



Ordinary Council Meeting

Minutes

28 June 2022

BELMONT
CITY OF OPPORTUNITY



CITY OF BELMONT

Ordinary Council Meeting

Minutes

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Minutes of the Ordinary Council Meeting held in the Council Chamber, City of Belmont Civic Centre, 215 Wright Street, Cloverdale on Tuesday 28 June 2022 commencing at 7.00pm.

Minutes

Present

Cr P Marks, Mayor (Presiding Member)	East Ward
Cr R Rossi, JP (Deputy Mayor)	West Ward
Cr M Bass	East Ward
Cr B Ryan	East Ward
Cr N Carter	South Ward
Cr J Davis	South Ward
Cr S Wolff	South Ward
Cr G Sekulla, JP	West Ward
Cr D Sessions	West Ward

In attendance

Mr J Christie	Chief Executive Officer
Ms J Gillan	Director Development and Communities
Mr W Loh	Acting Director Corporate and Governance
Mr D Boylan	Manager City Facilities and Property
Ms V Govender	Manager Finance
Ms M Lymon	Acting Manager Governance
Mr G Dally	Acting Governance and Compliance Adviser
Ms D Morton	Acting Coordinator Marketing and Communications
Ms H Mark	Governance Officer

Members of the gallery

There were eight members of the public in the gallery and no press representatives.

I Official Opening

7.00pm The Presiding Member welcomed all those in attendance and declared the meeting open.

The Presiding Member read aloud the Acknowledgement of Country.

Acknowledgement of Country

Before I begin, I would like to acknowledge the Noongar Whadjuk people as the Traditional Owners of this land and pay my respects to Elders past, present and emerging.

I further acknowledge their cultural heritage, beliefs, connection and relationship with this land which continues today.

The Presiding Member invited Cr Sessions to read aloud the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers. Cr Sessions read aloud the affirmation.

Affirmation of Civic Duty and Responsibility

I make this affirmation in good faith and declare that I will duly, faithfully, honestly, and with integrity fulfil the duties of my office for all the people in the City of Belmont according to the best of my judgement and ability.

I will observe the City's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.

2 Apologies and leave of absence

Ms M Bell (Apology)
Ms M Reid (Apology)

Director Corporate and Governance
Director Infrastructure Services

3 Declarations of interest that might cause a conflict

3.1 Financial Interests

Nil.

3.2 Disclosure of interest that may affect impartiality

Nil.

4 Announcements by the Presiding Member (without discussion) and declarations by Members

4.1 Announcements

Nil.

4.2 Disclaimer

7.03pm The Presiding Member drew the public gallery's attention to the Disclaimer.

The Presiding Member advised the following:

'I wish to draw attention to the Disclaimer Notice contained within the Agenda document and advise members of the public that any decisions made at the meeting tonight can be revoked, pursuant to the Local Government Act 1995.

Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received.'

4.3 Declarations by Members who have not given due considerations to all matters contained in the business papers presently before the meeting

Nil.

5 Public question time

5.1 Responses to questions taken on notice

5.1.1 Mr B Childs, Kewdale

The following question was taken on notice at the 24 May 2022 Ordinary Council Meeting. Mr Childs was provided with a response on 17 June 2022. The response from the City is recorded accordingly:

1. In December, the Mayor mentioned in his video that the City of Belmont would be 100% Carbon Neutral by May. It does not mean that we have a huge number of solar panels and wind turbines, but can you explain how do we become carbon neutral? Is it called a carbon off-set?

Response

The script for the Mayor's December 2021 video address is as follows:

"At this month's meeting, Council unanimously supported the purchase of 100% green power or renewable energy to power the City's sites. The City will now be part of a landmark agreement with Synergy joining more than 40 other local governments who plan to go to 100% renewable from April next year.

The WA Local Government Association led this initiative, and the agreement sources all renewable energy from wind farms in WA.

This decision to support green power is another demonstration of the City's commitment to addressing climate change and reducing its carbon emissions."

In the above script, "the City's sites" refers to the City's seven "contestable sites" as referenced in the associated Ordinary Council Meeting item from December 2021, namely:

- **Operations Centre**
- **Civic Centre, Library and Community Centre**
- **Gerry Archer Athletic Track**
- **Ascot Freshwater Lake (circulation pump and aerator)**
- **Youth and Family Services Centre**
- **Centenary Park**
- **Ascot Waters Compensating Basin (irrigation pump for the whole of Ascot Waters and aerator)**

The contestable sites are the City's high electricity-consuming sites (over 50,000 kilowatt-hours per year). For absolute clarity, the script provided to the Mayor

should have stated “100% green power or renewable energy to power the City’s contestable sites.”, however it is relevant to note that the video address refers to the Council meeting and the associated Ordinary Council item provides clarity that this initiative related to the City’s contestable sites.

For the contestable sites, the City purchases 100% renewable energy. Other sites are not subject to this arrangement.

