair buildings and structures and to maintain the grounds and facilities of the Reserve.
10. **Adopts the Councillors fees and allowances as follows:**
- a) **Councillor Annual Sitting Fees \$32,470**
  - b) **Mayor Annual Sitting Fee \$48,704**
  - c) **Mayor's Annual Allowance \$91,997**
  - d) **Deputy Mayor's Annual Allowance \$22,999**
  - e) **Annual Telecommunications and Information Technology Allowance \$3,500 per member**
11. **Reaffirms the adoption of its Schedule of Fees and Charges for the 2022/2023 financial year, as amended and comprised within the 2022/2023 Draft Annual Budget document.**
12. 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 2022/2023 financial year as follows:
- a) **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 only if not to do so would present an incomplete picture of the financial performance for a particular period; and**
  - b) **Reporting of variances only applies for amounts greater than \$50,000.**

**CARRIED 8/1**

**BY ABSOLUTE MAJORITY**

**FOR: CR HENLEY, CR CARTER, CR PAINE, CR LOVE, CR RICCELLI,  
CR CRONIN, CR COX, CR RICHARDS**

**AGAINST: CR RYAN**

**OFFICER RECOMMENDATION 1****ABSOLUTE MAJORITY REQUIRED**

1. That Council in accordance with section 6.36(4) of the *Local Government Act 1995*, notes the submission received in response to the local public notice of the proposed differential rates to apply for the 2022-23 financial year and the Officer comments provided in response to the public submission (attachment A);
2. That the Council pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996* adopts the 2022/23 Annual Budget as per attachment A for the City of Busselton, which incorporates the following:
  - Statement of Comprehensive Income by Nature or Type
  - Statement of Comprehensive Income by Program
  - Statement of Cash Flows
  - Rate Setting Statement by Nature or Type
  - Rate Setting Statement by Program
  - Notes to and Forming Part of the Budget
  - Schedule of Capital Projects and Initiatives

**OFFICER RECOMMENDATION 2****ABSOLUTE MAJORITY REQUIRED**

That Council:

3. For the purpose of yielding the rates revenue disclosed by the Municipal Budget 2022-23 adopted above, Council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following differential, specified area, general and minimum rates on Gross Rental and Unimproved Values.

Description	Rate in the \$	Minimum Payment \$
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Primary Production	0.004065	1,460
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<u>Specified Area Rates</u>		
Port Geographe	0.013492	Nil
Provence GRV	0.012309	Nil
Provence UV	0.000144	Nil
<b>Vasse GRV</b>	<b>0.015269</b>	<b>Nil</b>

4. Notes in accordance with Regulation 23(b) of the *Local Government (Financial Management) Regulations 1996* that rate in the dollar figures in part 2 above differ from the advertised rates due to amendments being required to maintain the average 3.5% increase as follows:

	ADVERTISED	BUDGET	VARIATION
<u>Differential</u> <u>Rating Category</u>	Rate in the \$	Rate in the \$	Rate in the \$
Residential – Improved & Vacant	\$0.082867	\$0.082183	-\$0.000684
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GRV Holiday Homes	\$0.089779	\$0.091254	\$0.001475
UV Primary Production	\$0.004065	\$0.004065	\$0.000000
UV Commercial	\$0.007270	\$0.007483	\$0.000213
UV Rural	\$0.003918	\$0.003961	\$0.000043
UV Holiday Home	\$0.004272	\$0.003862	-\$0.000410

5. Adopt the rate payment instalment options and associated annual fees in accordance with section 6.45 (3) of the *Local Government Act 1995*, as follows:
- 4 Instalments \$18.90;
  - EasyRates Monthly \$21.10;
  - EasyRates Fortnightly \$26.20;
  - EasyRates Weekly \$31.30
6. Adopts a per annum interest rate on rates paid by instalments in accordance with section 6.45 (3) of the *Local Government Act 1995*:
- 4 Instalments 5.5%;
  - EasyRates Monthly 5.5%;
  - EasyRates Fortnightly 5.5%;
  - EasyRates Weekly 5.5%
7. Adopts an interest rate of 7.0% per annum on all outstanding rates in accordance with section 6.51 (1) of the *Local Government Act 1995*, noting that the interest rates have been further reduced from 2019/20 values (4% decrease) in response to the COVID-19 pandemic and the *Local Government (COVID-19 Response) Order 2020*, which remains in force.
8. In accordance with regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, adopts the following Instalment options to be available:

Full payment and 1 <sup>st</sup> instalment due date	16 <sup>th</sup> September 2022
2 <sup>nd</sup> instalment due date	16 <sup>th</sup> November 2022

3 <sup>rd</sup> instalment due date	16 <sup>th</sup> January 2023
4 <sup>th</sup> instalment due date	16 <sup>th</sup> March 2023
Weekly direct debit first and last instalment dates	16 <sup>th</sup> September 2022 to 16 <sup>th</sup> June 2023
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Monthly direct debit first and last instalment dates	16 <sup>th</sup> September 2022 to 16 <sup>th</sup> June 2023

9. Adopts the following annual Refuse Collection and Recycling charges for the City of Busselton for the 2022/2023 financial year:
- |   |          |
|---|----------|
| a) Commercial Waste Charge                | \$176.50 |
| b) Domestic Waste Charge                  | \$176.50 |
| c) Recycling Collection Charge - Domestic | \$86.00  |
| d) Commercial Recycling Collection Charge | \$86.00  |
10. In accordance with section 66(1) and section 66(3) of the *Waste Avoidance and Resource Recovery Act 2007*, applies the minimum payment provisions of section 6.35 of the *Local Government Act 1995*, and adopts a Waste Infrastructure Rate:
- |   |
|---|
| a) GRV General Properties – Rate in the dollar: 0.00001, minimum \$75 |
| b) UV General Properties – Rate in the dollar: 0.000004, minimum \$75 |
11. Pursuant to section 6.11 of the *Local Government Act 1995*, Council adopt the reserves and reserve fund budget contained at note 8 of the budget including amendment of the Reserve Names and Purposes as indicated in attachment B, and the establishment of the following new reserves:
- |   |
|---|
| a) Post Office Tea Rooms Reserve<br>Purpose: To allocate and use any premium, rental, fees, charges or other income it receives from all leases, subleases and licenses in respect of the Post Office Tea Rooms Reserve 35361 or any part of it, to maintain and repair buildings and structures and to maintain the grounds and facilities of the Reserve. |
| b) Peel Terrace / Causeway Road Building Reserve<br>Purpose: To allocate and use any revenue received in respect of the Peel Terrace / Causeway Road Building (Lot 73 Peel Terrace), to maintain and repair buildings and structures and to maintain the grounds and facilities of the Reserve.   |
12. Adopts the Councillors fees and allowances as follows:
- |  |
|--|
| a) Councillor Annual Sitting Fees \$32,470   |
| b) Mayor Annual Sitting Fee \$48,704   |
| c) Mayor's Annual Allowance \$91,997   |
| d) Deputy Mayor's Annual Allowance \$22,999  |
| e) Annual Telecommunications and Information Technology Allowance \$3,500 per member |
13. Reaffirms the adoption of its Schedule of Fees and Charges for the 2022/2023 financial year, as amended and comprised within the 2022/2023 Draft Annual Budget document.
14. 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 2022/2023 financial year as follows:

- a) 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 only if not to do so would present an incomplete picture of the financial performance for a particular period; and
- b) Reporting of variances only applies for amounts greater than \$50,000.

## **EXECUTIVE SUMMARY**

This report requests the Council to formally consider the attached budget papers in order to adopt the 2022/2023 Draft Municipal Budget (the Budget).

## **BACKGROUND**

Pursuant to section 6.2 of the *Local Government Act 1995* (the Act), a local government is to prepare and adopt an annual budget between 1 June and 31 August each year, or such extended time as the Minister allows.

Staff commenced the preparation of the Budget in January 2022 and have provided Elected Members, staff, residents and electors the opportunity to have input into the Budget through the development of the informing documents including the Long Term Financial Plan (LTFP), 4 year Corporate Business Plan (CBP) the Strategic Community Plan (SCP) and various workshops associated with the development of these documents. Council considered the draft Budget via workshops in June and July 2022, as well as drawing on the extensive work carried out by officers in the development of the 2022/23 to 2031/32 version of the LTFP and associated workshops with Council held in February 2022.

## **OFFICER COMMENT**

The Budget is presented for consideration is reflective of the documents workshopped with Council during June and July 2022, and incorporates amendments determined during that process.

A key component of the Budget development process is the reference to the City's LTFP, as well as other informing documents including:

- Community Strategic Plan (SCP)
- Corporate Business Plan (CBP)
- Sport and Recreation Facilities Strategic Plan
- Asset Management Plans
- Master Plans (Busselton Foreshore, Meelup Regional Park etc.)
- Workforce Plan
- Other Council adopted strategies.

The Budget has continued to be amended subsequent to the first workshop, to reflect matters that have arisen during the intervening period. Some of these amendments included confirmation of grant funding, updates to financial assistance grants predictions, adjustment to fees and charges based on actual results from the 2021/22 financial year, consideration of carryover projects, and the inclusion of the unaudited surplus amount. Whilst these amendments could have been deferred from inclusion in the Budget and raised for consideration as part of this report, it is felt that presenting the Council with a complete budget is a preferable option. This is in line with previous Council process.

**Municipal Fund Net Surplus 2022/23**

The City finished the 2021/22 financial year with an unaudited budget surplus figure of \$507,353 representing approximately 0.4% of total operating and capital expenditure.

This surplus is predominately a reflection of cost savings against budget realised throughout a range of operational areas.

As has been the normal custom per Council resolution C1303/074 the surplus is usually budgeted to be transferred to the New Infrastructure Development Reserve on the 1<sup>st</sup> July, hence enabling the presentation of a balanced budget.

However in discussions with Council and to consider the impacts on the City's operational costs of significant inflation pressure and CPI increases impacting employee costs, the surplus has been kept in municipal funds for the 2022/23 draft budget.

This will allow Council to make a determination on its application at a later date, as it reviews its budget on a regular basis. This surplus falls within the acceptable surplus/deficit threshold as per section 6.34 of the Local Government Act 1995.

As such, the 2022/23 budget is presented with a surplus of \$335,838.

**Rates**

A rate increase of 3.50% (average) is proposed per year 1 of the LTFP. This draft budget has been prepared to ensure that the proposed increase planned for in the LTFP has been achieved.

The Draft Budget has factored an amount of \$57,741,408 will be raised via rates and charges in line with LTFP assumptions and increment factors.

**Differential Rates**

Local public notice was placed in the Busselton Dunsborough Times on the 1<sup>st</sup> June 2022 and West Australian Newspaper on the 13<sup>th</sup> June 2022 and with respect to the Notice of Intention to Levy Differential Rates for the 2022/2023 financial year. Copies were also placed on City's public notice boards at City's Administration Centre, Southern Drive, Busselton and both the Public Libraries (Busselton and Dunsborough). The proposed general rate increase advertised for 2022/2023 financial year was 3.5%.

Ratepayers and Electors were invited to make a submission to Council in relation to the proposal. Submissions closed 4:30pm Monday 22<sup>nd</sup> June 2022.

In accordance with section 6.36 of the Local Government Act 1995, Council is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.

There was only the one following submission received by the closure date. A copy of the submission and a summarised version with the officers comment is provided in attachment A.

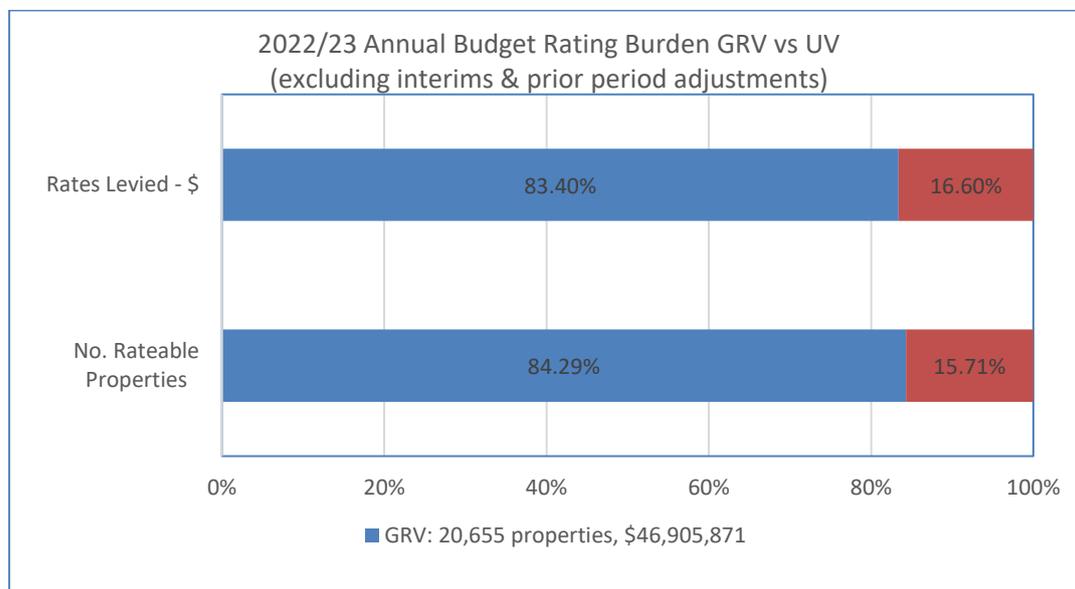
As proposed in the officer recommendation, an amendment to the proposed rate in the dollar has been identified due to an interim schedule being received after the rates were advertised. In order to ensure we maintained an average 3.5% increase, an adjustment to the advertised rates was required with a minor decrease in the rate in the dollar for Residential and UV Holiday Homes and a minor increase in all other categories.

### **Revaluations**

There has been a revaluation of all Gross Rental Values (GRV) and Unimproved Values (UV) by the Valuer Generals Office (VGO) effective from the 1<sup>st</sup> July 2022. Revaluations are conducted by the VGO every 3 to 6 years for GRV and yearly for UV, in regional areas. All values are assessed by the VGO as at the same date of valuation, which for this revaluation was the 1<sup>st</sup> August 2021. The revaluation has resulted in average increases of 22.60% in total and 24.82% per property for GRV's and 10.62% in total and 10.11% per property for UV's.

The revalued GRV or UV along with the rate in the dollar is used to calculate a property's rates. Whilst Council sets the rate in the dollar, it has no input into what an individual property's valuation will be and therefore what rate amount it will contribute.

Where a property's valuation has increased above either the GRV or UV total average, then this property's overall rate increase will be higher than the proposed average 3.5% increase. Conversely where a property's valuation has decreased below either the GRV or UV total average then the overall rate increase will usually be lower than the proposed average 3.5% increase.



### **Waste Charges**

There is to be an increase in waste charges however this has been kept to a minimal amount. Below are details of this increase:

Charge Type	2021/2022	2022/2023	Increment
Refuse Removal Commercial	\$ 172.00	\$ 176.50	\$ 4.50
Refuse Removal Domestic	\$ 172.00	\$ 176.50	\$ 4.50
Recycling Fees - Domestic	\$ 83.50	\$ 86.00	\$ 2.50
Recycling Fees - Commercial	\$ 83.50	\$ 86.00	\$ 2.50

### **Waste Avoidance and Resource Recovery Act Charges (WARR Act)**

There has also been a further increase in the WARR Act charge from \$60 to \$75.

### **Loan Borrowings**

The Budget includes \$6.75M in proposed new borrowing, for the following purposes:

⇒ Community Groups Self Supporting Loans (\$250K)

\$250k has been included in the budget for provision of loan funding to other community groups, enabling them to borrow funds at lower interest rates through support of the City. Liability for the repayment of the loans remains with the community group. These loans are considered on request.

⇒ Busselton Performing Arts Convention Centre (the BPACC) (\$6.5M)

The remaining \$6.5M of the previously adopted full \$26.5M borrowing for this project is expected to applied for and drawn within the first quarter of the 22/23 financial year. These funds will be added to any existing unspent borrowings, and restricted until required in the construction process.

### **New Reserves**

The City has significant cash reserves that total budgeted closing balance as at 30 June 2022 in excess of \$71M and restricted cash assets of \$26.9M. A large portion of this relates to the restriction of the borrowed funds for the BPACC project.

The following new reserves have been added to the Budget:

a) Post Office Tea Rooms Reserve

Purpose: To allocate and use any premium, rental, fees, charges or other income it receives from all leases, subleases and licences in respect of the Post Office Tea Rooms Reserve 35361 or any part of it, to maintain and repair all buildings and structures and to maintain the grounds and facilities of the Reserve.

b) Peel Terrace / Causeway Road Building Reserve

Purpose: To allocate and use any revenue received in respect of the Peel Terrace / Causeway Road Building, to maintain and repair all buildings and structures and to maintain the grounds and facilities of the Reserve.

### **Variance Reporting Threshold – 2022/2023 Financial Year**

Whilst not directly relevant to the Budget adoption, regulation 34(5) of the *Local Government (Financial Management) Regulations* requires that in each year, a local government adopts a percentage or value, calculated in accordance with Accounting Standard AASB 1031 - Materiality, to be used for reporting material variances.

It is preferable that the Council determines this percentage or value as part of its annual budget adoption process, such that this reporting threshold is known prior to the compilation of the initial Statement of Financial Activity report each financial year.

Accounting Standard AASB 1031 states that:

*general purpose financial reporting involves making decisions about the information to be included in general purpose financial reports and how it is presented. In making these judgements, considerations of materiality play an essential part. This is because the inclusion of information which is not material or the exclusion of information which is material may impair the usefulness of the information provided to users.*

The Standard also suggests quantitative thresholds in the consideration of the materiality of variances, as follows:

- a) *An amount which is equal to or greater than ten percent (10%) of the appropriate base amount may be presumed to be material unless there is evidence or convincing argument to the contrary; and*

- b) *An amount which is equal to or less than five percent (5%) of the appropriate base amount may be presumed not to be material unless there is evidence or convincing argument to the contrary.*

The Council has historically adopted a combined [+/- 10%] and [+/- \$25K] variance reporting threshold, with reportable variances resulting from timing differences and/or seasonal adjustments to be reported only if it is required in order to present a complete picture of the financial performance for a particular period.