5.1.2 Ms E Donovan, Redcliffe

The following question was taken on notice at the 24 May 2022 Ordinary Council Meeting. Ms Donovan was provided with a response on 17 June 2022. The response from the City is recorded accordingly:

1. Would it be possible to have a community food garden at the corner of Epsom Avenue and Grand Parade?

Response

City Officers will undertake an assessment of this location to determine the need and potential location for a community garden. Officers will liaise directly with Ms Donovan on the outcome.

5.1.3 Ms L Hollands, Redcliffe

The following question was taken on notice at the 24 May 2022 Ordinary Council Meeting. Ms Hollands was provided with a response on 15 June 2022. The response from the City is recorded accordingly:

1. Previously we have been informed that the full time equivalent (FTE) staff numbers was 232.23 in 2019 and 224.42 in 2020. What was the same staff numbers at the end of the 2021 financial year and how many staff have left the City of Belmont since then and how many of these were retirements?

Response

The FTE as at 30 June 2021 was 212.67. Terminations from 1 July 2021 – 31 May 2022 were 58. Nine of these were retirements.

5.1.4 Ms S Carter, Ascot

The following question was taken on notice at the 24 May 2022 Ordinary Council Meeting. Ms Carter was provided with a response on 16 June 2022. The response from the City is recorded accordingly:

1. With regard to the Belmont Trust Land, was it proper there was no financial acquittal of municipal funds to the Belmont Trust account when the new Trust came into existence and when can an adjustment be expected given the City has recorded large surpluses this financial year?

Response

In 1954 the Belmont Park Road Board made the Declaration of Trust. There is no new Trust, though in the 1990's when the City was preparing an agreement, the City discovered that the land was subject to the charitable trust.

Any surpluses identified this year do not relate to the Belmont Trust and therefore there will be no acquittal or transfer of municipal funds to the Belmont Trust.

5.2 Questions from members of the public

7.04pm The Presiding Member drew the public gallery's attention to the rules of Public Question Time as written in the Public Question Time Form. In accordance with rule (I), the Mayor advised that he had registered seven members of the public who had given prior notice to ask questions.

The Presiding Member invited members of the public who had yet to register their interest to ask a question to do so, one further registration was forthcoming.

5.2.1 Ms L Hollands, Redcliffe

1. How many staff are still working from home, for what reason are they working from home, and when can we expect them back in the office?

Response

The Chief Executive Officer stated that the question would be taken on notice.

2. Is the City still separating vaccinated from non-vaccinated employees?

Response

The Chief Executive Officer stated that no, this was not occurring.

3. In relation to businesses' garden planting compliance along Great Eastern Highway (Redcliffe bridge to Belgravia Street) - why is there only one compliance officer? Do they routinely check on garden planting or is it only if a complaint is made?

Response

The Chief Executive Officer stated the Compliance Officer will generally act on complaints received.

The Director Development and Communities confirmed and stated the had been a challenge recruiting Planning Compliance Officers.

4. Is there normally more than one compliance officer?

Response

The Chief Executive Officer stated that there is normally one Planning Compliance Officer.

5. What are the duties of a Compliance Officer other than garden planting compliance? What is the point of having rules if they are not going to be checked on?

Response

The Director Development and Communities stated that the Planning Compliance Officer checks on approvals under the planning scheme to ensure compliance with conditions. It is not the role of the Planning Compliance Officers to seek to infringe people but to work with businesses and the community to try to resolve issues.

6. Is compliance usually a planning issue?

Response

The Presiding Member stated that yes, that was correct.

7. The Belmont Sport and Recreation Club's gardens are not well maintained – who is responsible under the Lease for their maintenance? If it is not the City's responsibility, what does the City intend to do about the state of the gardens?

Response

The Manager City Facilities and Property stated that the gardens maintenance was the responsibility of the Belmont Sport and Recreation Club and advised that the City would follow this matter up with the Belmont Sport and Recreation Club.

5.2.2 Ms L Hollands on behalf of Belmont Resident and Ratepayer Action Group (BRRAG)

1. With respect to the Belmont Trust Land and the Aha! report, why is there a reluctance by the City to afford grants to assist with future projects?

Response

The Chief Executive Officer stated that the question would be taken on notice.

2. Have our Councillors been told that Trusts can get grants and borrow money, providing it's in the best interest of the Trust, and complies with the terms and purpose of the trust?

Response

The Chief Executive Officer stated that the question would be taken on notice.

3. There are parking issues at both the Epsom Street Shops and the Love Street shops. Will the City of Belmont consider using sensor parking in these areas as they are doing in the Faulkner precinct?

Response

The Director Development and Communities stated that if there are issues with parking in these areas, they will need to be investigated prior to solutions such as sensor parking being considered. Additionally, the results from the current sensor trial in the Faulkner Civic Precinct are still pending.

The Manager City Facilities and Property confirmed that the City was still awaiting results from the Faulkner Civic Precinct trial. Pending these results, additional sites may be considered in the future.

4. When will the results from the report be available?

Response

The Chief Executive Officer stated that it was uncertain.

5. Why is commercial development being allowed in areas with a shortage of parking when residents have long term parking needs. Why is timed parking not being looked at?

Response

The Director Development and Communities stated that parking standards are mandated under the Planning Scheme and also under the Residential Planning Codes. They are not always specific to all land users. Where there is a parking issue, officers will investigate and try to work with the operator to fix the issue, before moving to other solutions.