It is considered that a reporting threshold should remain at [+/- 10%], however the dollar threshold should be raised to [+/- \$50K] to avoid unnecessary superfluous over-reporting of relatively minor variances in comparison to the overall size of the budget. This will ensure that the Council still remains fully informed of the City's financial performance on a month-by-month basis, but is not confused by excessive variance reporting. Consequently, this report recommends that the suggested amendment to the variance reporting threshold and methodology be adopted in respect of the 2022/2023 financial year.

In comparison with other Local Governments, the following material variances are in place:

City of Bunbury	10% and \$25,000
City of Greater Geraldton	10% and \$50,000
City of Kalgoorlie Boulder	10% and \$50,000
City of Albany	10% and \$100,000
City of Karratha	10% and \$50,000
City of Mandurah	10% and \$100,000

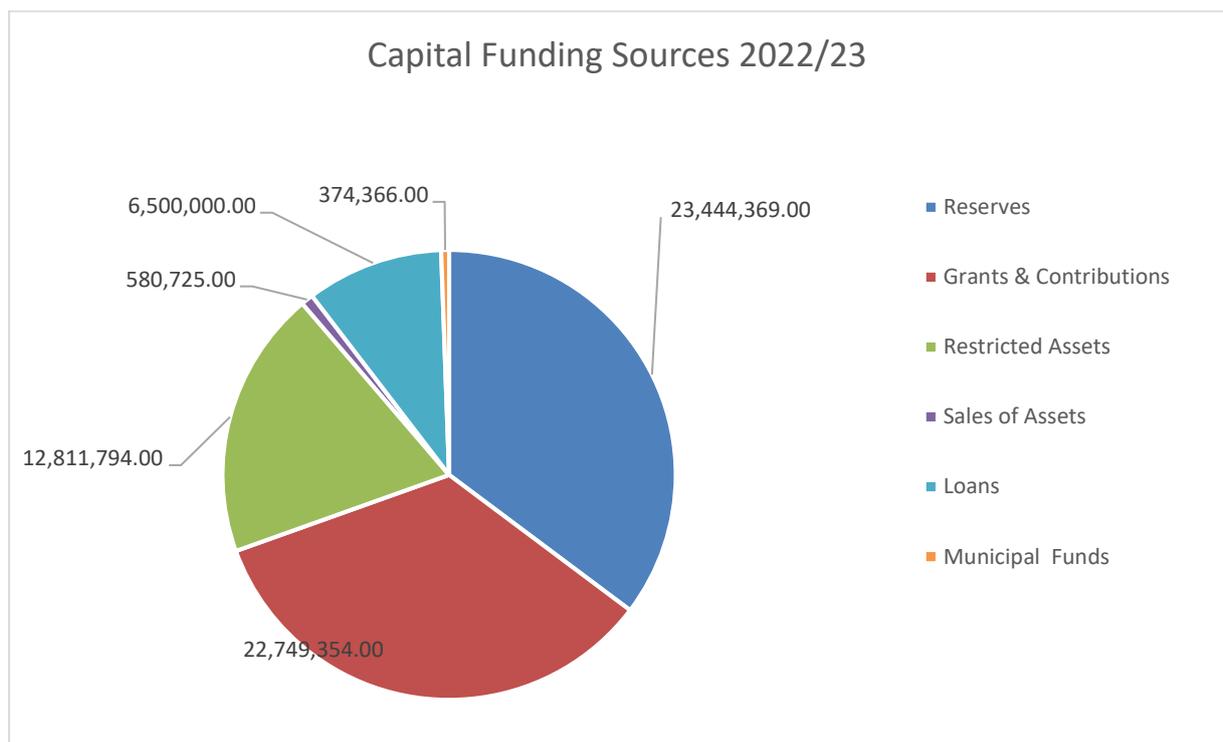
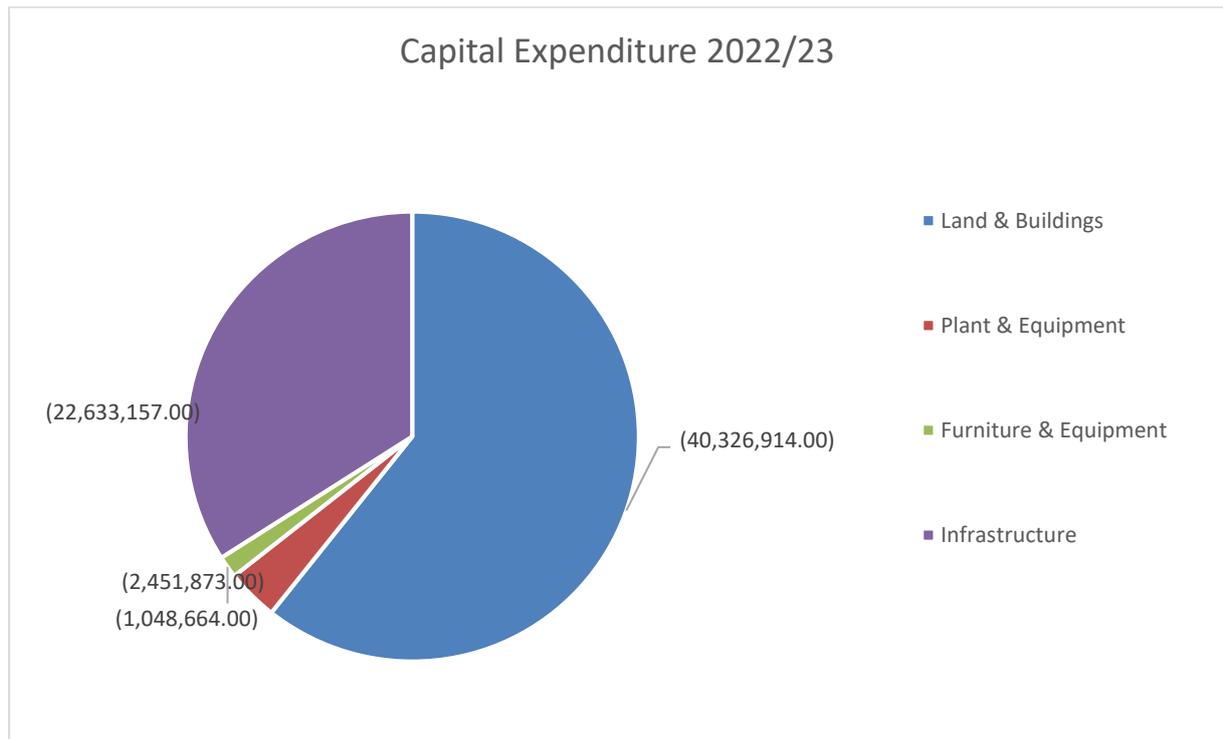
### **2022/2023 Annual Budget – Highlights**

The Budget as presented for adoption reflects a surplus position as at 30 June 2023 of \$336K, and comprises all of the amendments and additions as detailed in this report. The following provides a synopsis of relevant budget highlights:

Total expenditure is in the order of \$161M including approximately \$66M in capital expenditure and includes the following capital expenditure items:

Infrastructure	\$22.6M
Land and Buildings	\$40.3M
Plant and Equipment	\$2.5M
Furniture and Office Equipment	\$1.1M
<b>TOTAL</b>	<b>\$66.0M</b>

Buildings includes the continuation of the BPACC Construction Project, forecast at \$11.6M during the 22/23 financial year.



As reviewed and discussed in the Council Budget Workshops, the Budget includes a wide range of capital projects, which will benefit the City’s ratepayers. This is in addition to recurrent operational funding allocations to support a wide range of community services and initiatives. It is therefore considered that the Budget reflects value for money, whilst also being attentive to the desires and aspirations of the community, as reflected in the Council’s SCP.

**Fees and Charges**

To enable the Council’s Schedule of Fees and Charges to become effective from the commencement of the financial year, the Schedule is required to be adopted in advance of 30 June each year.

At its meeting of 27<sup>th</sup> April 2022, the Council adopted its Schedule of Fees and Charges for the 2022/2023 financial year.

Pursuant to Section 6.19 of the Act, local public notice was given and the Schedule of Fees and Charges came into effect from 1 July 2022.

Since this time several minor changes / additions have been made to the Schedule of Fees and Charges as follows:

- Addition of various Caravan Park License fees under the Health Related fee section in accordance with the relevant Regulations.
- Addition of various Effluent Disposal fees under the Health Related fee section in accordance with the relevant Regulations.
- Amendment of the Health Related fees for Noise Monitoring. Previously an escalating fees was charged depending on the size of the event. This variable scale is not permitted under the relevant regulations so therefore a flat fee is to be charged. The Regulations also permit the charging of a Late Fee, and therefore this is now listed.
- Amendment of the Rates/Property Related Matter fee for “Four Installment Option Administration Fee”. The fee has been increased by 10c to \$18.90, so that it is divisible by 3 matching the payment installment option.
- Amendment of the Rates/Property Related Matter fee for “Payment Arrangement Administration Fee” to identify that it is for the original agreement through the introduction of a \$10 fee for any subsequent reinstatement of the arrangement.
- Introduction of a Rates/Property Related Matter fee for “Direct Debit Dishonor Fee”. To be charged on the 3rd and subsequent dishonors, it reflects the staff time lost processing the event.
- A new schedule of fees titled Busselton Cultural Precinct is submitted to replace fees formally titled ArtGeo Cultural Complex and to include new fees associated with the hire and use of the currently under construction Busselton Performing Arts and Convention Centre (BPACC). BPACC fees have been developed after extensive benchmarking with similar sized regional venues utilising the most recent 2019 Venue Charges and Salaries Report from Performing Arts Connections Australia, information shared by other performing arts and convention centres and internal benchmarking against City managed facilities such as the Undalup room, Community Resource Centre, Youth and Activities Building and Naturaliste Community Centre. A Community Usage Policy is in development which will propose further discounts and fee waivers. The purpose of this policy is to provide guiding principles on how the City will encourage and facilitate community use of the spaces in the Cultural Precinct. BPACC fees are required to be adopted now to enable the venue to be promoted and events to start to be secured prior to the venue opening.
- Alteration of the wording for the existing charge for “Passenger Facilitation Fee for Open and Closed Charter Flights” at the Busselton – Margaret River Regional Airport to reflect the \$25 amount is incurred when utilising both ground handling and the terminal building. A new fee of \$12.50 has been introduced for when utilising the terminal building only, and not ground handling.
- Alteration of the “Lost Parking validation ticket” fee for the carpark at the BMRA from \$100 to \$140. This amount reflects a 14 day charge, preventing FIFO workers being able to pay a lower fee by reporting their ticket lost rather than paying the actual charge when on a 14 day swing.

- Addition of a charge for the Commercial Hire of the Outdoor Courts in the amount of \$20 per hour, as no fee currently existed.

DESCRIPTION	ADOPTED FEE 2021/22 (Exc GST)	PROPOSED FEE 2022/23 (Exc GST)	PROPOSED FEE 2022/23 (Inc GST)
<b><u>Park Home, Annexe &amp; Miscellaneous Caravan Park Fees</u></b>			
Caravan Park licence : minimum \$200 (statutory fees)	New	200.00	200.00
Long stay sites, per site	New	6.00	6.00
Short stay sites and sites in transit parks, per site	New	6.00	6.00
Camp site, per site	New	3.00	3.00
Overflow site, per site	New	1.50	1.50
<b><u>Effluent Disposal Fee</u></b>			
Local Government Application Fee (statutory fee)	New	118.00	118.00
Local Government Report Fee (recommended fee)	New	118.00	118.00
Fee for the grant of a permit to use apparatus (statutory fee)	New	118.00	118.00
<b><u>Noise Monitoring Regulation Fees</u></b>			
The maximum "Statutory" fee for consideration of a Regulation 18 application for approval is \$1000 (inc GST)			
<500 persons	220.00	225.00	225.00
500 – 1,000 persons and 1 performing area only	545.00	559.00	559.00
500 – 1,000 persons and 2 or more performing areas	875.00	897.00	897.00
>1,000 persons and 1 performing area only	875.00	897.00	897.00
>1,000 persons and 2 or more performing areas	1,000.00	1,000.00	1,000.00
Regulation 18 application fee (statutory fee)	New	1,000.00	1,000.00
Regulation 18 late fee (statutory fee)	New	250.00	250.00
Regulation 16 fee (statutory fee)	New	500.00	500.00
Regulation 14 fee (statutory fee)	New	500.00	500.00
Regulation 13 fee	New	160.00	160.00
<b><u>Rates/ Property Related Matters</u></b>			
<del>Bi Monthly Instalment Option Administration Fee</del>	<del>18.30</del>	<del>18.80</del>	<del>18.80</del>
Four Instalment Option Administration Fee	18.30	18.90	18.90
Payment Arrangement Administration Fee	30.50	31.50	31.50
Payment Arrangement Reinstatement Administration Fee	New	10.00	10.00
Direct Debit Dishonour Fee - raised on the 3rd and subsequent dishonours	New	15.00	15.00
<b><u>ARTGEO CULTURAL COMPLEX</u></b>			
<b><u>Courthouse Complex hire</u></b>			
Studio, Fodder Room and Bond store hire per hour each (Minimum 2 hours) (excluding exhibitions)	14.09	13.64	15.00
New Courtroom per one off event (excluding exhibitions)	200.00	204.55	225.00
Bond Store including Terrace Garden per one off event (excluding exhibitions)	145.45	149.09	164.00

Courtyard and Marine Terrace Garden per hour each (Minimum 2 hours)	45.45	13.64	15.00
Storage Fee per week	52.73	53.64	59.00
City of Busselton Art Award Entry Fee	31.82	31.82	35.00
Market Stall Fee	22.73	22.73	25.00
Heritage Tour Fee Adult	9.09	9.09	10.00
Heritage Tour Fee Child	4.55	4.55	5.00
Heritage Tour Family Pass (2 x Adults , 2 x Children)	18.18	18.18	20.00
<b><u>Exhibition hire</u></b>			
New Courtroom per week	200.00	204.55	225.00
Dayroom per week	90.91	92.73	102.00
Ballaarat House per week	145.45	149.09	164.00
Additional Installation and dismantle fee (per hour)	47.27	48.18	53.00
<i>Artists required to apply &amp; sign booking form. Additional exhibition charges based on cost-recovery are assessed on a case-by-case basis</i>			
<b><u>Commission Rates on exhibition sales</u></b>			
Community Groups	20% of retail sale	20% of retail sale	20% of retail sale (incl. GST) plus GST
ArtGeo Gallery	34% of retail sale	34% of retail sale	34% of retail sale (incl. GST) plus GST
<i>ArtGeo Gallery Please Note Protocol requires that established artists with an established representing gallery share sales commission between the temporary gallery and the permanent.</i>			
<b><u>Commission Rates on art sales</u></b>			
Rostered Artists	20% of retail sale	20% of retail sale	20% of retail sale (incl. GST) plus GST
Non-rostered Artists	30% of retail sale	30% of retail sale	30% of retail sale (incl. GST) plus GST
<i>Courthouse Gallery Please Note Protocol requires that established artists with an established representing gallery share sales commission between the temporary gallery and the permanent.</i>			
<b><u>BUSSELTON CULTURAL PRECINCT</u></b>			
<b><u>Performing Arts &amp; Convention Centre (new name TBC)</u></b>			
<b>Commercial Use</b>			
Main Theatre (per day)	New	2,300.00	2,530.00
Function Rooms (3 rooms) (per hour w 4hr minimum)	New	250.00	275.00
Function Rooms (2 rooms) (per hour w 4hrs minimum)	New	200.00	220.00
Function Room (1 room) (per hour w 2hrs minimum)	New	100.00	110.00
Rehearsal room (per hour)	New	100.00	110.00
Rehearsal Room (per day)	New	500.00	550.00
Courtyard (per hour, by negotiation pending other usage of the space)	New	250.00	275.00
Meeting room (per hour)	New	50.00	55.00
Whole venue (all spaces and theatre) (per day)	New	3,500.00	3,850.00

<b>Local Not For Profit/Community Group/School Use</b>			
Main Theatre (per day) (excluding co-presentations)	New	1,500.00	1,650.00
Main Theatre (set up/rehearsal) (excluding co-presentations)	New	500.00	550.00
Rehearsal room (per hour) (extended/recurring use by negotiation)	New	50.00	55.00
Courtyard (per hour)	New	200.00	220.00
Meeting room (per hour)	New	30.00	33.00
<b>Other Fees and Charges</b>			
Wages On-charged (FOH & Technical staff) (per hour, 4hr minimum)	New	54.55	60.00
Booking Fees (charged to hirers per ticket)	New	5%	5%
Marketing Support Charges (based on hirer requirements)	New	\$100-\$1000	\$110-\$1100
Kitchen Hire (required for external caterers only) (per event)	New	200.00	220.00
Cleaning Fee (per event) (+50% on Sundays)	New	163.64	180.00
Security staff (per hour, 3hr minimum)	New	90.91	100.00
Piano Usage (includes tuning)	New	300.00	330.00
Commission on sale of Merchandise (% gross sales)	New	10%	10%
<b>Main Art Gallery (name TBC)</b>			
Commission rates on exhibition sales	New	34%	34%
Exhibition Fee (per week)	New	227.27	250.00
Installation/Dismantle Fees (per hour)	New	54.55	60.00
Room Hire for events (includes use of kitchen)	New	363.64	400.00
<b>Bond Store Gallery</b>			
Commission rates on exhibition sales	20%	20%	20%
Exhibition Fee (per week)	111.82	109.09	120.00
Installation/Dismantle Fees (per hour)	48.18	54.55	60.00
Room Hire for events, shared with exhibition, incl. garden (per event)	140.09	150.00	165.00
<b>New Courtroom</b>			
Commission rates on exhibition sales	20%	20%	20%
Exhibition Fee (per week)	204.55	163.64	180.00
Installation/Dismantle Fees (per hour)	48.18	54.55	60.00
Room Hire for events, shared with exhibition (per event)	204.55	200.00	220.00
<b>Ballaarat House</b>			
Exhibition Fee (per week)	149.09	154.55	170.00
Installation/Dismantle Fees (per hour)	48.18	54.55	60.00
<b>Fodder Room</b>			
Community hire for workshops/classes (per hour, 2hr minimum)	13.64	13.64	15.00
<b>Old Courthouse Courtyard</b>			
Event Hire (per hour)	46.36	54.55	60.00

<b><u>Other Fees &amp; Charges</u></b>			
Storage Fee per week	52.73	53.64	59.00
City of Busseton Art Award Entry Fee	31.82	31.82	35.00
Market Stall Fee	22.73	22.73	25.00
Heritage Tour Fee Adult	9.09	9.09	10.00
Heritage Tour Fee Child	4.55	4.55	5.00
Heritage Tour Family Pass (2 adults, 2 children)	18.18	18.18	20.00
Additional exhibition charges, assessed on a case by case basis based on additional costs			
<b><u>BUSSETON-MARGARET RIVER REGIONAL AIRPORT</u></b>			
Passenger Facilitation Fee for Open & Closed Charter Flights (per departing passenger) utilising the terminal building	22.00	22.73	25.00
Passenger Facilitation Fee for Open and Closed Charter Flights (per departing passenger) utilising ground handling and terminal building	22.00	22.73	25.00
Passenger Facilitation Fee for Open and Closed Charter Flights (per departing passenger) utilising terminal building only	New	11.36	12.50
<del>Lost parking validation ticket</del>	<del>90.91</del>	<del>90.91</del>	<del>100.00</del>
Lost parking validation ticket	90.91	127.27	140.00
<b><u>COURT HIRE LEVIES</u></b>			
<b>Outdoor Court Hire – Commercial per Hour</b>	New	18.18	20.00

### **Statutory Environment**

As part of the annual budget development process, a local government must have regard for numerous requirements under the Act and associated Regulations. These include, but are not limited to, the following provisions:

- i. Adoption of Annual Budget  
Section 6.2 of the Act and Part 3 of the Local Government (Financial Management) Regulations detail the form and manner in which an annual budget is to be presented to the Council for formal consideration.
- ii. Reserve Accounts  
Section 6.11 of the Act provides guidance in respect of reserve accounts and also outlines the processes required should a local government determine to amend the purpose of a reserve.
- iii. Power to Borrow  
Sections 6.20 and 6.21 of the Act refer to a local government's power to borrow and the administrative requirements associated therewith.
- iv. Notice of Imposing Differential Rates  
Section 6.36 of the Act details the requirement for a local government to give local public notice of its intention to impose differential rates in the dollar and associated minimum payments in any year. The local public notice is to provide details of each differential rate in the dollar and associated minimum payment and must also invite public submissions to the proposal, for a period of not less than 21 days.
- v. Limit on revenue and income from general rates  
Section 6.34 prescribes the limits on which Council can yield in relation to its annual rates income. The Draft Budget falls within the threshold.

- vi. Adoption of Fees and Charges  
Sections 6.16 – 6.19 of the Act refer to the imposition, setting the level of, and associated administrative matters pertaining to fees and charges. The requirement to review fees and charges on an annual basis is detailed within Regulation 5 of the Local Government (Financial Management) Regulations. The Fees and Charges were adopted by Council in April 2022 and advertised to enable them to apply from 1 July 2022.

### **Relevant Plans and Policies**

The Budget has been guided by the SCP and CBP, along with associated informing plans (LTFP, Workforce Plan and Asset Management Plans). This is in addition to the range of other plans and policies which underpin specific components of the overall annual budget.

### **Financial Implications**

The budget adopted by the Council will determine the financial operations of the City of Busselton for the 2022/2023 financial year.

### **Stakeholder Consultation**

In its development, the Budget has been the subject of specific workshops convened with Council. Community groups and other not for profit organisations have also been invited to apply for funding allocations as part of the City's ongoing sponsorship related programs. Throughout the year, members of the public have also been invited to make submissions on a range of proposed projects and activities impacting on the Budget, particularly through the development of the SCP and CBP processes.

### **Risk Assessment**

The Budget has been informed by the SCP, and more particularly the underpinning CBP, LTFP, Workforce Plan and Asset Management Plans. The integration with these plans assists to address the risks associated with the adoption of the Budget, mainly that the City has the financial capacity to deliver the programs, projects and ongoing services as identified in the budget papers without causing any detrition in its financial base, and that the programs, projects and services align to the strategic goals and objectives set by Council.

### **Options**

As an alternative to the proposed recommendation the Council could:

1. The Council may determine to amend the Budget as presented for adoption.
2. The Council may also determine to amend the recommended variance reporting threshold in respect of the statutory Statement of Financial Activity Statement reporting.

### **CONCLUSION**

In accordance with the principles expressed in the LTFP and relevant Council Policies, the Budget has been drafted with a long term view of the needs of the City and its residents in mind. As illustrated in this report, the Budget includes a significant level of capital projects which will be of benefit to the City's ratepayers. Many of these projects are aligned with Council's SCP, and as such reflect the aspirations of the community.

It is therefore recommended that the Council adopts the Budget as presented.

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

The Budget will become effective immediately consequent to adoption by the Council.

No.	Name	Submission (Summarised)	Officer Comment
1	R. Watkins	<ul style="list-style-type: none"><li>• Objection to the proposed average 3.5% increase</li><li>• 3.5% Rates increase is excessive due to an elderly population.</li><li>• Footpaths are in a poor state especially in West Busselton</li><li>• Climate of increasing interest rates</li><li>• Does not agree with paying for the BPACC</li></ul>	<ul style="list-style-type: none"><li>• 3.5% one of the lowest rises within the region and well below CPI</li><li>• \$1.25M budgeted for footpath construction and renewal</li><li>• Interest rates factored into the budget.</li><li>• BPACC Committed to in previous financial year</li></ul>

**From** [REDACTED]  
**Sent:** Wednesday, 22 June 2022 1:33 PM  
**To:** Enquiries - City of Busselton <city@busselton.wa.gov.au>  
**Subject:** Rates

△This email is from outside the CoB. Links or attachments may not be safe.

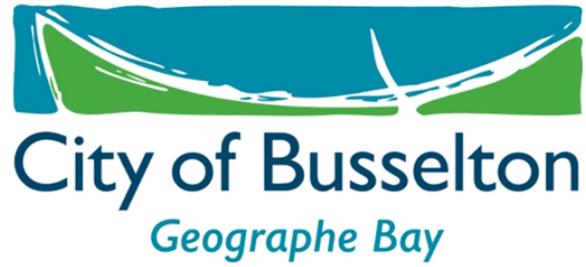
Att. CEO

RE: Differentiated Rates

I am not happy about this increase in rates, you make it sound as if it is nothing. You know busselton has a huge elderly population of home owners and a 3.5 per cent increase will hurt all of us. You have just committed us to pay off an Arts centre that did not have the majority of support. Why don't you do your jobs and look after our footpaths especially in West busselton as they are a disgrace and other core works around the place and leave things like Arts centres to the private sectors, they would not take it on because they know it is not profitable, so you have put it on the shoulders of home owners and in this climate of rising interest rates where will it end. Thanks for nothing...

[REDACTED]

Busselton



**ANNUAL BUDGET**

**FOR THE YEAR ENDED**

**30 JUNE 2023**

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

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**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

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**Community Vision**

Where environment, lifestyle and opportunity meet.

<b>City of Busselton</b>				
<b>Budget</b>				
<b>For the Year Ended 30<sup>th</sup> June 2023</b>				
<b>Statement of Comprehensive Income by Nature or Type</b>				
	Note	2022/23 Budget \$	2021/22 Actual \$	2021/22 Budget \$
<b>Revenue</b>				
Rates	2	57,741,408	54,785,774	54,933,780
Operating Grants, Subsidies and Contributions	11	3,432,638	6,166,651	4,730,088
Fees and Charges	18	19,894,021	19,528,793	18,102,218
Interest Earnings	12	2,019,250	754,276	609,250
Other Revenue		351,906	771,797	414,950
Gain on Sale of Non-Current Asset		0	461,893	0
Fair Value Adjustment		0	462,502	0
		<u>83,439,223</u>	<u>82,931,686</u>	<u>78,790,286</u>
<b>Expenses</b>				
Employee Costs		(36,307,918)	(33,845,687)	(34,562,209)
Materials and Contracts		(22,164,077)	(19,308,656)	(20,245,296)
Utility Charges		(2,876,680)	(2,750,011)	(2,774,773)
Depreciation on Non-Current Assets	6	(27,439,900)	(24,553,323)	(24,957,238)
Interest Expenses	12	(1,722,673)	(1,235,227)	(1,262,247)
Insurance Expenses		(652,369)	(783,825)	(777,707)
Other Expenditure		(5,544,622)	(3,085,870)	(7,517,880)
		<u>(96,708,239)</u>	<u>(85,562,599)</u>	<u>(92,097,350)</u>
		<b>(13,269,016)</b>	<b>(2,630,913)</b>	<b>(13,307,064)</b>
Non-Operating Grants, Subsidies and Contributions	11	31,102,583	24,387,664	34,846,780
Profit on Asset Disposals	5	23,632	68,489	46,714
Loss on Asset Disposals	5	(45,550)	(748,170)	(65,149)
		<u>31,080,665</u>	<u>23,707,983</u>	<u>34,828,345</u>
<b>NET RESULT</b>		<b>17,811,649</b>	<b>21,077,070</b>	<b>21,521,281</b>
<b>Other Comprehensive Income</b>				
Changes on revaluation of non-current assets		0	110,881,733	0
		<u>0</u>	<u>110,881,733</u>	<u>0</u>
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>17,811,649</b>	<b>131,958,803</b>	<b>21,521,281</b>

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

<b>City of Busselton</b>				
<b>Budget</b>				
<b>For the Year Ended 30<sup>th</sup> June 2023</b>				
<b>Statement of Financial Position</b>				
	Note	2022/23 Budget \$	2021/22 Actual \$	2021/22 Budget \$
<b>Current Assets</b>				
Cash and Cash Equivalents	4	11,798,737	35,655,454	48,888,186
Trade and Other Receivables		2,900,000	3,448,572	2,849,750
Other Financial Assets		62,189,475	62,177,873	10,059,374
Inventories		900,000	935,800	900,000
Finance Lease Receivables		300,000	217,911	0
Other Assets		350,000	367,383	197,380
Non-Current Assets Held for Resale		0	0	0
<b>TOTAL CURRENT ASSETS</b>		<b>78,438,212</b>	<b>102,802,993</b>	<b>62,894,690</b>
<b>Non-Current Assets</b>				
Trade and Other Receivables		557,434	540,050	393,785
Other Financial Assets		1,645,469	1,596,546	5,664,250
Property, Plant and Equipment	5	233,964,486	197,457,511	165,537,001
Infrastructure	5	657,053,620	649,197,308	606,251,531
Finance Lease Receivables		7,616,892	7,698,983	0
Right of Use Assets		104,785	342,734	342,734
<b>TOTAL NON-CURRENT ASSETS</b>		<b>900,942,686</b>	<b>856,833,132</b>	<b>778,189,301</b>
<b>TOTAL ASSETS</b>		<b>979,380,898</b>	<b>959,636,125</b>	<b>841,083,991</b>
<b>Current Liabilities</b>				
Trade and Other Payables		7,593,125	7,641,698	10,223,869
Contract Liabilities		2,000,000	2,500,000	3,000,000
Grant Liabilities		800,000	1,000,000	1,000,000
Lease Liabilities		114,652	253,816	250,975
Borrowings	7	4,500,000	4,330,300	3,100,000
Employee Relate Provisions		5,884,972	5,911,972	5,415,169
Other Provisions		0	0	0
<b>TOTAL CURRENT LIABILITIES</b>		<b>20,892,749</b>	<b>21,637,786</b>	<b>22,990,013</b>
<b>Non-Current Liabilities</b>				
Sundry Payable		0	0	0
Contract Liabilities		7,696,319	7,196,317	5,438,544
Grant Liabilities		6,219,726	6,019,726	3,276,559
Lease Liabilities		76,676	188,487	114,652
Borrowings	7	43,907,608	41,844,637	36,778,278
Employee Related Provisions		647,894	620,895	802,997
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>58,548,223</b>	<b>55,870,062</b>	<b>46,411,030</b>
<b>TOTAL LIABILITIES</b>		<b>79,440,972</b>	<b>77,507,848</b>	<b>69,401,043</b>
<b>NET ASSETS</b>		<b>899,939,926</b>	<b>882,128,277</b>	<b>771,682,948</b>
<b>Equity</b>				
Retained Surplus		505,123,908	475,903,053	490,835,247
Reserves – Cash/ Financial Asset Backed	9	59,608,589	71,017,796	45,564,223
Revaluation Surplus		335,207,429	335,207,428	235,283,478
<b>TOTAL EQUITY</b>		<b>899,939,926</b>	<b>882,128,277</b>	<b>771,682,948</b>

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

<b>City of Busselton</b>					
<b>Budget</b>					
<b>For the Year Ended 30<sup>th</sup> June 2023</b>					
<b>Statement of Changes in Equity</b>					
	Note	Retained Surplus \$	Reserves Cash Backed \$	Revaluation Surplus \$	Total Equity \$
Balance as at 1 July 2021		461,812,090	62,919,560	224,325,697	749,057,347
Changes in Accounting Policy		0	0	0	0
Correction of Errors		0	0	0	0
<b>Restated Balance</b>		<b>461,812,090</b>	<b>62,919,560</b>	<b>224,325,697</b>	<b>749,057,347</b>
<u>Comprehensive Income</u>					
Net Result		21,077,070	0	0	21,077,070
Changes on Revaluation of Non-Current Assets		1,112,129	0	110,881,731	111,993,860
Total Other Comprehensive Income		<b>22,189,199</b>	<b>0</b>	<b>110,881,731</b>	<b>133,070,930</b>
Reserve Transfers		(8,098,236)	8,098,236	0	0
<b>Balance as at 30 June 2022</b>		<b>475,903,053</b>	<b>71,017,796</b>	<b>335,207,428</b>	<b>882,128,277</b>
<u>Comprehensive Income</u>					
Net Result		17,811,649	0	0	17,811,649
Changes on Revaluation of Non-Current Assets		0	0	0	0
Total Other Comprehensive Income		<b>17,811,649</b>	<b>0</b>	<b>0</b>	<b>17,811,649</b>
Reserve Transfers		11,409,207	(11,409,207)	0	0
<b>Balance as at 30 June 2023</b>		<b>505,123,909</b>	<b>59,608,589</b>	<b>335,207,428</b>	<b>899,939,926</b>

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

<b>City of Busselton</b>				
<b>Budget</b>				
<b>For the Year Ended 30<sup>th</sup> June 2023</b>				
<b>Statement of Cash Flows</b>				
	Note	2022/23 Budget \$	2021/22 Actual \$	2021/22 Budget \$
<b>Cash Flows from Operating Activities</b>				
<b>Receipts</b>				
Rates		57,424,221	55,722,467	54,747,292
Operating Grants, Subsidies and Contributions		4,276,839	5,141,572	4,980,034
Fees & Charges		20,193,942	19,067,594	18,268,448
Interest Earnings		2,019,250	754,276	609,250
Goods and Services Tax Received		5,880,943	7,405,825	5,000,000
Other Revenue		728,401	4,832,610	623,621
		90,523,596	92,924,344	84,228,645
<b>Payments</b>				
Employee Costs		(36,308,328)	(33,995,104)	(34,562,139)
Materials and Contracts		(22,204,847)	(23,421,262)	(20,203,202)
Utility Charges		(2,876,680)	(2,750,011)	(2,774,773)
Interest Expenses		(1,722,673)	(1,235,227)	(1,262,247)
Insurance Expenses		(652,369)	(783,825)	(777,707)
Goods and Services Tax Paid		(6,500,000)	(7,324,129)	(5,000,000)
Other Expenditure		(5,548,047)	(5,214,041)	(7,517,880)
		(75,812,944)	(74,723,599)	(72,097,948)
<b>Net Cash Provided by (used in) Operating Activities</b>	4	14,710,652	18,200,745	12,130,697
<b>Cash Flows from Investing Activities</b>				
Payment for Purchase of Property, Plant and Equipment	5	(43,819,451)	(8,995,166)	(26,545,804)
Payment for Construction of Infrastructure	5	(22,645,125)	(22,623,149)	(38,334,501)
Non-Operating Grants, Subsidies and Contributions used for the Development of Assets		25,362,583	13,022,944	25,765,853
Proceeds from Sale of Assets	5	613,452	2,757,564	776,071
Financial Assets at Amortised Costs – Term Deposits		0	(0)	9,500,000
<b>Net Cash Provided By (Used In) Investing Activities</b>		(40,488,541)	(15,837,807)	(28,838,381)
<b>Cash Flows from Financing Activities</b>				
Repayment of Borrowings /Leases	7,8	(4,768,303)	(3,906,958)	(4,328,619)
Proceeds from Self Supporting Loans		189,476	91,238	267,033
Advance of Self Supporting Loan		(250,000)	(1,325,000)	(5,450,000)
Proceeds from New Borrowings	7	6,750,000	21,325,000	15,450,000
<b>Net Cash Provided By (Used In) Financing Activities</b>		1,921,173	16,184,280	5,938,414
<b>Net Increase (Decrease) in Cash Held</b>		(23,856,716)	18,547,218	(10,769,270)
Cash at Beginning of Year		35,655,453	17,108,236	59,657,456
<b>Cash and Cash Equivalents at the End of the Year</b>	4	11,798,737	35,655,454	48,888,186