6. Is there a reason why timed parking bays cannot be looked at in the application phase?

Response

The Director Development and Communities stated that planning approval is given at the conceptual phase. Issues often don't arise for years and can depend on the operators at the time not the approved land use.

7. Given the departure of the Senior Ranger and the rostering of 12 hour shifts, 7 days a week, it seems the Rangers are understaffed. What is the CEO doing to remedy this to ensure the expectations of the community are met?

Response

The Chief Executive Officer stated that the Rangers do a fantastic job and there is currently no service shortfall. A new Senior Ranger will be recruited as soon as possible.

8. Is consideration going to be given by the City to increase the number of Rangers?

Response

The Chief Executive Officer stated that the Rangers department was adequately staffed at present.

5.2.3 Ms S Carter, Ascot

1. There are several amounts in tonight's financial statements that do not match up with the 2021 Annual Report (Asset Backed Reserves). In page 62 of the Budget the opening balance does not match the Annual Report. Why are they different?

Response

The Chief Executive Officer stated that this would be taken on notice. The Manager Finance stated the actual opening balance and the forecast opening balance are different, however the figures in the report (the actual financial statements) have been confirmed by the auditors and will be validated with the audited report.

2. Financial Backed Reserves – two reserves have dropped off the list, the Foreshore Development Reserve and the Parks Development Reserve. Although they previously had a zero balance, there is no mention of why they have been removed.

Response

The Manager Finance stated reserves are continuously being reviewed. If it is not appearing in the list, it means they are not being utilised and have a nil balance.

3. Is it proper that a reserve account, even if it has a nil balance, is no longer accounted for in the Annual Report? Why is there no explanatory note explaining why they are not being reported on?

Response

The Chief Executive Officer stated that the question would be taken on notice, however this will not impact the adoption of the budget tonight.

4. In relation to the Belmont Trust Reserve, there was a \$300,000 legal payment made to the Ascot Waters Consortium, and an additional \$147,000 spent on legal fees. If the relevant land had become part of the Ascot Waters estate, the City of Belmont should be paying for the legal fees and not the trustees. Can you investigate the \$300,000 payment?

Response

The Chief Executive Officer stated that the question would be taken on notice.

5. \$80,000 budgeted in legal fees for the Belmont Trust - can we get a clarification on what is the nature of the legal advice?

Response

The Chief Executive Officer stated that the question would be taken on notice.

7.34pm Davis moved, Bass seconded, that Public Question Time be extended.

Carried 9 votes to 0

5.2.4 Mr L Rosolin, Belmont

1. The Crown land between Lot 71 Grandstand and Lot 75 at the Ascot Waters Racecourse is managed by Council. What was the deal in 2009 in regard to that block of land?

Response

The Chief Executive Officer stated that the question would be taken on notice.

2. How much is the cost to the Council to maintain the land between Grandstand Road and the maintenance road?

Response

The Chief Executive Officer stated that the question would be taken on notice.

3. The budget has increased, with the reasons given being inflation and the high level of service provided. I don't agree that the service is great, and many people are struggling. I question if it is right to raise the rates by 3.5% as it is too expensive.

Response

The Presiding Member advised that 3.5% will be near CPI. The City must either cut services or maintain CPI. The City's ongoing strategy has been to maintain CPI and maintain services. The City also has one of the lowest rates in the metropolitan area.

4. In the budget, 12.2.1 – West Australian Treasury Corporation. What is that loan for?

Response

The Chief Executive Officer stated that the line item refers to loan repayments for Belmont Hub.

5. What is the annual cost for the CEO? The current budget shows that the CEO receives \$917,156.

Response

The Chief Executive Officer stated that the amount shown in the budget is for running the office of the CEO, which includes the CEO as well as staffing for the CEO office, overheads and Councillor support. Information regarding Local Government CEO wages can be found on the Salaries and Allowances Tribunal website.

5.2.5 Mr V Vijay, Rivervale

1. Relating to item 12.2 – the proposed budget - The City has a forecast expenditure of \$200,000 for a concept design, feasibility design, development, and staging plan for the Belgravia Street Revitalisation Project. In the past 10 years has the City ever spent ratepayer funds on a concept design and development plan for Belvidere Street? And if so, at what cost?

Response

The Chief Executive Officer stated that the question would be taken on notice.

2. Once the feasibility and design plan is developed, approximately how much money has the City of Belmont budgeted in their long term financial plan for the actual project to be completed?

Response

The Chief Executive Officer stated that the concept design will inform the cost, however he would take the question on notice and confirm what that may look like into the future.

3. Once the feasibility and revitalisation plan is complete, when will works start on this project?

Response

The Manager City Facilities and Property stated that a fixed date cannot be provided - the works will be carried out based on the design, feasibility study and any proposed funding the City can source from Federal and State Governments.

5.2.6 Ms A Cepeda, Ascot

1. The Community Consultation Panel for the Belmont Trust Land was advised that the report would be issued to trustees on 8 July. What is the process after that?

Response

The Acting Manager Governance stated that once the final report is presented to the City, it will be reviewed by the City's officers and other stakeholders. A meeting of the Belmont Trust will be called to consider the report.

2. The panelists have formed a group and will be following this closely. Will the community get an update on what is being planned? What will the communication process with the community look like?

Response

The Chief Executive Officer stated that the report will appear on the Council's website. The City's communication team will keep the panelists aware of developments as the project progresses and the community will be kept informed.

5.2.7 Ms J Gee, Cloverdale

1. Are the Councillors going to bring into consideration what has been asked regarding the budget tonight? What if there are inconsistencies with the budget?

Response

The Presiding Member stated that none of the suggested inconsistencies affect the outcome of the budget. The items raised have been taken on notice for investigation.

The Chief Executive Officer confirmed that the City would look into the suggested inconsistencies and the removed reserves, however it would not make a material impact on the budget being considered tonight.

7.54pm The Director Development and Communities departed the meeting.

2 The formatting of the printed budget report provided tonight is inconsistent and is difficult to read. There is also a lot of white space. Can these points be looked at?

7.56pm The Director Development and Communities returned to the meeting.

Response

The Chief Executive Officer stated that large financial papers are difficult to print due to the size of the spreadsheets involved. The report however had been available on the website for several days prior to the meeting and could be viewed easily in this format.

8.02pm As there were no further questions, the Presiding Member declared Public Question Time closed.

6 Confirmation of Minutes/receipt of Matrix

6.1 Ordinary Council Meeting held 24 May 2022

Officer Recommendation

Sekulla moved, Carter seconded

That the Minutes of the Ordinary Council Meeting held on 24 May 2022, as printed and circulated to all Councillors, be confirmed as a true and accurate record.

Carried Unanimously 9 votes to 0

6.2 Matrix for the Agenda Briefing Forum held 21 June 2022

Officer Recommendation

Davis moved, Bass seconded

That the Matrix of the Agenda Briefing Forum held on 21 June 2022, as printed and circulated to all Councillors, be received and noted.

Carried Unanimously 9 votes to 0

7 Questions by Members on which due notice has been given (without discussion)

Nil.

8 Questions by members without notice

8.1 Responses to questions taken on notice

8.1.1 Cr Ryan

The following question was taken on notice at the 24 May 2022 Ordinary Council Meeting. Cr Ryan was provided with a response on 17 June 2022. The response from the City is recorded accordingly:

1. With regard to Redcliffe Park, what happened to the document that was signed by 130 people and handed to the Council in January 2020?

Response

A search of the City's records management system has no record of receiving a document over the counter in January 2020 that was signed by 130 people, relating to Redcliffe Park. The City's records system has captured email exchanges between the City and the resident, whereby the City followed up with the resident to seek a copy of the document however the resident was unable to provide a copy of the petition.

8.2 Questions by members without notice

Nil.

9 New business of an urgent nature approved by the person presiding or by decision

Nil.

10 Business adjourned from a previous meeting

Nil.

I I Reports of committees

I I.1 Standing Committee (Audit and Risk) held 30 May 2022 (circulated under separate cover)

Officer Recommendation

Davis moved, Bass seconded

That the Minutes of the Standing Committee (Audit and Risk) held on 30 May 2022 as previously circulated to all Councillors, be received and noted.

Carried Unanimously 9 votes to 0

I 2 Reports of administration

Withdrawn Items

Item 12.2 was withdrawn at the request of Cr Sekulla

Sessions moved, Bass seconded

That with the exception of Item 12.2, which is to be considered separately, the Officer or Committee Recommendations for Items 12.1, 12.3, 12.4, 12.5, 12.6, 12.7 and 12.8 be adopted en bloc by an Absolute Majority decision.

Carried by Absolute Majority 9 votes to 0

12.1 Q10/2022 - Construction of Concrete Paths and Vehicular Crossovers

Attachment details

Attachment No and title	
1.	CONFIDENTIAL REDACTED - Q10/2022 - Evaluation Matrix (Confidential matter in accordance with Local Government Act 1995 section 5.23(2)(c)(e)) [12.1.1 - 1 page]
2.	CONFIDENTIAL REDACTED - Q10/2022 - Price Schedule (Confidential matter in accordance with Local Government Act 1995 section 5.23(2)(c)(e)) [12.1.2 - 3 pages]
3.	CONFIDENTIAL REDACTED - Q10/2022 - Cost Comparison (Confidential matter in accordance with Local Government Act 1995 section 5.23(2)(c)(e)) [12.1.3 - 1 page]

Voting Requirement	:	Simple Majority
Subject Index	:	135/2022-10
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Infrastructure Services

Council role

- ☐ **Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- ☒ **Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- ☐ **Legislative** Includes adopting local laws, local planning schemes and policies.
- ☐ **Review** When Council reviews decisions made by Officers.
- ☐ **Quasi-Judicial** When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Purpose of report

To seek Council approval to award Q10/2022 – Construction of Concrete Paths and Vehicular Crossovers.

Summary and key issues

This report outlines the process undertaken to invite and evaluate the quotations received for Q10/2022 – Construction of Concrete Paths and Vehicular Crossovers and includes a recommendation to award the contract to Dowsing Group in accordance with the requirements of the *Local Government Act 1995*.