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

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City of Busselton

<b>City of Busselton</b>				
<b>Budget</b>				
<b>For the Year Ended 30<sup>th</sup> June 2023</b>				
<b>Rate Setting Statement (by Nature &amp; Type)</b>				
	Note	2022/23 Budget \$	2021/22 Actual \$	2021/22 Budget \$
<b>Operating Activities</b>				
Net current assets at start of financial year – surplus/(deficit)		507,353	2,448,380	2,448,380
<b>Revenue from Operating Activities (exc. general rates)</b>				
Rates (SAR's)		629,826	606,213	604,392
Operating Grants, Subsidies and Contributions		3,432,638	6,166,651	4,730,088
Fees and Charges		19,894,021	19,528,793	18,102,218
Interest Earnings		2,019,250	754,276	609,250
Other Revenue		351,906	771,797	414,950
Gain on Sale of Non-Current Asset		0	462,502	0
Fair Value Adjustment		0	461,893	0
		<u>26,327,641</u>	<u>28,752,125</u>	<u>24,460,898</u>
<b>Expenditure from Operating Activities</b>				
Employee Costs		(36,307,918)	(33,845,687)	(34,562,209)
Materials and Contracts		(22,164,077)	(19,308,656)	(20,245,296)
Utility Charges		(2,876,680)	(2,750,011)	(2,774,773)
Depreciation on Non-Current Assets		(27,439,900)	(24,553,323)	(24,957,238)
Interest Expenses		(1,722,673)	(1,235,227)	(1,262,247)
Insurance Expenses		(652,369)	(783,825)	(777,707)
Other Expenditure		(5,544,622)	(3,085,870)	(7,517,880)
		<u>(96,708,239)</u>	<u>(85,562,599)</u>	<u>(92,097,350)</u>
<b>Profit/ (Loss) on Disposal of Assets</b>				
Profit on Asset Disposals		23,632	68,489	46,714
Loss on Asset Disposals		(45,550)	(748,170)	(65,149)
		<u>(21,918)</u>	<u>(679,681)</u>	<u>(18,435)</u>
Non-cash amounts excluded from operating activities		21,721,818	13,541,030	16,366,860
<b>Amount attributable to operating activities</b>		<u>(48,680,698)</u>	<u>(43,949,125)</u>	<u>(51,288,027)</u>
<b>Investing Activities</b>				
Non-operating grants, subsidies and contributions	11	31,102,583	24,387,664	34,846,780
Purchase land held for resale	5	0	0	0
Purchase property, plant and equipment	5	(43,827,451)	(8,611,327)	(26,537,397)
Purchase and construction of infrastructure	5	(22,633,157)	(22,623,149)	(38,334,501)
Proceeds from disposal of assets	5	613,452	2,757,564	776,071
Proceeds from self-supporting loans	7	189,476	91,238	267,033
		<u>(34,555,097)</u>	<u>(3,998,010)</u>	<u>(28,982,014)</u>
<b>Financing Activities</b>				
Repayment of borrowings	7	(4,517,329)	(3,417,758)	(3,839,418)
Principal elements of finance lease payments	8	(250,974)	(489,200)	(489,199)
Proceeds from new borrowings	7	6,750,000	21,325,000	15,450,000
Advance to Community Groups	7	(250,000)	(1,325,000)	(5,450,000)
Transfers to cash backed reserves (restricted assets)		(24,477,257)	(68,099,447)	(22,130,972)
Transfers from cash backed reserves		48,698,258	43,832,952	41,070,043
<b>Amount attributable to financing activities</b>		<u>25,952,698</u>	<u>(8,173,453)</u>	<u>24,610,454</u>
<b>Budgeted deficiency before imposition of general rates</b>		<u>(56,775,744)</u>	<u>(53,672,208)</u>	<u>(53,211,207)</u>
<b>Estimated amount to be raised from general rates</b>	2	<u>57,111,582</u>	<u>54,179,561</u>	<u>54,329,388</u>
<b>Net current assets at end of financial year – surplus/(deficit)</b>	3	<u>335,838</u>	<u>507,353</u>	<u>1,118,181</u>

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

<b>City of Busselton</b>	
<b>Budget</b>	
<b>For the Year Ended 30<sup>th</sup> June 2023</b>	
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City of Busselton

## City of Busselton

### Budget

#### For the Year Ended 30<sup>th</sup> June 2023

1(a) **BASIS OF PREPARATION**

The annual budget has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the Local Government Act 1995 and accompanying regulations.

The Local Government Act 1995 and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent. The Local Government (Financial Management) Regulations 1996 specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this annual budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the budget has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Financial reporting disclosures in relation to assets and liabilities required by the Australian Accounting Standards have not been made unless considered important for the understanding of the budget or required by legislation.

**The local government reporting entity**

All funds through which the City of Busselton controls resources to carry on its functions have been included in the financial statements forming part of this annual budget.

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 17 to the annual budget.

**2021/22 actual balances**

Balances shown in this budget as 2021/22 Actual are estimates as forecast at the time of preparation of the annual budget and are subject to final adjustments.

**Budget comparative figures**

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

**Comparative figures**

Where required, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

**Initial application of accounting standards**

During the budget year, the below revised Australian Accounting Standards and Interpretations are expected to be compiled, become mandatory and be applicable to its operations.

- AASB 2020-3 Amendments to Australian Accounting Standards - Annual Improvements 2018-2020 and Other Amendments

- AASB 2020-6 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current - Deferral of Effective Date  
It is not expected these standards will have an impact on the annual budget.

**New accounting standards for application in future years**

The following new accounting standards will have application to local government in future years:

- AASB 2021-2 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies or Definition of Accounting Estimates

- AASB 2021-6 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies: Tier 2 and Other Australian Accounting Standards

It is not expected these standards will have an impact on the annual budget.

**Judgements, estimates and assumptions**

The preparation of the annual budget in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- estimation of fair values of land and buildings and investment property
- impairment of financial assets
- estimation uncertainties and judgements made in relation to lease accounting
- estimated useful life of assets

**Rounding off figures**

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

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**1(b) KEY TERMS AND DEFINITIONS - NATURE OR TYPE**

**REVENUES**

**RATES**

All rates levied under the Local Government Act 1995. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, and interest on arrears, service charges and sewerage rates.

**SERVICE CHARGES**

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services.

Excludes rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**PROFIT ON ASSET DISPOSAL**

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

**NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**FEES AND CHARGES**

Revenue (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

**INTEREST EARNINGS**

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**OTHER REVENUE / INCOME**

Other revenue, which cannot be classified under the above headings, includes dividends, discounts, and rebates. Reimbursements and recoveries should be separated by note to ensure the correct calculation of ratios.

**EXPENSES**

**EMPLOYEE COSTS**

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences safety expenses, medical examinations, fringe benefit tax, etc.

**MATERIALS AND CONTRACTS**

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, and rental or lease expenditures.

**UTILITIES (GAS, ELECTRICITY, WATER, ETC.)**

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

**INSURANCE**

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

**LOSS ON ASSET DISPOSAL**

Loss on the disposal of fixed assets includes loss on disposal of long term investments.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation and amortisation expense raised on all classes of assets.

**INTEREST EXPENSES**

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

**OTHER EXPENDITURE**

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

1(c) **KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS**

'In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the City's Community Vision, and for each of its broad activities/programs.

**OBJECTIVE**

**ACTIVITIES**

**General Purpose Funding**

To collect revenue to allow for the provision of services.

Rates, interest revenue and other general purpose Government grants together with any expenses incurred in realising these incomes.

**Governance**

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

Includes the activities of members of Council and the administrative support available to the Council for the provision of governance to the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific Council services.

**Law, Order and Public Safety**

To provide services to help ensure a safer and environmentally conscious community.

Supervision and enforcement of various by-laws, fire prevention, animal control and emergency services. Council also provides assistance to surf lifesaving efforts.

**Health**

To provide an operational framework for environmental and community health.

Inspections of food outlets and their control, noise control, waste disposal compliance, mosquitoes and stingers control.

**Education and Welfare**

To provide services for the elderly, children and youth.

Annual donation relative to the operation of a Senior Citizen's Centre.

**Housing**

To provide and maintain elderly residents housing.

The operation of three sets of aged persons homes.

**Community Amenities**

To provide services required by the community.

Includes rubbish collection and disposal services, recycling initiatives, septic tank inspection services, urban stormwater drainage networks, environmental protection initiatives, operation of three cemeteries, town scaping facilities, as well as the administration of Council's Town Planning Scheme and associated policies and obligations.

**Recreation and Culture**

To establish and effectively manage infrastructure and resources which will help the social well-being of the community.

Maintenance of halls, swimming areas and beaches, various reserves, recreation programs, the Busselton Jetty, the operation of the two Libraries, the maintenance and operation of the two Leisure Centres, and the employment of a Cultural Development Officer.

**Transport**

To provide safe, effective and efficient transport services to the community.

Construction and maintenance of roads, bridges, drainage, footpaths, cycle ways, parking facilities, traffic signs and depot. Also includes cleaning of streets, maintenance of street trees, street lighting etc. Control and maintenance of a regional airport.

**Economic Services**

To help promote the City and its economic wellbeing.

The regulation and provision of tourism initiatives, the maintenance and operation of a Caravan park and the implementation of building controls. Provision of rural services including weed control, vermin control and standpipes.

**Other Property and Services**

To monitor and control Council's overheads operating accounts.

Private works operation, plant repair and operation costs and engineering operation costs.

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

2. Rates and Service Charges

(a) Rating Information – 2022/23 Financial Year

Rate Type	Rate in \$	Number of Properties	Rateable Value \$	2022/23 Budgeted Rate Revenue \$	2022/23 Budgeted Interim Rates \$	2022/23 Budgeted Total Revenue \$	2021/22 Actual Total Revenue \$	2021/22 Budget Total Revenue \$
<b>Differential General Rate</b>								
GRV-Residential	0.082183	14,403	337,747,416	27,757,020	0	27,757,020	26,628,541	26,628,541
GRV- Residential Holiday Homes	0.091254	779	19,544,720	1,783,530	0	1,783,530	1,647,224	1,647,224
GRV-Industrial	0.114991	460	22,968,105	2,641,123	0	2,641,123	2,597,285	2,597,285
GRV-Commercial	0.108007	1,320	80,759,071	8,722,538	0	8,722,538	8,247,393	8,247,393
GRV-Residential Vacant	0.082183	226	7,748,140	636,764	0	636,764	695,476	695,476
GRV-Industrial Vacant	0.114991	45	1,154,500	132,757	0	132,757	131,889	131,889
GRV-Commercial Vacant	0.108007	55	2,912,852	314,608	0	314,608	266,699	266,699
UV-Holiday Home	0.003862	111	61,421,000	237,207	0	237,207		
UV-Primary Production	0.004065	743	669,091,000	2,719,853	0	2,719,853	2,644,963	2,644,963
UV-Rural	0.003961	1,425	843,259,000	3,340,143	0	3,340,143	3,445,146	3,445,146
UV-Commercial	0.007483	156	109,393,000	818,588	0	818,588	783,243	783,243
Interim Rates				0	743,689	743,689	486,641	630,850
<b>Sub-Totals</b>		<b>19,723</b>	<b>2,155,998,804</b>	<b>49,104,131</b>	<b>743,689</b>	<b>49,847,820</b>	<b>47,574,500</b>	<b>47,718,709</b>
<b>Minimum Differential General Rate</b>	<b>Minimum \$</b>							
GRV-Residential	1,460	1,436	23,839,280	2,096,560	0	2,096,560	1,779,420	1,779,420
GRV- Residential Holiday Homes	1,517	30	477,360	45,510	0	45,510	38,090	38,090
GRV-Industrial	1,460	19	198,132	27,740	0	27,740	28,200	28,200
GRV-Commercial	1,460	640	5,381,589	934,400	0	934,400	889,710	889,710
GRV-Residential Vacant	1,460	1,188	9,529,470	1,734,480	0	1,734,480	1,473,450	1,473,450
GRV-Industrial Vacant	1,460	0	0	0	0	0	0	0
GRV-Commercial Vacant	1,460	54	368,340	78,840	0	78,840	88,830	88,830
UV-Holiday Home	1,754	63	25,737,000	110,502	0	110,502		
UV-Primary Production	1,460	257	68,382,500	375,220	0	375,220	349,680	349,680
UV-Rural	1,594	1,005	259,687,700	1,601,970	0	1,601,970	1,712,480	1,712,480
UV-Commercial	1,460	90	4,873,769	131,400	0	131,400	126,900	126,900
<b>Sub-Totals</b>		<b>4,782</b>	<b>398,475,140</b>	<b>7,136,622</b>	<b>0</b>	<b>7,136,622</b>	<b>6,486,760</b>	<b>6,486,760</b>
Back Rates / Prior Period Adjustments						127,140	118,301	123,919
<b>Total Amount Raised from General Rates Specified Area Rate</b>						<b>57,111,582</b>	<b>54,179,561</b>	<b>54,329,388</b>
						629,826	606,213	604,392
<b>Total Rates</b>						<b>57,741,408</b>	<b>54,785,774</b>	<b>54,933,780</b>

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**Notes to and Forming Part of the Budget**

**2. Rates and Service Charges (Continued)**

**(a) Rating Information – 2022/23 Financial Year (Continued)**

The general rates detailed above for the 2022/23 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year. The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services / facilities.

**(b) Interest Charges and Instalments**

An interest rate of 7% will be charged on all rate payments which are late. It is estimated this will generate income of \$171,000.

Five separate payment option plans will be made available to all ratepayers for the payment of their rates.

<b>Instalment options</b>	<b>Date due</b>	<b>Instalment plan admin charge \$</b>	<b>Instalment plan interest rates %</b>	<b>Unpaid rates interest rates %</b>
<b>OPTION ONE</b>				
Single full payment	16/09/2022	0	0.0%	7.0%
<b>OPTION TWO</b>				
(Four equal or near equal instalments)				
First instalment	16/09/2022	0.00	5.5%	7.0%
Second instalment	16/11/2022	6.30	5.5%	7.0%
Third instalment	16/01/2023	6.30	5.5%	7.0%
Fourth instalment	16/03/2023	6.30	5.5%	7.0%
<b>OPTION THREE</b>				
40 equal or near equal weekly instalments	First payment date 16/09/2022	31.30	5.5%	7.0%
<b>OPTION FOUR</b>				
20 equal or near equal fortnightly instalments	First payment date 16/09/2022	26.20	5.5%	7.0%
<b>OPTION FIVE</b>				
10 equal or near equal monthly instalments	First payment date 16/09/2022	21.10	5.5%	7.0%

The total revenue from the imposition of the interest and administration charge referred to above is estimated at:-

	<b>2022/23 Budget \$</b>	<b>2021/22 Actual \$</b>	<b>2021/22 Budget \$</b>
Administration Fee	122,966	115,929	119,850
Late Payment Interest	150,000	170,721	150,000
Instalment Plan Interest	259,250	264,150	259,250
	<b>532,216</b>	<b>550,800</b>	<b>529,100</b>

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**Notes to and Forming Part of the Budget**

**2. Rates and Service Charges (Continued)**

**(c) Objectives and Reasons for Differential Rating**

To provide equity in the rating of properties across the City the following rate categories have been determined for the implement of differential rating.

**Differential Rates – Gross Rental Valuations (GRV)**

<b>Description</b>	<b>Characteristics</b>	<b>Objects</b>	<b>Reasons</b>
Residential (Improved/ Vacant)	Rateable land zoned or used or held for Residential purposes.	The object of this category is to apply a differential general rate or minimum payment to land used or held or zoned for residential purposes. And to act as the City's benchmark differential rate and minimum payment by which all other GRV rated properties are assessed.	The reason for this rate is to ensure that all ratepayers make a reasonable contribution towards the ongoing maintenance and provision of works, services and facilities throughout the City.
GRV Holiday Home	Rateable land used or held for Holiday Home purposes.	The object of this category is to apply a differential rate or minimum payment to land with a Gross Rental Value that is wholly or partly used or held or zoned for Holiday Home purposes.	The reason for this rate is in order to assist with the funding of Tourism, Marketing, Events and Economic Development related projects, activities and services throughout the district.
Industrial (Improved/ Vacant)	Rateable land zoned or used or held for Industrial purposes.	The object of this category is to apply a differential rate or minimum payment to land wholly or partly used or held or zoned for Industrial purposes.	The reason for this rate is in order to assist with the funding of Tourism, Marketing, Events and Economic Development related projects, activities and services throughout the district.
Commercial (Improved/ Vacant)	Rateable land zoned or used or held for Commercial purposes	The object of this category is to apply a differential rate or minimum payment to land wholly or partly used or held or zoned for Commercial purposes	The reason for this rate is in order to assist with the funding of Tourism, Marketing, Events and Economic Development related projects, activities and services throughout the district.

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**Notes to and Forming Part of the Budget**

**2. Rates and Service Charges (Continued)**

**(d) Differential Rates – Unimproved Valuations (UV)**

<b>Description</b>	<b>Characteristics</b>	<b>Objects</b>	<b>Reasons</b>
Primary Production	Rateable land zoned or used or held for Primary Production purposes.	The object of this category is to apply a differential general rate or minimum payment to land used or held or zoned for bona-fide farming and is to act as the City's benchmark differential rate by which all other UV rated properties are assessed.	The reason for this rate is to ensure that all ratepayers make a reasonable contribution towards the ongoing maintenance and provision of works, services and facilities throughout the City.
UV Rural	Rateable land zoned or used or held for Rural purposes.	The object of this category is to apply a differential rate or minimum payment to land used or held or zoned for non-primary production or non-commercial purposes.	The reason for this rate is to acknowledge that the majority of properties in this category are typically of a rural residential nature and that the level of rating should be more reflective of such use.
UV Holiday Home	Rateable land zoned for Holiday Home purposes	The object of this category is to apply a differential rate or minimum payment to land with an Unimproved Value that is wholly or partly used or held or zoned for Holiday Home purposes.	The reason for this rate is in order to assist with the funding of Tourism, Marketing, Events and Economic Development related projects, activities and services throughout the district.
UV Commercial	Rateable land zoned or used or held for Commercial.	The object of this category is to apply a differential rate or minimum payment to land with an Unimproved Value that is wholly or partly used or held or zoned for commercial purposes.	The reason for this rate is in order to assist with the funding of Tourism, Marketing, Events and Economic Development related projects throughout the district, and to achieve a fair and equitable level of rating between commercial properties within both the UV and GRV differential rating categories.

**Differential Minimum Payment**

General Minimum Rate \$1,460, GRV Holiday Homes \$1,517, UV Rural Minimum \$1,594 and UV Holiday Homes \$1,754.

**(e) Variation to Adopted Differential Rates to Local Public Notice**

The following rates and minimum payments were previously set out in the local public notice giving notice of the intention to charge differential rates.