Location

Not applicable.

Consultation

There has been no specific consultation undertaken in respect to this matter.

Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

Goal 5: Responsible Belmont

Strategy: 5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community

Policy implications

Policy 29 - Purchasing

This policy aims to deliver a high level of accountability whilst providing a flexible, efficient and effective procurement framework.

The process associated with this tender was undertaken in accordance with policy requirements, therefore there are no policy implications.

Statutory environment

This issue is governed in the main by the *Local Government Act 1995*, in particular Section 3.57 which states:

‘3.57. Tenders for providing goods or services

(1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.

(2) Regulations may make provision about tenders.’

and the *Local Government (Functions and General) Regulations 1996* Regulation 11(2)(b) which states:

‘11. When tenders have to be publicly invited

(1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250,000 unless subregulation (2) states otherwise.

(2) Tenders do not have to be publicly invited according to the requirements of this Division if –

(a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or

(aa) the supply of the goods or services is associated with a state of emergency; or

(b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program; or ...’

The supplier has been sourced through the West Australian Local Government Association (WALGA) Preferred Supplier Program.

For the purpose of clarity, this procurement process did not follow a public tender process, Quotations were requested from suppliers listed on a panel of pre-qualified suppliers on the WALGA Preferred Supply Arrangements Panel for Roads, Infrastructure & Depot Services. The term “quotation” has therefore been used throughout this process. The use of the word “quotation” instead of “tender” is not considered to be material in this instance as there is no requirement to undertake a publicly invited tender process due to the use of the WALGA Preferred Supplier Program whereby suppliers from the program are invited to quote rather than tender.

The use of a panel of suppliers on the WALGA Panel ensure that the suppliers have already undertaken a fully compliant procurement process within the local government sector.

Background

Under the *Local Government (Functions and General) Regulations 1996* Regulation 11(2)(b), tenders are not required to be publicly invited if the supply of the services is to be obtained through the WALGA Preferred Supplier Program.

WALGA has established a panel of contractors for Roads, Infrastructure & Depot Services. Three members of this panel were invited to submit a quotation with two responses being received from:

- Axiis Contracting
- Dowsing Group

Officer comment

The evaluation panel consisted of the Manager Works, Supervisor Works and TravelSmart Officer. Each panel member has signed a Declaration of Confidentiality and Impartiality form confirming that they have no known conflict of interest to disclose. The Coordinator Procurement coordinated the evaluation process to ensure that the correct processes were adhered to.

The responses received were assessed on the same selection criteria included within the invitation to quote, being:

	CRITERIA	WEIGHTING
1	Experience	25%
2	Company Capacity	15%
3	Methodology	20%
4	Safety	10%
5	Price	30%
	TOTAL	100%

Confidential Attachment 12.1.1 – Evaluation Matrix details the evaluation panel's assessments of the submissions.

Dowsing Group, having achieved the highest score on the Evaluation Matrix, is the recommended supplier. They have considerable experience in all types of concrete works and have demonstrated that they have the capacity and understanding of the contract requirements to ensure the works are undertaken in a timely manner.

Financial implications

The rates submitted by the respondents are set out in Confidential Attachment 12.1.2 – Price Schedule. An estimate of the likely charges that will be incurred based on projects identified for the footpaths and roads for the financial year 2022-2023 has been used to compare costs in Confidential Attachment 12.1.3 – Cost Comparison. The projected usage for the 2022-2023 year is expected to be similar in future years. The figures resulting from this comparison have been used to calculate the score for the price criterion within the Evaluation Matrix.

The anticipated expenditure has been allowed for in the 2022-2023 capital works budgets for projects within both the Footpath (\$518,700) and Roads (\$3,737,035) upgrade and renewal programs.

Environmental implications

Construction materials associated with footpath upgrade projects (including crossovers) that are undertaken within this contract will be removed and taken to a local construction and demolition recycling station for processing.

Social implications

There are no social implications associated with this report.

Officer Recommendation

That Council:

1. Accepts the response submitted by Dowsing Group for Quotation Q10/2022 – Construction of Concrete Paths and Vehicular Crossovers as specified in accordance with the schedule of rates submitted (refer Confidential Attachment 12.1.2 – Price Schedule); and
2. Awards the contract to Dowsing Group for a period of three years commencing 1 July 2022.

Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.

12.2 Adoption of 2022-2023 Annual Budget

Attachment details

Attachment No and title	
1.	Statutory Financial Statements [12.2.1 - 26 pages]
2.	Proposed Capital Budget 2022-2023 [12.2.2 - 2 pages]
3.	Proposed Fees and Charges 2022-2023 [12.2.3 - 13 pages]
4.	Detailed Departmental Budget 2022-2023 [12.2.4 - 57 pages]

Voting Requirement	:	Absolute Majority
Subject Index	:	54/004
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

Council role

- ☐ **Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- ☒ **Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- ☐ **Legislative** Includes adopting local laws, local planning schemes and policies.
- ☐ **Review** When Council reviews decisions made by Officers.
- ☐ **Quasi-Judicial** When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Purpose of report

To seek Council's formal adoption of the 2022-2023 Budget in the prescribed manner including the imposition of differential and minimum rates, fees and charges and other budget related matters.