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

2. Rates and Service Charges (Continued)

Differential general rate or general rate	Proposed Rate in \$	Adopted Rate in \$	Reason for the Difference
Residential	0.082867	0.082183	Revaluations post advertising
Residential - Vacant Land	0.082867	0.082183	Revaluations post advertising
GRV Holiday Home	0.089779	0.091254	Revaluations post advertising
Industrial	0.112680	0.114991	Revaluations post advertising
Industrial - Vacant Land	0.112680	0.114991	Revaluations post advertising
Commercial	0.107612	0.108007	Revaluations post advertising
Commercial - Vacant Land	0.107612	0.108007	Revaluations post advertising
Primary Production	0.004065	0.004065	Revaluations post advertising
UV Rural	0.003918	0.003961	Revaluations post advertising
UV Commercial	0.007270	0.007483	Revaluations post advertising
UV Holiday Home	0.004272	0.003862	Revaluations post advertising

Minimum Payments	Proposed Minimum \$	Adopted Minimum \$	Reason for the Difference
Residential	1,460	1,460	No Change
Residential - Vacant Land	1,460	1,460	No Change
GRV Holiday Home	1,517	1,517	No Change
Industrial	1,460	1,460	No Change
Industrial - Vacant Land	1,460	1,460	No Change
Commercial	1,460	1,460	No Change
Commercial - Vacant Land	1,460	1,460	No Change
Primary Production	1,460	1,460	No Change
UV Rural	1,594	1,594	No Change
UV Commercial	1,460	1,460	No Change
UV Holiday Home	1,754	1,754	No Change

(f) Specified Area Rates

	Rate in \$	Basis of Rate	Rateable Value	2022/23 Budgeted Revenue \$	2022/23 Interim Revenue \$	2022/23 Total Budget Revenue \$	2021/22 Actual \$	2021/22 Budget \$
Port Geographe	0.013492	GRV	17,613,802	237,645	0	237,645	228,125	229,019
Provence	0.012309	GRV	16,053,490	197,603	0	197,603	190,118	188,484
Provence	0.000144	UV	5,505,000	793	0	793	768	768
Vasse	0.015269	GRV	12,691,480	193,785	0	193,785	187,202	186,121
				<b>629,826</b>	<b>0</b>	<b>629,826</b>	<b>606,213</b>	<b>604,392</b>

	Purpose of the rate	Area of properties rate is to be imposed on
Port Geographe	To all properties within the area known as Port Geographe, in order to meet the obligations of the City under the Port Geographe Management Deed. The rate is applied to all properties within the area of former Town Planning Scheme No. 19 based upon a property's Gross Rental Value.	The rate is applied to all properties within the area known as Port Geographe.
Provence	To all properties within the area known as the Provence Subdivision (Busselton Airport North), in order to hold funds for the maintenance of the approved higher standard of landscaping within the Provence subdivision in accordance with Council resolution C0806/172.	To all properties within the area known as the Provence Subdivision (Busselton Airport North).

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**Notes to and Forming Part of the Budget**

**2. Rates And Service Charges (Continued)**

Provence	To all properties within the area known as the Provence Subdivision (Busselton Airport North), in order to hold funds for the maintenance of the approved higher standard of landscaping within the Provence subdivision in accordance with Council resolution C0806/172.	To all properties within the area known as the Provence Subdivision (Busselton Airport North).
Vasse	To all properties within the area known as the Vasse (Birchfields) Subdivision, in order to hold funds for the maintenance of the approved higher standard of landscaping within the Vasse (Birchfields) subdivision in accordance with Council resolution C0806/173.	To all properties within the area known as the Vasse (Birchfields) Subdivision.

**(g) Service Charges**

Amount of Charge	2022/23 Budgeted Revenue	Amount of Charge	2022/23 Budgeted Revenue	Budget Applied to Cost	2021/22 Actual Revenue	2021/22 Budget Revenue
\$	\$	\$	\$	\$	\$	\$
0	0	0	0	0	0	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**(h) Discounts, Incentives, Concessions, & Write-offs**

Discount	Type	2022/23 Budget	2021/22 Actual	2021/22 Budget
%		\$	\$	\$
0	Adjustment	127,140	118,301	123,918
0	Write-off's	0	0	0
		<b>127,140</b>	<b>118,301</b>	<b>123,918</b>

**(i) Waivers and Concessions**

Rate or Fee and Charge to which the Waiver or Concession is Granted	Type	Disc %	Disc (\$)	2022/23 Budget \$	2021/22 Actual \$	2021/22 Budget \$	Circumstances in which the waiver or concession is granted	Objects and reasons of the waiver or concession
Concession				89	82	82	Properties that are divided by local government boundaries.	Provide concessional treatment to counteract the effects of any minimum payment being potentially applied twice, or rated where the value would raise more than the minimum.
				<b>89</b>	<b>82</b>	<b>82</b>		

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

3. Net Current Assets	Note	2022/23 Budget \$	2021/22 Actual \$	2021/22 Budget \$
<b>(a) Composition of Estimated Net Current Asset Position</b>				
<b>Current Assets</b>				
Cash and cash equivalents – unrestricted	3	59,525	0	4,167,819
Cash and cash equivalents – restricted	3	11,739,212	35,960,213	44,720,367
Financial Assets – unrestricted		0	0	0
Financial Assets – restricted		62,000,000	62,000,000	10,000,000
Receivables		2,900,000	3,448,573	2,849,750
Inventory		900,000	935,800	900,000
		77,598,737	102,344,586	62,637,936
<b>Less : Current Liabilities</b>				
Bank Overdraft		0	(304,760)	0
Trade and other payables		(3,523,687)	(3,572,260)	(6,799,388)
Contract/ Grant liabilities		(2,800,000)	(3,500,000)	(4,000,000)
Deposits & Bonds		(4,069,438)	(4,069,438)	(3,424,482)
		(10,393,125)	(11,446,458)	(14,223,870)
Net current assets		67,205,612	90,898,128	48,414,066
Add : Current Liabilities Cash Backed		6,869,438	7,569,438	7,424,482
Less : Cash - Restricted		(73,739,212)	(97,960,213)	(54,720,367)
Net current assets used in the Rate Setting Statement		<b>335,838</b>	<b>507,353</b>	<b>1,118,181</b>

The estimated surplus/ (deficiency) C/Fwd. in the 2021/22 actual column represents the forecast surplus (deficit) brought forward as at 1 July 2022.

The estimated surplus/ (deficiency) C/Fwd. in the 2022/23 budget column represents the surplus (deficit) carried forward as at 30 June 2023.

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

3. Net Current Assets (Continued)

	2022/23 Budget 30 June 23 \$	2021/22 Actual 30 June 22 \$	2021/22 Budget 30 June 22 \$	2020/21 Actual 30 June 21 \$
(b) <b>Non-cash amounts excluded from operating activities</b>				
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with Financial Management Regulation 32.				
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	(23,632)	(68,489)	(46,714)	(148,677)
Less: Non-cash grants and contributions for assets	(5,740,000)	(12,055,549)	(5,600,000)	(9,424,331)
add: Movement in liabilities associated with restricted cash	0	1,386,870	(3,008,813)	1,978,405
Less: Movement in finance leases	0	0	0	(2,852,822)
Less: Fair value adjustments to financial assets at fair value through profit and loss	0	(891,161)	0	0
Less: Movement in pensioner deferred rates (non-current)	0	(16,835)	0	11,499
Less: Movement in employee benefit provisions (non-current)	0	(115,299)	0	314,957
Add: Loss on disposal of assets	45,550	748,170	65,149	521,958
Add: Depreciation on non-current assets	27,439,900	24,553,323	24,957,238	24,607,001
<b>Non cash amounts excluded from operating activities</b>	<b>21,721,818</b>	<b>13,541,030</b>	<b>16,366,860</b>	<b>15,007,990</b>
(c) <b>Surplus/(deficit) after imposition of general rates</b>				
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with Financial Management Regulation 32 to agree to the surplus/(deficit) after imposition of general rates.				
<b>Adjustments to net current assets</b>				
Less: Reserves/ Restricted - cash backed	(73,739,212)	(97,960,213)	(54,720,367)	(73,693,717)
Less: Financial assets at amortised cost - self-supporting loans	(189,475)	(177,873)	(59,374)	(59,374)
Less: Other Adjustments	(350,000)	(367,383)	(197,380)	(197,380)
- Current portion of lease receivables	(300,000)	(217,911)	0	(217,910)
Less : Assets held for sale	0	0	0	(2,035,508)
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings	4,500,000	4,330,300	3,100,000	3,020,442
- Current portion of contract liability held in reserve/ restricted cash	2,000,000	2,500,000	3,000,000	2,521,219
- Current portion of grant liability held in reserve/ restricted cash	800,000	1,000,000	1,000,000	988,563
- Current portion of deposits and bonds held in restricted cash	4,069,438	4,069,438	3,424,482	3,424,482
- Current portion of lease liabilities	114,652	253,816	250,974	492,042
- Current portion of employee benefit provisions	5,884,972	5,911,972	5,415,169	5,502,681
- Current portion of other provisions	0	0	0	430,000
<b>Total adjustments to net current assets</b>	<b>(57,209,625)</b>	<b>(80,657,854)</b>	<b>(38,786,496)</b>	<b>(59,824,460)</b>
<b>Net current assets used in the Rate Setting Statement</b>				
Total current assets	78,438,212	102,802,993	62,894,690	86,349,046
Less: Total current liabilities	(20,892,749)	(21,637,786)	(22,990,013)	(24,076,206)
Less: Total adjustments to net current assets	(57,209,625)	(80,657,854)	(38,786,496)	(59,824,460)
<b>Net current assets used in the Rate Setting Statement</b>	<b>335,838</b>	<b>507,353</b>	<b>1,118,181</b>	<b>2,448,380</b>

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**Notes to and Forming Part of the Budget**

**3 (d) Net Current Assets (Continued)**

**Significant Accounting Policies**

**CURRENT AND NON-CURRENT CLASSIFICATION**

An asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the City's intentions to release for sale.

**TRADE AND OTHER PAYABLES**

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City of Busselton becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

**PREPAID RATES**

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises revenue for the prepaid rates that have not been refunded.

**INVENTORIES**

**General**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**Superannuation**

The City of Busselton contributes to a number of superannuation funds on behalf of employees. All funds to which the City of Busselton contributes are defined contribution plans.

**LAND HELD FOR RESALE**

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

**GOODS AND SERVICES TAX (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**TRADE AND OTHER RECEIVABLES**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**Notes to and Forming Part of the Budget**

**3 (d) Net Current Assets (Continued)**

**Significant Accounting Policies (Continued)**

**TRADE AND OTHER RECEIVABLES (CONTINUED)**

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Trade receivables are held with the objective to collect the contractual cash flows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The City applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

**PROVISIONS**

Provisions are recognised when the City has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**EMPLOYEE BENEFITS**

Short-term employee benefits provision is made for the City's obligations for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. The City's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**Notes to and Forming Part of the Budget**

**4. Reconciliation of Cash**

(a) For the purposes of the statement of cash flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

Note	2022/23 Budget \$	2021/22 Actual \$	2021/22 Budget \$
Cash at bank and on hand	59,525	(304,760)	4,167,819
Term Deposits	11,739,212	35,960,214	44,720,367
<b>Total Cash and Cash Equivalents</b>	<b>11,798,737</b>	<b>35,655,454</b>	<b>48,888,186</b>
<b>Held as</b>			
- Unrestricted cash and cash equivalents	59,524	(304,760)	4,167,819
- Restricted cash and cash equivalents	11,739,213	35,960,214	44,720,367
	11,798,737	35,655,454	48,888,186
<b>Restrictions</b>			
The following classes of assets have restrictions imposed by regulation or other externally imposed requirements which limit or direct the purpose for which the resources may be used:			
- Cash and cash equivalents	11,739,213	35,960,214	44,720,367
- Restricted financial assets at amortised cost – term deposits	62,000,000	62,000,000	10,000,000
	73,739,213	97,960,214	54,720,367
The restricted assets are a result of the following specific purposes for which the assets may be used:			
Reserves – cash/financial asset backed	59,608,589	71,017,796	45,564,223
Cash set aside in Lieu of Parking	175,570	358,943	275,602
Cash set aside for Roadwork within specific areas, being funds given as a condition of subdivision/development	145,750	870,368	993,886
Cash in Lieu of Public Open Space	1,410	1,410	0
Cash set aside, being unspent specific purpose Govt. Grants	5,236,822	7,019,726	4,276,558
Cash set aside, being Unspent Loan Funds	4,366,377	14,366,377	49,341
Cash set aside for Sundry Restricted	135,256	256,155	136,275
Cash set aside for Deposits & Bonds	4,069,439	4,069,439	3,424,482
	73,739,213	97,960,214	54,720,367

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

	2022/23 Budget \$	2021/22 Actual \$	2021/22 Budget \$
<b>4. Reconciliation of Cash (Continued)</b>			
<b>(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result</b>			
Net result	17,811,649	21,077,070	21,521,281
Depreciation	27,439,900	24,553,323	24,957,238
(Profit)/Loss on Sale of Asset	21,918	679,681	18,435
(Increase)/Decrease in Receivables	584,373	(1,650,925)	(33,755)
(Increase)/Decrease in Inventories	0	1,102	36,902
Increase/(Decrease) in Payables	(44,605)	(1,415,902)	5,262
Increase/(Decrease) in Employee Provisions	0	(115,299)	0
Non Cash Contributions/ Other	(5,740,000)	(12,946,710)	(5,600,000)
Non-Operating Grants, Subsidies and Contributions	(25,362,583)	(11,981,595)	(28,774,666)
<b>Net Cash from Operating Activities</b>	<b>14,710,652</b>	<b>18,200,745</b>	<b>12,130,697</b>

**(c) Credit Standby Arrangements**

It is anticipated that an overdraft facility will not be required to be utilised during 2022/23

An on-line electronic payaway facility, to a maximum of \$1,000,000 will be provided.

Corporate credit cards to a maximum of \$50,000 will be provided. Store cards to a maximum of \$2,000 will be provided (e.g. Coles Card)

**Significant Accounting Policies**

**Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts (if any) are shown as short term borrowings in current liabilities in Note 3 – Net Current Assets.

**Financial Assets at Amortised Cost**

The City classifies financial assets at amortised cost if both of the following criteria are met:

- The asset is held within a business model whose objective is to collect the contractual cash flows, and
- The contractual terms give rise to cash flows that are solely payments of principal and interest.

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

5. Fixed Assets

(a) Acquisition of Assets

The following assets are budgeted to be acquired during the year

Asset Class	Reporting Program											2022/23 Budget Total	2021/22 Actual Total	2021/22 Budget Total		
	Governance	Law, Order, Public Safety	Health	Education and Welfare	Housing	Community Amenities	Recreation and Culture	Transport	Economic Services	Other Property and Services						
<u>Property, Plant and Equipment</u>																
Land – Freehold Land	0	0	0	0	0	0	50,000	500,000	0	0	550,000	0	50,000			
Buildings	0	0	0	36,147	86,823	17,000	38,407,027	764,877	296,806	168,234	39,776,914	7,078,870	22,788,597			
Furniture and Equipment	0	0	0	5,091	0	0	183,728	50,000	200,000	609,845	1,048,664	405,559	828,800			
Plant and Equipment	0	0	42,000	0	0	603,273	513,000	1,147,600	71,000	75,000	2,451,873	1,126,898	2,870,000			
	0	0	42,000	41,238	86,823	620,273	39,153,755	2,462,477	567,806	39,153,755	43,827,451	8,611,327	26,537,397			
<u>Infrastructure</u>																
Infrastructure – Roads	0	0	0	0	0	0	0	6,934,666	0	0	6,934,666	9,462,386	12,523,430			
Infrastructure – Bridges	0	0	0	0	0	0	0	411,000	0	0	411,000	1,258,487	6,849,989			
Infrastructure – Car Parks	0	0	0	0	0	0	0	295,060	0	0	295,060	1,198,480	2,005,600			
Infrastructure – Drainage	0	0	0	0	0	0	0	704,984	0	0	704,984	343,693	311,605			
Infrastructure – Airport	0	0	0	0	0	0	0	1,365,410	0	33,000	1,398,410	98,958	161,835			
Infrastructure – Other	0	0	0	10,000	0	6,972,178	3,997,826	1,909,033	0	0	12,889,037	10,261,145	16,482,042			
	0	0	0	10,000	0	6,972,178	3,997,826	11,620,153	0	33,000	22,633,157	22,623,149	38,334,501			
Right of Use Assets	0	0	0	0	0	0	0	0	0	0	0	0	0			
Land Held for Resale	0	0	0	0	0	0	0	0	0	0	0	0	0			
<b>Total Acquisitions</b>	<b>0</b>	<b>0</b>	<b>42,000</b>	<b>51,238</b>	<b>86,823</b>	<b>7,592,451</b>	<b>43,151,581</b>	<b>14,082,630</b>	<b>567,806</b>	<b>39,186,755</b>	<b>66,460,608</b>	<b>31,234,476</b>	<b>64,871,898</b>			

A full list of all asset purchases/ construction is available in the Capital section “Capital Acquisition and Construction Budget” in the attachment’s to this budget document.

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

5. Fixed Assets (Continued)

Significant Accounting Policies

Recognition of Assets

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

(b) Disposal of Assets

The following assets are budgeted to be disposed of during the year

By Program	2022/23 Budget				2021/22 Actual				2021/22 Budget			
	Net Book Value \$	Sale Proceeds \$	Profit \$	Loss \$	Net Book Value \$	Sale Proceeds \$	Profit \$	Loss \$	Net Book Value \$	Sale Proceeds \$	Profit \$	Loss \$
General Purpose Funding	0	0	0	0	0	0	0	0	0	0	0	0
Governance	0	0	0	0	431,771	0	0	(431,771)	19,400	19,232	0	(168)
Law, Order, Public Safety	0	0	0	0	46,300	30,361	7,361	(23,300)	46,600	40,685	0	(5915)
Health	20,100	20,000	0	(100)	0	0	0	0	20,000	19,839	0	(161)
Education and Welfare	0	0	0	0	0	0	0	0	0	0	0	0
Housing	0	0	0	0	0	0	0	0	0	0	0	0
Community Amenities	35,580	35,000	48	(628)	24,727	26,725	10,025	(8,027)	151,600	154,357	3,757	(1,000)
Recreation and Culture	282	282	0	0	150,538	29,567	6,329	(127,300)	187,500	169,127	9,333	(27,706)
Transport	524,190	510,100	22,590	(36,680)	247,674	124,845	34,943	(157,772)	244,841	235,008	20,366	(30,199)
Economic Services	16,900	9,570	0	(7,330)	0	0	0	0	32,650	36,006	3,356	0
Other Property and Services	38,318	38,500	994	(812)	36,235	46,067	9,832	0	91,915	101,817	9,902	0
	<b>635,370</b>	<b>613,452</b>	<b>23,632</b>	<b>(45,550)</b>	<b>937,245</b>	<b>257,565</b>	<b>68,490</b>	<b>(748,170)</b>	<b>794,506</b>	<b>776,071</b>	<b>46,714</b>	<b>(65,149)</b>

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

(b) Disposal of Assets (Continued)

By Class	2022/23 Budget				2021/22 Actual				2021/22 Budget			
	Net Book Value \$	Sale Proceeds \$	Profit \$	Loss \$	Net Book Value \$	Sale Proceeds \$	Profit \$	Loss \$	Net Book Value \$	Sale Proceeds \$	Profit \$	Loss \$
<u>Property, Plant and Equipment</u>												
Land & Buildings	0	0	0	0	431,771	0	0	(431,771)	0	0	0	0
Plant & Equipment	635,370	613,452	23,632	(45,550)	347,702	257,565	68,490	(158,627)	794,506	776,071	46,714	(65,149)
Furniture & Fittings	0	0	0	0	0	0	0	0	0	0	0	0
Infrastructure	0	0	0	0	157,772	0	0	(157,772)	0	0	0	0
Land Held for Resale	0	0	0	0	0	0	0	0	0	0	0	0
	<b>635,370</b>	<b>613,452</b>	<b>23,632</b>	<b>(45,550)</b>	<b>937,245</b>	<b>257,565</b>	<b>68,490</b>	<b>(748,170)</b>	<b>794,506</b>	<b>776,071</b>	<b>46,714</b>	<b>(65,149)</b>

Significant Accounting Policies

**Gains and Losses on Disposal**

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period in which they arise.