Summary and key issues

The City's Budget must be adopted in the prescribed manner as per Attachment 12.2.1, including the Capital Works Programme (Attachment 12.2.2). The adoption of the budget enables the rates to be levied and budget information to be distributed to the organisation and the community.

During the 2022-2023 budget process each Division has reviewed its fees and charges and has made recommendation to Council to endorse the schedule of fees and charges at Attachment 12.2.3.

Location

Not applicable.

Consultation¹

Intention to Implement Differential and Minimum Rates - Section 6.36(1) of the Act

Notices which included relevant details of Council's intention to impose Differential and Minimum Rates and an invitation for submissions from electors and ratepayers in respect to the proposed differential rates were published in the following newspapers:

1. The Saturday West newspaper – 28 May 2022
2. City's Website - 25 May 2022
3. City's Social media post (Facebook 8 June 2022, Twitter 10 June 2022)
4. Noticeboard in the City's Ruth Faulkner Library and Civic Centre - 25 May 2022
5. PerthNow Southern newspaper – 2 June 2022

Submissions are required to be made in writing and provided by 5pm, 20 June 2022.

¹ Section amended following initial publication to include comments on final submission received after publication date.

Four (4) submissions were received. A summary of the four submissions received is provided below:

One submission was supportive of the proposed rate increase and was happy with the excellent value from the City of Belmont.

One submission suggested comparative rating information to be included with proposed rates and was concerned ratepayers will be impacted by a 3.5% increase together with a GRV revaluation this financial year.

It is noted that ratepayers in 2022-2023 will only be impacted by a 3.5% increase and not impacted by a GRV valuation, the next GRV valuation is scheduled for the 2023-2024 financial year. It is agreed that providing comparative rating information will be useful and this will be considered for future years. This does not warrant reconsideration of the proposed differential rate in the dollar or minimum rate.

One submission was not supportive of the 3.5% increase due to forecasted surplus funds in 2021-2022 financial year and has made suggestions where the surplus funds can be spent.

It is noted that the estimated surplus funds for 2021-2022 will only be confirmed once the audit for the 2021-2022 financials is completed at the end of the current financial year. The predicted surplus for 2021-2022 mainly comprises restricted funds that have been set aside for specific purposes. The matters raised in this submission do not warrant reconsideration of the proposed differential rate in the dollar or minimum rate.

The final submission was not supportive of the 3.5% increase and was concerned the increase will be adding to the current economic burden of residents. It was suggested that Council should consider reducing some services to reduce the City's costs as an alternative measure.

While this may be a valid concern, the proposed 3.5% increase is still a comparatively lower increase and results in lower rate in the dollar and minimum rates levied by most other local governments. The modest increase enables the City to continue delivering a high level of service that is valued by our Community. It is noted that the City's hardship policy provides relief for ratepayers who are experiencing financial difficulties. On this basis the submission does not warrant reconsideration of the proposed differential rate in the dollar or minimum rate.

Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

Goal 5: Responsible Belmont

Strategy: 5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community

Policy implications

This report incorporates the provisions of Council Policy 35 - Financial Hardship.

Statutory environment

In accordance with Section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996* as amended, the 2022-2023 Budget is presented in the prescribed manner for formal adoption. The Statutory Budget has been prepared incorporating the principles of the Australian Accounting Standards.

Section 6.16 (1) of the Local Government Act 1995 states a local government may impose and recover a fee or charge for any goods or service it provides or proposes to provide and *Section 6.16 (3)* states further that the fees and charges are to be imposed when adopting the annual budget but may be:

- (a) imposed* during a financial year; and
- (b) amended* from time to time during a financial year.

It is a requirement under section 6.36 of the *Local Government Act 1995* that where a Local Government elects to use differential rates then it shall advertise its intention to do so, and call for submissions for a period of at least 21 days before any further action occurs. Council is to consider any submission received and may impose the proposed rates with or without modification.

The *Local Government (COVID-19 Response) Ministerial Order 2021* is in the process of being extended to 2022-2023 by the Department of Local Government, Sport and Cultural Industries and is anticipated to be gazetted in June 2022. The Ministerial order for 2022 will again make provision for interest owing to Local Governments, options for payment of rates or service charges and accrual of interest on overdue rates or service charges.

Background

The preparation of the 2022-2023 draft budget commenced early in January 2022, where various Information Forums and discussions have been held with Council, aligning the budget to the City's Strategic Community Plan (2020-2040), Long Term Financial Plan (2022-2032), Corporate Business Plan (2023-2027) and various priorities and strategies.

In accordance with Section 6.36 of the *Local Government Act 1995*, Council advertised its intention to levy differential rates and the applicable rates in the dollar, together with minimum payments. The submissions received have not raised any issues that warrant reconsideration of the proposed rate in the dollar increase for each differential rate.