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

	2022/23 Budget \$	2021/22 Actual \$	2021/22 Budget \$
<b>6. Asset Depreciation</b>			
<b><u>By Program</u></b>			
Governance	1,513,930	1,461,965	1,609,975
General Purpose Funding	3,132	2,817	2,820
Law, Order, Public Safety	477,887	448,933	430,220
Health	13,230	6,477	11,910
Education and Welfare	37,412	49,099	33,680
Housing	1,102,645	328,065	992,660
Community Amenities	844,484	834,346	760,250
Recreation and Culture	8,634,897	8,219,625	7,780,918
Transport	14,615,138	13,063,858	13,157,325
Economic Services	75,090	69,693	67,600
Other Property and Services	122,055	68,445	109,880
	<b>27,439,900</b>	<b>24,553,323</b>	<b>24,957,238</b>
<b><u>By Class</u></b>			
Buildings	3,608,806	2,663,550	3,248,840
Furniture and Equipment	557,975	579,118	502,320
Plant and Equipment	2,518,325	2,380,102	2,267,130
Infrastructure – Roads	7,063,369	6,513,008	6,358,820
Infrastructure – Footpaths & Cycle ways	2,339,975	2,155,851	2,106,570
Infrastructure – Drainage	949,877	883,973	855,130
Infrastructure – Parks, Gardens & Reserves	7,033,021	6,393,625	6,331,500
Right of Use – Furniture and Equipment	237,949	468,594	468,593
Infrastructure - Bridges	916,620	820,596	825,190
Infrastructure - Car Parks	456,316	418,219	410,800
Regional Airport & Industrial Park	1,757,667	1,276,687	1,582,345
	<b>27,439,900</b>	<b>24,553,323</b>	<b>24,957,238</b>

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**Notes to and Forming Part of the Budget**

**Significant Accounting Policies**

**Depreciation**

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Major depreciation periods used for each class of depreciable asset are:

<b>Fixed Assets:</b>	<b>Post Revaluation</b>		<b>Pre Revaluation</b>	
Land	0	Years	0	Years
Buildings - General	40 - 90	Years	40	Years
Buildings – Geographe Leisure Centre	40 - 90	Years	10 - 20	Years
Furniture and Equipment – Basic Items	10 - 15	Years	10	Years
Furniture and Equipment – EDP Network	3	Years	3	Years
Heavy Plant and Equipment	6 – 10	Years	3 – 10	Years
Light to Medium Vehicles	3 - 10	Years	3 - 5	Years
Light Mobile Plant	2 - 5	Years	2	Years
Tools	10	Years	10	Years
<b><u>Infrastructure:</u></b>				
Roads	10 - 60	Years	15 - 50	Years
Bridges	40 - 90	Years	60 - 90	Years
Car Parks	20 - 40	Years	20 - 40	Years
Footpaths & Cycle ways	20 - 50	Years	20 - 40	Years
Parks, Gardens & Reserves & Community Facilities	4 - 80	Years	5 - 50	Years
Storm water Drainage	80	Years	25 - 90	Years
Regional Airport & Industrial Park	5 - 60	Years	12 - 40	Years

**Amortisation**

The depreciable amount of all intangible assets with a finite useful life, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held for use.

The assets residual value of intangible assets is considered to be zero and useful life and amortisation methods are reviewed at the end of each financial year.

Amortisation is included within Depreciation on non-current assets in the Statement of Comprehensive Income.

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

7. Borrowing Repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Loan No.	Inst.	Int. Rate	Budget Principal 1 July 22	22/23 Budget New Loans	22/23 Budget Principal Repayment	Budget Principal 30 June 23	22/26 Budget Interest Repayment	Actual Principal 1 July 21	21/22 Actual New Loans	21/22 Actual Principal Repayment	Actual Principal 30 June 22	21/22 Actual Interest Repayment	Budget Principal 1 July 21	21/22 Budget New Loans	21/22 Budget Principal Repayment	Budget Principal 30 June 22	21/22 Budget Interest Repayment
<b>Council Loans</b>																		
<b>Governance</b>																		
Chic and Administration Centre	207	WATC	4.51	12,595,043	0	810,406	11,784,637	554,459	13,369,907	0	774,864	12,595,043	589,906	13,369,907	0	774,864	12,595,043	590,000
<b>Recreation and Culture</b>																		
Geothermal Heating GLC	202	WATC	3.98	63,421	0	63,421	0	1,585	124,379	0	60,958	63,421	4,041	124,379	0	60,958	63,421	4,048
Busselton Foreshore (Barnard Park)	204	WATC	4.36	604,663	0	75,559	529,104	25,139	677,015	0	72,352	604,663	28,337	677,015	0	72,352	604,663	28,346
GLC Extension	205	WATC	3.92	279,840	0	137,191	142,649	8,969	411,782	0	131,942	279,840	14,204	411,782	0	131,942	279,840	14,218
Busselton Foreshore	209	WATC	3.56	3,061,200	0	569,628	2,491,572	101,430	3,610,993	0	549,793	3,061,200	121,213	3,610,993	0	549,793	3,061,200	121,266
Busselton Foreshore	211	WATC	2.55	1,003,817	0	393,889	609,928	21,851	1,387,820	0	384,003	1,003,817	30,087	1,387,820	0	384,003	1,003,817	31,737
Busselton Foreshore Jetty Precinct	215	WATC	3.25	1,595,479	0	244,951	1,350,528	49,879	1,832,659	0	237,180	1,595,479	56,281	1,832,659	0	237,180	1,595,479	57,650
Tennis Club Facilities	216	WATC	3.25	1,755,027	0	269,446	1,485,581	54,867	2,015,925	0	260,898	1,755,027	61,909	2,015,925	0	260,898	1,755,027	63,415
Lot 10 Commonage Road	217	WATC	3.25	1,021,107	0	156,769	864,338	31,923	1,172,902	0	151,795	1,021,107	36,020	1,172,902	0	151,795	1,021,107	36,896
Busselton Tennis Club	218	WATC	2.21	906,314	0	121,072	785,242	19,031	1,024,747	0	118,433	906,314	21,663	1,024,747	0	118,433	906,314	21,670
BPACC	225	WATC	2.10	4,774,076	0	459,005	4,315,071	96,611	0	5,000,000	225,924	4,774,076	44,868	0	5,000,000	143,468	4,856,532	50,139
BPACC	226	WATC	2.39	4,860,471	0	284,085	4,576,386	113,418	0	5,000,000	139,529	4,860,471	51,255	0	5,000,000	467,852	4,532,148	70,446
BPACC	228	WATC	3.86	5,000,000	0	169,393	4,830,607	190,515	0	5,000,000	0	5,000,000	33,556	0	0	0	0	0
BPACC	229	WATC	3.77	5,000,000	0	214,251	4,785,749	185,387	0	5,000,000	0	5,000,000	32,763	0	0	0	0	0
BPACC New		New	3.25		6,500,000	175,426	6,324,574	157,020	0	0	0	0	0	0	0	0	0	0
<b>Transport</b>																		
Parking Land Acquisition	203	WATC	4.19	0	0	0	0	0	40,142	0	40,142	0	416	40,142	0	40,142	0	420
Airport Jet Refuelling	206	WATC	3.92	81,620	0	40,014	41,606	2,616	120,103	0	38,483	81,620	4,143	120,103	0	38,483	81,620	4,147
Airport Freight Hub Stage 1	219	WATC	3.75	1,073,076	0	143,350	929,726	22,532	1,213,301	0	140,225	1,073,076	25,649	1,213,301	0	140,225	1,073,076	25,657
<b>Other Property and Services</b>																		
Lot 40 Vasse Highway	210	WATC	3.61	850,000	0	0	850,000	30,685	850,000	0	0	850,000	30,684	850,000	0	0	850,000	30,685
<b>Self-Supporting Loans</b>																		
<b>Recreation and Culture</b>																		
Busselton Football & Sportsman Club	208	WATC	2.93	9,705	0	3,141	6,564	250	12,756	0	3,051	9,705	340	12,756	0	3,051	9,705	340
Dunsb. and Districts Country Club	212	WATC	3.04	61,292	0	11,530	49,762	1,776	72,479	0	11,187	61,292	2,064	72,479	0	11,187	61,292	2,119
Geographe Bay Yacht Club	213	WATC	3.04	53,765	0	10,114	43,651	1,558	63,578	0	9,813	53,765	1,810	63,578	0	9,813	53,765	1,859
Dunsb. and Districts Country Club	214	WATC	3.19	64,777	0	10,955	53,822	1,980	75,390	0	10,613	64,777	2,234	75,390	0	10,613	64,777	2,321
Busselton Tennis Club	220	WATC	1.37	30,889	0	7,107	23,782	387	37,900	0	7,011	30,889	483	37,900	0	7,011	30,889	483
Busselton Hockey Club Stadium	221	WATC	1.31	36,517	0	4,358	32,159	457	40,819	0	4,302	36,517	514	40,819	0	4,302	36,517	514
Busselton Golf Club	222	WATC	1.45	99,703	0	10,447	89,256	1,990	110,000	0	10,297	99,703	1,540	110,000	0	10,297	99,703	1,666
Dunsborough Bay Yacht Club	223	WATC	1.57	22,587	0	4,883	17,704	325	0	25,000	2,413	22,587	240	0	200,000	9,215	190,785	1,680
Geographe Bay Yacht Club	224	WATC	2.42	47,776	0	4,530	43,246	1,114	0	50,000	2,224	47,776	443	0	0	0	0	0
MRBTA-Ancient Land Discovery Park	227	WATC	2.77	1,222,773	0	110,808	1,111,965	32,742	0	1,250,000	27,227	1,222,773	10,070	0	1,250,000	23,576	1,226,424	17,231
Jetty AUDC	New	New	2.77	0	0	0	0	0	0	0	0	0	0	0	4,000,000	174,868	3,825,132	54,797
Community Groups Provision	New	New	1.55	0	250,000	11,603	238,397	1,915	0	0	0	0	0	0	0	0	0	0
<b>Economic Services</b>																		
Geographe Bay Tourism Association	201	WATC	4.76	0	0	0	0	0	3,100	0	3,100	0	36	3,100	0	3,100	0	37
				46,174,938	6,750,000	4,517,332	48,407,606	1,711,811	28,267,697	21,325,000	3,417,759	46,174,938	1,206,769	28,267,697	15,450,000	3,839,421	39,878,276	1,233,787

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

7. Information on Borrowings (Continued)

(b) New Borrowings

Particulars / Purpose	Amount Borrowed \$	Institution	Loan Type	Term (Years)	Total Interest & Charges	Interest Rate %	Amount Used \$	Balance Unspent
Performing Arts and Convention Centre	6,500,000	Unknown	Debenture	20 Years	8,865,224	3.25%	6,500,000	0
Community Groups Provision	250,000	Unknown	Debenture	10 Years	270,358	1.55%	250,000	0
	6,750,000				9,135,582		6,750,000	0

(c) Unspent Borrowings

Particulars / Purpose	Date Borrowed	Balance 1-July-22 \$	Expended During Year \$	Balance 30-June-23 \$
Loan 216 Tennis Club Facility	27 <sup>th</sup> April 2018	49,341	0	49,341
Loan 226 - BPACC	25 <sup>th</sup> January 2022	4,317,036	(4,317,036)	0
Loan 228 - BPACC	28 <sup>th</sup> April 2022	5,000,000	(5,000,000)	0
Loan 229 - BPACC	28 <sup>th</sup> April 2022	5,000,000	(682,964)	4,317,036
		14,366,377	(10,000,000)	4,366,377

(d) Overdraft

Council has not utilised an overdraft facility during the financial year 2021/22.

It is anticipated that an overdraft facility will not be required to be utilised during 2022/23.

**Significant Accounting Policies**

**Borrowing Costs**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

8. Lease Liabilities

Lease Number	Institution	Lease Interest Rate	Lease Term	Budget Lease Principal 1 July 2022	2022/23 Budget New Leases	2022/23 Budget Lease principal Repayments	Budget Lease Principal outstanding 30 June 2023	2022/23 Budget Lease Interest Repayments	Actual Principal 1 July 2021	2021/22 Actual New Leases	2021/22 Actual Lease principal Repayments	Actual Lease Principal outstanding 30 June 2022	2021/22 Actual Lease Interest Repayments
		%		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
E6N0159996	Maia	7.9491	5 years	0	0	0	0	0	1,353	0	1,353	0	54
E6N0160249	Maia	5.8375	5 years	17,002	0	17,002	0	248	82,602	0	65,600	17,002	3,403
E6N0160583	Maia	5.1511	6 years	84,625	0	55,692	28,933	3,295	137,539	0	52,914	84,625	6,074
E6N0160915	Maia	7.6138	4.75 years	2,391	0	2,391	0	68	6,910	0	4,519	2,391	399
E6N0161070	Maia	6.9693	5 years	9,295	0	9,295	0	326	20,962	0	11,667	9,295	1,160
E6N0162083	Maia	-0.0007	4 years	22,110	0	22,110	0	0	110,552	0	88,442	22,110	-1
E6N0162208	Maia	0.8970	4 years	26,286	0	26,286	0	88	78,504	0	52,218	26,286	529
E6N0162334	Maia	5.2189	5 years	137,658	0	77,129	60,529	5,691	210,889	0	73,231	137,658	9,588
E6N0162368	Maia	2.2722	5 years	58,117	0	32,927	25,190	1,041	90,307	0	32,190	58,117	1,779
E6N0162406	Maia	3.4055	3.75 years	8,142	0	8,142	0	104	24,019	0	15,877	8,142	617
66679257	Capital	8.4332	5 years	0	0	0	0	0	91,190	0	91,190	0	4857
				<b>365,626</b>	<b>0</b>	<b>250,974</b>	<b>114,652</b>	<b>10,861</b>	<b>854,827</b>	<b>0</b>	<b>489,201</b>	<b>365,626</b>	<b>28,459</b>

Significant Accounting Policies

Leases

At the inception of a contract, the City assesses whether the contract is, or contains, a lease. A contract is, or contains, a lease in the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and a lease liability, at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the City uses its incremental borrowing rate.

Lease Liabilities

The present value of future lease payments not paid at the reporting date discounted using the incremental borrowing rate where the implicit interest rate in the lease is not readily determined.

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

9. Cash Backed Reserves	2022/23 Budget				2021/22 Actual				2021/22 Budget			
	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$
Airport Infrastructure Renewal and Replacement Reserve	1,259,815	666,307	(260,991)	1,665,131	1,471,767	5,249	(217,201)	1,259,815	1,471,767	2,928	(435,150)	1,039,545
Airport Marketing and Incentive Reserve	6,385,899	431,718	(3,349,358)	3,468,259	5,287,408	1,644,004	(545,513)	6,385,899	5,287,408	971,168	(2,350,000)	3,908,576
Airport Noise Mitigation Reserve	683,694	10,185	(98,238)	595,641	796,148	2,685	(115,139)	683,694	796,148	1,585	(198,550)	599,183
Airport Existing Terminal Building Reserve	323,125	141,000	(36,787)	427,338	206,250	122,504	(5,629)	323,125	206,250	121,867	(12,200)	315,917
Building Asset Renewal Reserve – General Building	2,691,453	913,853	(538,846)	3,066,460	2,093,333	812,691	(214,571)	2,691,453	2,093,333	807,145	(871,000)	2,029,478
Barnard Park Sports Pavilion Building Reserve	105,989	38,839	0	144,828	71,950	34,039	0	105,989	71,950	33,835	(12,500)	93,285
Railway House Building Reserve	63,087	25,219	0	88,306	56,792	22,117	(15,822)	63,087	56,792	22,001	(18,600)	60,193
Youth and Community Activities Building Reserve	158,157	55,272	0	213,429	123,843	48,303	(13,989)	158,157	123,843	48,001	(30,000)	141,844
Busselton Library Building Reserve	88,926	63,993	(9,224)	143,695	57,065	57,364	(25,503)	88,926	57,065	57,177	(33,900)	80,342
Busselton Community Resource Centre Reserve	422,705	113,762	(20,000)	516,467	324,999	97,706	0	422,705	324,999	96,951	(37,550)	384,400
Busselton Jetty Tourist Park Reserve	1,241,104	423,025	(553,603)	1,110,526	636,808	774,664	(170,368)	1,241,104	636,808	359,579	(216,050)	780,337
Geographe Leisure Centre Building (GLC) Reserve	314,127	318,872	(423,934)	209,065	119,033	290,940	(95,846)	314,127	119,033	290,642	(285,150)	124,525
Joint Venture Aged Housing Reserve (Harris/Winderlup)	1,491,225	217,410	(37,823)	1,670,812	1,363,306	177,587	(49,668)	1,491,225	1,363,306	123,273	(169,200)	1,317,379
Winderlup Aged Housing Reserve (City Controlled)	356,903	69,043	(49,000)	376,946	292,717	72,537	(8,351)	356,903	292,717	52,231	(81,600)	263,348