In accordance with Section 6.2 of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*, the 2022-2023 Budget is presented in the prescribed manner for formal adoption. The Statutory Budget has been

prepared incorporating the principles of the Australian Accounting Standards and Council's accounting policies. As a supplementary item to the statutory budget a detailed departmental budget is prepared and commentary by Division is provided.

To comply with the provisions of the *Local Government Act 1995*, all fees and charges to be levied are also to be adopted by Council.

Officer comment

There are several statutory processes that are required and have been met ensuring compliance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*. The Budgets for service delivery and infrastructure maintenance, together with the extensive Capital Works Programme, have been aligned to the City's asset management plans, project priorities and the City's Integrated Planning Framework. This ensures that the Council's assets are improved, maintained and replaced at the appropriate time, thus complying with the City's long-term financial responsibilities.

The preparation of the 2022-2023 Budget has highlighted how challenging it is to try and meet the community's expectations, contain costs in a volatile domestic and international market and keep rate increases at a moderate level. The 2022-2023 Budget has however achieved all these factors due to responsible and prudent budgeting.

Rate Setting

Further to the Ordinary Council Meeting held on the 24 May 2022, the following general rates and minimum payments for Residential, Commercial and Industrial ratepayers for rate setting purposes that equate to a 3.5% increase in the total rate levy was advertised:

Differential Category	Proposed Cents in Dollar	Proposed Minimum \$
Residential	6.9069	885
Commercial	7.2951	1,040
Industrial	7.3149	1,060

As outlined in the Rate Setting process, a balanced budget has been achieved with a 3.5% change in the rate yield. One submission in support of the proposed rate setting was received, and three objections were received. As the matters raised in objections do not warrant a change to the proposed rate setting, it is recommended that Council endorse the proposed Cents in Dollar and the Minimum Rate for each differential category without modification as reflected in the table above, pursuant to Section 6.36 (4) of the *Local Government Act 1995*.

Proposed Budget for 2022-2023

The statutory budget is a key document in determining the City's ability to be able to maintain amenities and assets, provide services to the community, deliver projects, and deliver key strategies. A summary of some of the highlights of the 2022-2023 budget is covered below.

Total expenditure predicted for 2022-2023 budget is \$96,492,573 compared to \$93,189,222 in 2021-2022, whilst total revenue is projected to be \$91,516,059 compared to \$89,274,222 for the 2021-2022 adopted budget. The shortfall in revenue in the proposed budget is funded from the estimated opening balance of \$4.9m. The opening balance is derived from various budget variances including \$1m of prepaid Financial Assistance Grant, \$2.9m from net capital including the carry forward of infrastructure projects and \$1m of operational savings.

The 2022-2023 budget reflects that most activity will return to normal after COVID-19 interruptions over the past two years. Major community events are predicted to be resumed. Due to the challenges in the current supply market, this has resulted in a moderate decrease in capital projects for 2022-2023. During this budget cycle more focus will be placed on asset management planning and the design phase of projects instead of embarking on new projects.

The Food Organics and Garden Organics (FOGO) waste management project is scheduled to commence in 2022-2023 and it is proposed that \$1,832,191 of funding for this project will be sourced from the Waste Management Reserve.

Employee costs are expected to rise in line with the forecasted Wage Price Index and mandatory superannuation payment contribution increase from 10% to 10.5%. As part of the City's salary review process, external advice will be sought in relation to the recommended increase required to support the attraction and retention of staff, which has been a challenge across the Local Government sector in the 2021-2022 financial year. Materials and contract expenditure remain comparable to previous years' levels.

Capital Grants Revenue for 2022-2023 has decreased by \$1.5m, due to the receipt of LRCIP (Local Roads and Community Infrastructure Program) Phase 2 funding of \$1.6m in 2022 for the Glasshouse project. Further, operating grants have decreased by \$1.1m as 75% of the Financial Assistance Grant was received in advance in April 2022.

Departmental Budget Commentary

Each Division has reviewed the 2022-2023 Budget and provided an explanation to support their budget requests.

Some of the key factors driving the preparation of the 2022-2023 Budget are as follows:

- Delivering the outcomes of the Strategic Community Plan through the Key Actions of the Corporate Business Plan;
- Maintaining a viable workforce through effective attraction and retention;
- Being responsive to research results and community feedback;
- Increase communications with the community and community development;
- Maintaining service delivery; and

- Maintaining infrastructure based on asset management plans and asset priorities.

The detailed budget by Division and Department is at Attachment 12.2.4 and a summary of these budget requests are as follows:

Executive Services

Chief Executive Officer (CEO)

The only notable adjustment was the reallocation of the Business Improvement Coordinator to the CEO's office, with a corresponding reduction in the Business Improvement Team budget.

Corporate and Governance

Governance

The Business Improvement Team was reallocated to Governance Department with no increase in employee costs. Further, there was a reduction in election expense in 2022-2023 of \$95,000 as no elections are scheduled for 2022-2023 budget year.

There was an average increase of 6% for insurance due to Local Government Insurance Services (LGIS) proposed increases because of the current economic climate. The City is due to receive final insurance renewal proposals at end of June 2022. The budget for premiums will be reviewed at the budget review in October 2022.

Financing Activities

The 2022-2023 budget estimates yield on reserve investment are higher as per the City's independent fund advisor and the current trend of interest rate increases by the Reserve Bank.

Budgeted 2022-2023 Reserve Balances are included in note seven of the statutory budget Attachment 12.2.1.

Rates

The budget is based on a 3.5% increase in the rate yield during 2022-2023 and a small allowance for interim rates. An additional \$250,000 was allocated for the triennial revaluation (2023-2024) of Gross Rental Value by Landgate and this is funded from District Valuation Reserve. The total discount allowed for payment by due date was increased to \$1,850,000, a net increase of \$50,000. This prediction is based on the payments received for the current financial year.

General Purpose Income

75% of the Federal grant receipt for 2022/2023 was paid in advance in April 2022 and the balance will be paid quarterly per notification from the Department of Local Government, Sport and Cultural Industries. This has resulted in a decrease of grant income for 2022-2023 of \$226,850.

Information Technology (IT)

The IT Capital budget consists of Software as a Service (SaaS), photocopier purchases and website development projects, with the objective of creating cost savings through efficiencies and automation. Some of these projects (\$130,000) are funded by the Information Technology Reserve.

Marketing and Communications

The budget for community-based events such as Avon Descent, Autumn River Festival, Movie Madness, Imaginarium, Carols in the Park, Let's Celebrate Belmont, Harmony Day and Kidz Festival have been reallocated to the Library, Culture and Place Department.

Infrastructure Services

The Infrastructure Services has a major focus on capital works including roads drainage and paths (construction and maintenance). The preliminary budget for each programme was submitted to Council for discussion at the Information Forum meeting of 29 March 2022 with programmes based on respective Asset Management Plans. The detail information of the capital budget is included at Attachment 12.2.2.

Roads Program

The major road construction works programmed in the coming financial year totals \$3,571,678 and road maintenance budget is \$1,213,768.

Some major projects are outlined below:

- \$181,346 Abernethy Road lengthen slip lane on southern approach
- \$269,970 Abernethy Road to Alexander Road lengthen slip lane on north approach, widen south
- \$1,478,400 for five projects in various sections of Abernethy Road within the Metropolitan Regional Road Group (MRRG)
- \$200,127 Fulham Street at Fisher Street intersection, new roundabout and lighting
- \$124,941 Belgravia Street - Wright Street to Fulham Street resurface

Footpath Program

The total footpath construction program for 2022-2023 is \$606,721 and footpath maintenance is \$266,926.

Some major projects included are:

- \$143,349 Matheson Road, three sections of footpath (north side) upgrade including a new fence between Epsom Avenue and Keymer Street
- \$139,543 Garvey Park Foreshore Path
- \$27,144 St Kilda Road
- \$29,579 Sommers Street

Drainage

The drainage renewal budget has been developed to ensure that an acceptable level of service is achieved based on the Drainage Asset Management Plan. The drainage

programs listed have been identified for funding. Additional funds have been allowed to improve pipe condition investigation with closed circuit television (CCTV) which will inform future projects to resolve known defects and problem areas under general drainage improvements. Other cost items include the replacement of old and inefficient chute-type gullies and the upgrade of pollutant control measures to improve stormwater quality.

Public Works Overheads

The projected budgeted represents a moderate increase in salaries of \$100,000 to match planned future works and projects for 2022-2023.

Other Public Works

A significant component of the other Public Works is street lighting costs, this cost was increased by \$79,200, a 10% increase has been included due to the projected power tariff increase.

Sanitation Charges

The sanitation budget has increased because of higher costs associated with collection services which is subject to a rise and fall clause within the contract applied quarterly based on CPI which in recent months has been heavily impacted by the price of fuel.

The budget also allows for additional costs associated with the transition from general waste going to landfill to it being taken to the East Rockingham Waste to Energy Facility (ERWTE) and the potential introduction of a three bin collection system. While there will be very limited to zero landfill costs this is offset by additional collections of the third bin, transport of waste to East Rockingham and administration fees.

Despite the allowance for these increases, sanitation fees have not increased.

A forecast net surplus (\$476,101) for sanitation costs was transferred to the Waste Management reserve to absorb future Waste to Energy costs and other waste and environmental initiatives.

Food Organics and Garden Organics (FOGO) Implementation

The Sanitation budget also includes funds for the implementation of the City's food organics and garden organics recovery project. The capital costs for new bins, education, marketing, and advertising are included in the budget figure of \$1,755,245 which will be funded from the Waste Management Reserve.

City Projects

The allocated budget covers obtaining consultancy services as needed for nominated projects. Significant projects and planning work being undertaken for the 2022-2023 budget year comprise of:

- \$220,000 for detailed design and documentation of the Wilson Park Stage 2: Heart and Playground
- \$120,000 for detailed design and documentation Faulkner Civic Precinct - Ornamental Lakes

- \$100,000 for a feasibility assessment including site services assessment, concept design, management model options and club engagement for Stage 1 of the 400 Abernethy Road Precinct
- \$40,000 for a review of the Faulkner Civic Precinct Masterplan including a new staging and implementation action plan
- \$2,505,000 for construction of