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

9. Cash Backed Reserves (Continued)	2022/23 Budget				2021/22 Actual				2021/22 Budget			
	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$
Lou Weston Oval Pavilion Reserve	0	12,431	0	12,431	0	0	0	0	0	0	0	0
Naturaliste Community Centre Building Reserve	170,089	74,702	(121,000)	123,791	129,592	67,151	(26,654)	170,089	129,592	66,816	(98,600)	97,808
Civic and Administration Building Reserve	497,009	443,129	(100,000)	840,138	670,359	342,853	(516,203)	497,009	670,359	341,712	(615,000)	397,071
Vasse Sports Pavilion Building Reserve	1,684	690	0	2,374	1,082	602	0	1,684	1,082	597	0	1,679
Jetty Reserve	6,320,302	1,603,676	(794,748)	7,129,230	5,682,364	1,370,882	(732,944)	6,320,302	5,682,364	1,359,606	(4,221,890)	2,820,080
Jetty Self Insurance Reserve	573,410	91,673	0	665,083	495,086	78,324	0	573,410	495,086	77,296	0	572,382
Road Assets Renewal Reserve	1,920,213	3,450,143	(3,837,340)	1,533,016	1,317,210	3,660,291	(3,057,288)	1,920,213	1,317,210	3,655,678	(4,553,734)	419,154
Footpath/ Cycle Ways Reserve	1,246,636	1,282,478	(1,222,208)	1,306,906	838,834	1,245,095	(837,293)	1,246,636	838,834	1,242,385	(1,849,206)	232,013
Other Infrastructure Reserve	403,731	766,236	(772,776)	397,191	538,847	364,368	(499,484)	403,731	538,847	363,427	(501,705)	400,569
Parks, Gardens and Reserves Reserve	633,227	1,313,573	(1,704,184)	242,616	749,657	1,475,845	(1,592,275)	633,227	749,657	1,474,148	(1,956,750)	267,055
Furniture and Equipment Reserve	516,181	116,843	(578,096)	54,928	332,483	443,442	(259,744)	516,181	332,483	442,258	(485,800)	288,941
Plant Replacement Reserve	2,698,073	1,145,473	(1,161,900)	2,681,646	2,114,189	1,027,731	(443,847)	2,698,073	2,114,189	1,080,707	(1,287,969)	1,906,927
Major Traffic Improvements Reserve	1,184,734	367,344	(694,941)	857,137	237,210	1,138,233	(190,709)	1,184,734	237,210	1,135,260	(375,000)	997,470
CBD Enhancement Reserve	1,333,422	63,900	(1,298,490)	98,832	1,269,967	567,097	(503,642)	1,333,422	1,269,967	564,095	(1,516,517)	317,545

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

9. Cash Backed Reserves (Continued)	2022/23 Budget				2021/22 Actual				2021/22 Budget			
	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$
New Infrastructure Development Reserve	723,694	6,026	(594,759)	134,961	884,968	11,513	(172,787)	723,694	884,968	10,290	(637,350)	257,908
Commonage Precinct Infrastructure Road Reserve	818	19	0	837	236,349	469	(236,000)	818	236,349	471	(236,000)	820
City Car Parking and Access Reserve	1,213,889	181,763	(111,687)	1,283,965	792,733	938,447	(517,291)	1,213,889	792,733	935,595	(1,016,812)	711,516
Debt Default Reserve	102,371	2,402	0	104,773	501,841	530	(400,000)	102,371	501,841	997	(400,000)	102,838
Corporate IT Systems Reserve	378,520	145,612	(450,000)	74,132	328,722	264,514	(214,716)	378,520	328,722	263,655	(250,050)	342,327
Election, Valuation and Other Corporate Expenses Reserve	254,331	148,744	(80,000)	323,075	715,027	142,691	(603,387)	254,331	715,027	141,423	(638,000)	218,450
Legal Expenses Reserve	638,294	12,603	0	650,897	671,629	2,326	(35,661)	638,294	588,129	1,170	(50,000)	539,299
Marketing & Area Promotions Reserve	655,703	1,337,940	(1,745,548)	248,095	522,266	1,397,678	(1,264,241)	655,703	522,266	1,395,264	(1,697,678)	219,852
Performing Arts and Convention Centre Reserve	2,386,293	1,840,539	(1,689,136)	2,537,696	1,332,269	1,323,173	(269,149)	2,386,293	1,332,269	321,801	(1,188,446)	465,624
Long Service Leave Reserve	4,054,581	533,332	(668,304)	3,919,609	3,653,494	929,736	(528,649)	4,054,581	3,653,494	457,267	(544,808)	3,565,953
Professional Development Reserve	156,214	3,184	0	159,398	185,931	669	(30,386)	156,214	185,931	370	(50,000)	136,301
Sick Pay Incentive Reserve	79,476	738	(15,000)	65,214	106,241	(328)	(26,437)	79,476	106,241	210	(74,850)	31,601
Workers Compensation, Extended SL and AL Contingency Reserve	194,218	4,530	(193,000)	5,748	218,482	736	(25,000)	194,218	218,482	435	(25,000)	193,917
Community Facilities - City District	1,116,043	465,862	(766,996)	814,909	1,295,065	422,344	(601,366)	1,116,043	1,295,065	344,371	(960,650)	678,786

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

9. Cash Backed Reserves (Continued)	2022/23 Budget				2021/22 Actual				2021/22 Budget			
	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$
Community Facilities – Broadwater	197,733	20,562	0	218,295	185,047	12,686	0	197,733	185,047	15,925	0	200,972
Community Facilities – Busselton	75,058	22,985	0	98,043	39,788	35,270	0	75,058	39,788	21,213	0	61,001
Community Facilities – Dunsborough	465,446	40,193	0	505,639	334,282	131,164	0	465,446	334,282	34,151	(110,000)	258,433
Community Facilities - Dunsborough Lakes Estate	712,435	165	(423,111)	289,489	943,223	3,216	(234,004)	712,435	943,223	1,876	(938,000)	7,099
Community Facilities – Geographe	139,275	13,550	0	152,825	114,007	25,268	0	139,275	114,007	10,655	0	124,662
Community Facilities - Port Geographe	352,422	8,223	0	360,645	351,123	1,299	0	352,422	351,123	698	0	351,821
Community Facilities – Vasse	175,153	8,575	(183,728)	0	174,754	399	0	175,153	174,754	192,142	0	366,896
Community Facilities - Airport North	3,176,664	192,570	0	3,369,234	3,164,953	11,711	0	3,176,664	3,164,953	119,834	0	3,284,787
Locke Estate Reserve	6,588	153	0	6,741	6,458	61,130	(61,000)	6,588	6,458	65,012	(65,000)	6,470
Port Geographe Development Reserve (Council)	126,997	59,105	(146,437)	39,665	117,836	56,091	(46,930)	126,997	117,836	55,907	(147,175)	26,568
Port Geographe Waterways Management (SAR) Reserve	3,060,603	305,385	(390,547)	2,975,441	3,168,297	239,520	(347,214)	3,060,603	3,168,297	235,323	(380,650)	3,022,970
Provence Landscape Maintenance (SAR) Reserve	1,323,560	222,894	(152,251)	1,394,203	1,254,363	195,667	(126,470)	1,323,560	1,254,363	191,747	(208,900)	1,237,210
Vasse Newtown Landscape Maintenance (SAR) Reserve	668,099	205,915	(340,536)	533,478	667,371	189,846	(189,118)	668,099	667,371	187,451	(206,975)	647,847
Commonage Precinct Bushfire Facilities Reserve	58,747	1,371	0	60,118	58,530	217	0	58,747	58,530	116	0	58,646

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

9. Cash Backed Reserves (Continued)	2022/23 Budget				2021/22 Actual				2021/22 Budget			
	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$
Commonage Community Facilities Dunsborough Lakes South Reserve	74,507	1,739	0	76,246	74,232	275	0	74,507	74,232	147	0	74,379
Commonage Community Facilities South Biddle Precinct Reserve	908,566	21,197	0	929,763	905,216	3,350	0	908,566	905,216	1,799	0	907,015
Busselton Area Drainage and Waterways Improvement Reserve	130,609	1,362	0	131,971	448,846	1,638	(319,875)	130,609	448,846	893	(391,500)	58,239
Coastal and Climate Adaptation Reserve	566,910	1,167,793	(1,475,332)	259,371	1,503,542	858,810	(1,795,442)	566,910	1,503,542	860,691	(2,240,900)	123,333
Emergency Disaster Recovery Reserve	74,954	23,163	0	98,117	114,793	20,823	(60,662)	74,954	114,793	20,577	0	135,370
Energy Sustainability Reserve	168,406	111,127	(133,235)	146,298	224,270	105,954	(161,818)	168,406	224,270	105,510	(187,100)	142,680
Cemetery Reserve	242,000	120,810	(108,787)	254,023	99,547	175,166	(32,713)	242,000	99,547	78,197	(100,300)	77,444
Public Art Reserve	46,666	1,091	0	47,757	46,526	140	0	46,666	46,526	90	0	46,616
Waste Management Facility and Plant Reserve	8,287,153	2,185,145	(5,315,724)	5,156,574	8,486,937	1,907,238	(2,107,022)	8,287,153	8,486,937	1,123,863	(3,085,500)	6,525,300
Strategic Projects Reserve	2,909,578	92,893	(500,000)	2,502,471	350,907	2,558,671	0	2,909,578	350,907	54,448	0	405,355
Prepaid Grants and Deferred Works & Services Reserve	1,979,512	0	(1,979,512)	0	1,361,166	1,979,867	(1,361,521)	1,979,512	1,361,166	2,708	(1,285,804)	78,070
Busselton Foreshore Reserve	12,690	296	0	12,986	111	12,579	0	12,690	111	12,550	0	12,661
LED Street Lighting Replacement Program Reserve	38,098	50,003	(87,866)	235	121	50,111	(12,134)	38,098	121	50,000	(50,000)	121
Waterways Restoration Reserve	10	550,455	(550,455)	10	0	10	0	10	0	22	0	22

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

9. Cash Backed Reserves (Continued)	2022/23 Budget				2021/22 Actual				2021/22 Budget			
	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$	Opening Balance \$	Transfers To \$	Transfers From \$	Closing Balance \$
Post Office Tea Rooms	0	121,028	(121,028)	0	0	0	0	0	0	0	0	0
Peel Terrace/ Causeway Road Building Reserve	0	23,429	0	23,429	0	0	0	0	0	0	0	0
<b>Total</b>	<b>71,017,796</b>	<b>24,477,258</b>	<b>(35,886,464)</b>	<b>59,608,589</b>	<b>62,919,559</b>	<b>30,016,918</b>	<b>(21,918,676)</b>	<b>71,017,801</b>	<b>62,836,058</b>	<b>22,109,232</b>	<b>(39,381,069)</b>	<b>45,564,223</b>

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**Notes to and Forming Part of the Budget**

**9. Cash Backed Reserves (Continued)**

All of the cash backed reserve accounts are supported by money held in financial institutions and match the amounts shown as restricted cash in Notes 4 to this budget report (with the exception of an adjustment made for accrued interest).

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

<b>Reserve Name</b>	<b>Anticipated date of use</b>	<b>Purpose of the Reserve</b>
Airport Infrastructure Renewal and Replacement Reserve	Ongoing	To provide funding for the major maintenance, renewal, replacement, upgrading and installation of Airport Infrastructure, Plant, Furniture and Equipment.
Airport Marketing and Incentive Reserve	Ongoing	The purpose of promoting and providing incentives for the Busselton Margaret River Airport.
Airport Noise Mitigation Reserve	Ongoing	To be utilised for the purpose of noise mitigation related activities surrounding the Airport precinct.
Airport Existing Terminal Building Reserve	Ongoing	To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.
Building Asset Renewal Reserve – General Building	Ongoing	To provide funding for the major maintenance, renewal, replacement, upgrading and future building requirements for SLH2 to SLH6 assets that are not provided for within other reserve accounts.
Barnard Park Sports Pavilion Building Reserve	Ongoing	To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.
Railway House Building Reserve	Ongoing	To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.
Youth and Community Activities Building Reserve	Ongoing	To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.
Busselton Library Building Reserve	Ongoing	To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.
Busselton Community Resource Centre Reserve	Ongoing	To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.
Busselton Jetty Tourist Park Reserve	Ongoing	To provide funding for capital, maintenance, renewal and promotional/ marketing requirements for visitor services throughout the district.

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**Notes to and Forming Part of the Budget**

**9. Cash Backed Reserves (Continued)**

<b>Reserve Name</b>	<b>Anticipated date of use</b>	<b>Purpose of the Reserve</b>
Geographe Leisure Centre Building (GLC) Reserve	Ongoing	To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.
Joint Venture Aged Housing Reserve (Harris/Winderlup)	Ongoing	To hold funds to meet future expenses, including capital, maintenance, operational and administrative costs associated with the provision of community aged housing at Winderlup Villas and Harris Road pursuant to the relevant joint venture agreements with the Department of Housing.
Winderlup Aged Housing Reserve (City Controlled)	Ongoing	To hold funds to meet future expenses, including capital, maintenance, operational and administrative costs associated with the provision of council owned community aged housing.
Lou Weston Oval Pavilion Reserve	Ongoing	To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.
Naturaliste Community Centre Building (NCC) Reserve	Ongoing	To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.
Civic and Administration Building Reserve	Ongoing	To provide funding for the major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.
Vasse Sports Pavilion Building Reserve	Ongoing	To provide funding for the construction, major maintenance, renewal, replacement, upgrading and future building and fit out requirements for the asset.
Jetty Reserve	Ongoing	To provide funding for the maintenance, insurance, renewal, replacement, upgrading and future Capital works requirements for the asset and associated infrastructure, including plant and equipment to achieve these purposes.
Jetty Self Insurance Reserve	Ongoing	As a contingency fund to rectify damage caused by the demise of the Busselton jetty or part of the jetty or as a result of extraordinary events.
Road Assets Renewal Reserve	Ongoing	To provide funding for the major maintenance, renewal, replacement, upgrading and future requirements with respect to Road Infrastructure assets within the District.
Footpath/ Cycle Ways Reserve	Ongoing	To provide funding for the major maintenance, renewal, replacement, upgrading and future requirements with respect to Footpath and Cycleway assets within the District.
Other Infrastructure Reserve	Ongoing	To provide funding for the major maintenance and renewal of other infrastructure not specifically provided for in other reserves.

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**Notes to and Forming Part of the Budget**

**9. Cash Backed Reserves (Continued)**

<b>Reserve Name</b>	<b>Anticipated date of use</b>	<b>Purpose of the Reserve</b>
Parks, Gardens and Reserves Reserve	Ongoing	To provide funding for the major maintenance and renewal of Parks, Gardens and Reserves within the District.
Furniture and Equipment Reserve	Ongoing	To provide funds for the major maintenance, renewal, replacement, upgrading and future requirements with respect to furniture and equipment assets within the District.
Plant Replacement Reserve	Ongoing	To provide funding for the major maintenance, renewal, replacement, upgrading and future requirements with respect to Plant and Equipment assets excluding those in independent commercial operations.
Major Traffic Improvements Reserve	Ongoing	To be utilised for the provision of enabling major capital works programs to be funded for the upgrade of the local road network to reduce congestion, increase traffic flow and ease of access within the District.
CBD Enhancement Reserve	Ongoing	To provide funds for Capital and maintenance works and improvements within the Busselton and Dunsborough Central Business Districts.
New Infrastructure Development Reserve	Ongoing	For the purpose of setting aside funds to facilitate the identification, design and development/construction of new infrastructure and other capital projects as identified in the City's LTFP.
Commonage Precinct Infrastructure Road Reserve	Ongoing	To be utilised for the purpose of road infrastructure and road safety upgrades within the Commonage Contribution Area in accordance with the Commonage Contributions Area policy provisions.
City Car Parking and Access Reserve	Ongoing	To provide funding for development and upgrade of public car parking or infrastructure to provide for the management of public car parking, improving public transport to and within the City and for end of trip facilities. To provide funding for the purchase of land identified as of strategic importance for future parking requirements.
Debt Default Reserve	Ongoing	To provide for potential default on debts owing to the City, particularly in relation negative economic circumstances caused by a declared state of emergency (such as COVID-19).
Corporate IT Systems Reserve	Ongoing	To provide funding in relation to the ongoing development, enhancement and/or replacement of the City's corporate systems. To be utilised for the renewal and replacement or introduction of new IT platforms / hardware for the City.
Election, Valuation and Other Corporate Expenses Reserve	Ongoing	To provide cyclic funding for Council elections, rating valuations, fair value asset valuations and other legislative and corporate governance requirements.
Legal Expenses Reserve	Ongoing	Funding for any legal expenses or contingency involving the City of Busselton.
Marketing and Area Promotion Reserve	Ongoing	To fund the City's contributions and expenditure on tourism, marketing, area promotion and events activities as a result of MERG funding allocations.

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**Notes to and Forming Part of the Budget**

**9. Cash Backed Reserves (Continued)**

<b>Reserve Name</b>	<b>Anticipated date of use</b>	<b>Purpose of the Reserve</b>
Performing Arts and Convention Centre Reserve	Ongoing	To provide funds for the planning and construction, and holding of grants or other funds for a future Performing Arts and Convention Centre for the District.
Long Service Leave Reserve	Ongoing	To provide funding to meet the City's future long service leave obligations of employees.
Professional Development Reserve	Ongoing	To provide funding to meet the City's ongoing contractual professional development obligations of employees and Councillors.
Sick Pay Incentive Reserve	Ongoing	To provide funding to meet the City's obligations under a former sick leave incentive scheme pertaining to staff employed pre 2003.
Workers Compensation, Extended Sick Leave and Annual Leave Contingency Reserve	Ongoing	A contingency fund to assist the City in meeting its Workers Compensation Contribution obligations when claim costs exceed the "Deposit" amount allocated to claims, to fund any shortfall with respect to insurance premiums in any one year, negotiated settlements of outstanding claims, to enable periods of extended Sick Leave to be funded with a replacement officer, and to assist with meeting annual leave payouts upon termination.
Community Facilities - City District	Ongoing	To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the District.
Community Facilities – Broadwater	Ongoing	To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.
Community Facilities – Busselton	Ongoing	To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.
Community Facilities – Dunsborough	Ongoing	To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.
Community Facilities - Dunsborough Lakes Estate	Ongoing	To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.
Community Facilities – Geographe	Ongoing	To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.
Community Facilities - Port Geographe	Ongoing	To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**Notes to and Forming Part of the Budget**

**9. Cash Backed Reserves (Continued)**

<b>Reserve Name</b>	<b>Anticipated date of use</b>	<b>Purpose of the Reserve</b>
Community Facilities – Vasse	Ongoing	To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.
Community Facilities - Airport North	Ongoing	To hold development contributions received by the City for the provision of new or upgraded community infrastructure within the Precinct as per the adopted contributions plan.
Locke Estate Reserve	Ongoing	To provide funding for the protection of the Locke Estate (Reserve 22674) coastline.
Port Geographe Development Reserve (Council)	Ongoing	To provide funds for capital and maintenance costs for development works associated within the Port Geographe contribution area.
Port Geographe Waterways Management (SAR) Reserve	Ongoing	To provide funds for the City to fulfil its obligations under a Waterways Management Deed with the State Government for the future maintenance of waterways and associated facilities within the Port Geographe contributions area.
Provence Landscape Maintenance (SAR) Reserve	Ongoing	For the purpose of holding funds for the maintenance of the approved higher standard of landscaping with the contributions area including future Capital replacement of landscaping structures as may be required.
Vasse Newtown Landscape Maintenance (SAR) Reserve	Ongoing	For the purpose of holding funds for the maintenance of the approved higher standard of landscaping with the contributions area including future Capital replacement of landscaping structures as may be required.
Commonage Precinct Bushfire Facilities Reserve	Ongoing	For the purpose of the provision of fire protection facilities in accordance with the Commonage Contributions Area policy provisions.
Commonage Community Facilities Dunsborough Lakes South Reserve	Ongoing	For the purpose of the provision of future recreational facilities at Dunsborough Lakes South in accordance with the Dunsborough Lakes Developer Contributions Plan.
Commonage Community Facilities South Biddle Precinct Reserve	Ongoing	To be utilised for the provision of community facilities within the South Biddle Precinct in accordance with the Commonage Area Implementation Policy provisions.
Busselton Area Drainage and Waterways Improvement Reserve	Ongoing	To hold development contributions for the provision of drainage works and the management and improvement of waterways and adjacent reserves within Busselton including the lower Vasse River.
Coastal and Climate Adaptation Reserve	Ongoing	The purpose of the reserve is to provide funds for coastal protection of assets and to fund initiatives to address the impacts of climate change including water supply sustainability, technology advancements and improvements / upgrades of infrastructure susceptible to climate change.
Emergency Disaster Recovery Reserve	Ongoing	To provide funding for Disaster Recovery activities including natural and man-made events.

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**Notes to and Forming Part of the Budget**

**9. Cash Backed Reserves (Continued)**

<b>Reserve Name</b>	<b>Anticipated date of use</b>	<b>Purpose of the Reserve</b>
Energy Sustainability Reserve	Ongoing	To provide funding for the investigation, implementation and optimisation of Energy Sustainability initiatives within the District.
Cemetery Reserve	Ongoing	To provide funding for the renewal, expansion and establishment of Cemeteries within the district.
Public Art Reserve	Ongoing	To hold development contributions received by the City for the commissioning, purchase and enhancement of public art works within the District.
Waste Management Facility and Plant Reserve	Ongoing	To provide funding for development and rehabilitation of waste disposal sites both within the district and regionally. Acquisition of waste plant and equipment and any other waste management activities that include legacy matters due to contaminated sites within the District.
Strategic Projects Reserve	Ongoing	To provide funds for projects which may create a future revenue stream for the City and reduce reliance on rate revenue.
Prepaid Grants and Deferred Works & Services Reserve	Ongoing	To hold Government and third party grants monies received in advance as well as deferred municipal funded works and services as at the end of financial year.
Busselton Foreshore Reserve	Ongoing	To provide funds for on-going asset maintenance and any future capital works.
LED Street Lighting Replacement Program Reserve	Ongoing	To provide funds for the on-going replacement of street lighting throughout the district with LED capacity.
Waterways Restoration Reserve	Ongoing	To provide for any works required to rejuvenate, revive or rectify natural waterways within the Busselton district.
Post Office Tea Rooms	Ongoing	To allocate and use any premium, rental, fees, charges or other income it receives from all leases, subleases and licences in respect of the Post Office Tea Rooms Reserve 35361 or any part of it, to maintain and repair all buildings and structures and to maintain the grounds and facilities of the Reserve.
Peel Terrace/ Causeway Road Building Reserve	Ongoing	To allocate and use any revenue received in respect of the Peel Terrace/ Causeway Road Building, to maintain and repair all buildings and structures and to maintain the grounds and facilities of the Reserve.

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**Notes to and Forming Part of the Budget**

**10. Revenue Recognition Policy**

**Significant Accounting Policies**

Recognition of revenue is dependent on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	Timing of revenue recognition
Rates	<ul style="list-style-type: none"> <li>General rates &amp; rates charged for specific defined purposes.</li> </ul>	When rates notice is issued.
Operating Grants, Subsidies and Contributions	<ul style="list-style-type: none"> <li>Community events, minor facilities, research, design, planning evaluation and services.</li> <li>General appropriations and contributions with no reciprocal commitment.</li> </ul>	<p>Income from grants that are enforceable and with sufficiently specific performance obligations is recognised as the City satisfies its obligations in the grant agreements.</p> <p>Income from grants without any sufficiently specific performance obligations, or that are not enforceable, is recognised when the City has an unconditional right to receive cash which usually coincides with receipt of cash.</p>
Non-Operating Grants, Subsidies and Contributions	<ul style="list-style-type: none"> <li>Construction or acquisition of recognisable non-financial assets to be controlled by the local government.</li> </ul>	Capital grants are recognised as income as the City satisfies its obligations in the grant agreements.
Fees and Charges	<ul style="list-style-type: none"> <li>Building, planning, development and animal management, having the same nature as a licence regardless of naming.</li> <li>Compliance safety check.</li> <li>Regulatory food, health and safety.</li> <li>Kerbside collection service.</li> <li>Waste treatment, recycling and disposal service at disposal sites.</li> <li>Permission to use facilities and runway.</li> <li>Gym and pool membership.</li> <li>Cemetery services, library fees, reinstatements and private works.</li> <li>Aviation fuel, kiosk and visitor centre stock.</li> <li>Fines issued for breaches of local laws.</li> </ul>	At a point in time (or over a relatively short period of time) when the services have been provided and payments are received.
Other Revenue	<ul style="list-style-type: none"> <li>Sale of scrap materials.</li> <li>Insurance claims.</li> <li>Commissions on licencing and ticket sales.</li> </ul>	At a point in time when the goods have been transferred and payments are received, or upon receipt of funds.

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

	2022/23 Budget \$	2021/22 Actual \$	2021/22 Budget \$
<b>11. Program Information</b>			
<b>Income and Expenses</b>			
<b>Income Excluding Grants, Subsidies &amp; Contributions</b>			
Governance	43,500	516,913	81,550
General Purpose Funding	59,924,993	55,645,773	55,616,680
Law, Order & Public Safety	241,248	212,906	256,850
Health	598,662	606,494	584,310
Education and Welfare	(5,160)	214	200
Housing	517,207	528,687	504,100
Community Amenities	9,735,642	10,654,214	9,268,093
Recreation and Culture	3,084,324	3,052,761	2,966,026
Transport	3,399,178	2,902,625	2,383,766
Economic Services	2,479,312	2,408,917	2,099,142
Other Property and Services	11,311	304,020	346,195
	<b>80,030,217</b>	<b>76,833,524</b>	<b>74,106,912</b>
<b>Operating Grants, Subsidies and Contributions</b>			
Governance	33,000	91,005	125,980
General Purpose Funding	563,576	3,207,562	1,581,946
Law, Order & Public Safety	1,081,026	804,905	1,115,600
Health	80,541	101,303	78,500
Education and Welfare	93,492	8,723	8,050
Housing	4,740	4,321	4,620
Community Amenities	14,167	228,744	56,970
Recreation and Culture	1,143,490	1,143,735	1,384,379
Transport	68,878	73,281	115,550
Economic Services	40,770	19,390	12,043
Other Property and Services	308,958	483,682	246,450
	<b>3,432,638</b>	<b>6,166,651</b>	<b>4,730,088</b>
<b>Non-Operating Grants, Subsidies and Contributions</b>			
Governance	0	117,370	7,551,000
Law, Order & Public Safety	0	881,375	0
Health	80,000	0	0
Community Amenities	979,072	441,750	131,750
Recreation and Culture	21,484,292	5,604,520	8,791,375
Transport	8,559,219	17,342,649	18,372,655
Economic Services	0	0	0
Other Property and Services	0	0	0
	<b>31,102,583</b>	<b>24,387,664</b>	<b>34,846,780</b>
<b>Total Income</b>	<b>114,565,438</b>	<b>107,387,839</b>	<b>113,683,780</b>

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

	2022/23 Budget \$	2021/22 Actual \$	2021/22 Budget \$
<b>11. Program Information (Continued)</b>			
<b>Income and Expenses (Continued)</b>			
<b>Expenses</b>			
Governance	7,376,219	8,297,705	7,868,409
General Purpose Funding	1,271,466	1,507,571	1,557,697
Law, Order & Public Safety	3,529,616	3,518,190	3,812,022
Health	1,455,784	1,377,970	1,471,069
Education and Welfare	676,764	188,420	169,524
Housing	1,347,778	617,476	1,328,858
Community Amenities	13,935,300	14,488,180	13,601,533
Recreation and Culture	29,616,214	25,678,535	29,717,473
Transport	30,178,465	25,208,891	27,323,469
Economic Services	4,678,723	3,841,238	4,713,397
Other Property and Services	2,687,460	1,586,593	599,048
<b>Total Expenses</b>	<b>96,753,789</b>	<b>86,310,769</b>	<b>92,162,499</b>
<b>Net Result</b>	<b>17,811,649</b>	<b>21,077,070</b>	<b>21,521,281</b>

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

	2022/23 Budget \$	2021/22 Actual \$	2021/22 Budget \$
<b>12. Other Information</b>			
<b>The Net Result Includes as Revenues</b>			
<b>(a) Interest Earnings</b>			
Investments			
- Reserve Funds	1,250,000	224,316	125,000
- Restricted Funds	0	0	0
- Other Funds	360,000	95,089	75,000
Other Interest Revenue	409,250	434,871	409,250
	<b>2,019,250</b>	<b>754,276</b>	<b>609,250</b>
<b>(b) Other Revenue</b>			
Reimbursements and Recoveries	970,951	1,346,590	1,058,921
Other	0	0	0
	<b>970,951</b>	<b>1,346,590</b>	<b>1,058,921</b>
<b>The Net Result Includes as Expenses</b>			
<b>(c) Auditors Remuneration</b>			
Audit	60,000	56,820	49,900
Other Services	2,565	5,900	2,500
	<b>62,565</b>	<b>62,720</b>	<b>52,400</b>
<b>(d) Interest Expenses (Finance Costs)</b>			
Overdraft Interest	0	0	0
Debentures (refer Note 7(a))	1,711,811	1,206,768	1,233,787
Leases (refer Note 8)	10,862	28,459	28,460
	<b>1,722,673</b>	<b>1,235,227</b>	<b>1,262,247</b>
<b>(e) Write Offs</b>			
General Rates	0	0	0
Specified Area Rates	0	0	0
Fees and Charges	0	0	0
	<b>0</b>	<b>0</b>	<b>0</b>
<b>The Net Result Includes as Expenses</b>			
<b>(f) Rental Charges</b>			
Operating Leases	0	0	0
Capital Leases	250,974	489,200	489,201
	<b>250,974</b>	<b>489,200</b>	<b>489,201</b>

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

13. Elected Members Remuneration	2022/23 Budget \$	2021/22 Actual \$	2021/22 Budget \$
The following fees, expenses and allowances were budgeted/ paid to council members and/or the mayor.			
<b>Member</b>			
<b>Mayor Grant Henley</b>			
Allowance	91,997	89,261	89,753
Sitting Fees	48,704	47,256	47,516
Communication Allowance	3,500	3,481	3,500
Other Allowances/ Reimbursements	0	0	478
	144,201	139,998	141,247
<b>Deputy Mayor Kelly Hick</b>			
Allowance	0	6,639	22,438
Sitting Fees	0	9,373	31,678
Travelling Allowance – Councillors Meetings	0	815	1,250
Communication Allowance	0	1,036	3,500
Other Allowances/ Reimbursements	0	0	478
	0	17,863	59,344
<b>Deputy Mayor Councillor Paul Carter</b>			
Allowance	22,999	15,676	0
Sitting Fees	32,470	31,678	31,678
Travelling Allowance – Councillors Meetings	0	0	1,250
Communication Allowance	3,500	3,500	3,500
Other Allowances/ Reimbursements	0	227	478
	58,969	51,081	36,906
<b>Councillor Kate Cox</b>			
Sitting Fees	32,470	31,678	31,678
Travelling Allowance – Councillors Meetings	0	0	1,250
Communication Allowance	3,500	3,500	3,500
Other Allowances/ Reimbursements	0	0	478
	35,970	35,178	36,906
<b>Councillor Phill Cronin</b>			
Sitting Fees	32,470	31,678	31,678
Travelling Allowance – Councillors Meetings	0	2,304	1,250
Communication Allowance	3,500	3,500	3,500
Other Allowances/ Reimbursements	0	0	478
	35,970	37,482	36,906
<b>Councillor Ross Paine</b>			
Sitting Fees	32,470	31,678	31,678
Travelling Allowance – Councillors Meetings	0	0	1,250
Communication Allowance	3,500	3,500	3,500
Other Allowances/ Reimbursements	0	184	478
	35,970	35,362	36,906

City of Busselton

Budget

For the Year Ended 30<sup>th</sup> June 2023

Notes to and Forming Part of the Budget

13. Elected Members Remuneration (Continued)	2022/23 Budget \$	2021/22 Actual \$	2021/22 Budget \$
<b>Member</b>			
<b><u>Councillor Jo Barrett-Lennard</u></b>			
Sitting Fees	0	9,373	31,678
Travelling Allowance – Councillors Meetings	0	0	1,250
Communication Allowance	0	1,036	3,500
Other Allowances/ Reimbursements	0	0	478
	0	10,409	36,906
<b><u>Councillor Lyndon Miles</u></b>			
Sitting Fees	0	9,373	31,678
Travelling Allowance – Councillors Meetings	0	0	1,250
Communication Allowance	0	1,036	3,500
Other Allowances/ Reimbursements	0	0	478
	0	10,409	36,906
<b><u>Councillor Sue Riccelli</u></b>			
Sitting Fees	32,470	31,678	31,678
Travelling Allowance – Councillors Meetings	0	0	1,250
Communication Allowance	3,500	3,500	3,500
Other Allowances/ Reimbursements	0	225	478
	35,970	35,403	36,906
<b><u>Councillor Anne Ryan</u></b>			
Sitting Fees	32,470	22,131	0
Travelling Allowance – Councillors Meetings	0	0	0
Communication Allowance	3,500	2,445	0
Other Allowances/ Reimbursements	0	0	0
	35,970	0	0
<b><u>Councillor Jodie Richards</u></b>			
Sitting Fees	32,470	22,131	0
Travelling Allowance – Councillors Meetings	0	483	0
Communication Allowance	3,500	2,445	0
Other Allowances/ Reimbursements	0	0	0
	35,970	25,059	0
<b><u>Councillor Mikayla Love</u></b>			
Sitting Fees	32,470	22,131	0
Travelling Allowance – Councillors Meetings	0	1,136	0
Communication Allowance	3,500	2,445	0
Other Allowances/ Reimbursements	0	587	0
	35,970	26,299	0
Balance of allowances to be allocated upon claims	15,903	0	0
	<b>470,863</b>	<b>449,119</b>	<b>458,933</b>
<b><u>TOTAL ALL MEMBERS</u></b>			
Allowance	114,996	111,576	112,191
Sitting Fees	308,464	300,158	300,940
Travelling Allowance – Councillors Meetings	0	4,738	10,000
Communication Allowance	31,500	31,424	31,500
Other Allowances/ Reimbursements	0	1,223	4,302
Balance of allowances to be allocated upon claims	15,903	0	0
	<b>470,863</b>	<b>449,119</b>	<b>458,933</b>

**City of Busselton**

**Budget**

**For the Year Ended 30<sup>th</sup> June 2023**

**Notes to and Forming Part of the Budget**

**14. Major Land Transactions**

It is not intended that the Council will participate in any major land transactions during the 2022/23 financial year pursuant to S3.59 of the Local Government Act and Part 3 of the Local Government Functions and General Regulations.

**15. Major Trading Undertakings**

It is not intended that the Council will participate in any major trading undertakings during the 2022/23 financial year.

**16. Interest in Joint Arrangements**

Council will not participate in any joint ventures during the 2022/23 financial year.

**17. Trust Funds**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

	<b>Balance 1/07/2022</b>	<b>Amounts Received</b>	<b>Amounts Paid</b>	<b>Balance 30/06/2023</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Building Training Levy	73,531	400,000	(423,531)	50,000
BCITF Levy	14,889	50,000	(54,889)	10,000
Nomination Deposits	0	0	0	0
Cash in Lieu of Public Open Space	145,140	0	0	145,140
Contiguous Local Authority Group (CLAG)	25,549	30,000	(35,549)	20,000
	<b>259,109</b>	<b>480,000</b>	<b>(513,969)</b>	<b>225,140</b>

	<b>2022/23 Budget</b>	<b>2021/22 Actual</b>	<b>2021/22 Budget</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>18. Fees &amp; Charges Revenue</b>			
Governance	0	29,576	44,600
General Purpose Funding	87,000	98,382	66,500
Law, Order & Public Safety	175,379	156,964	172,150
Health	596,097	606,415	581,810
Education and Welfare	17,134	214	200
Housing	517,207	528,687	504,100
Community Amenities	9,540,602	9,651,855	9,069,686
Recreation and Culture	3,088,784	2,986,342	2,951,243
Transport	3,344,102	2,836,913	2,322,400
Economic Services	2,481,120	2,352,643	2,053,236
Other Property and Services	46,596	280,802	336,293
	<b>19,894,021</b>	<b>19,528,793</b>	<b>18,102,218</b>

7. CLOSURE

The meeting closed at 5:15pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 79 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON WEDNESDAY, 17 AUGUST 2022.

DATE: 17/8/22

PRESIDING MEMBER:

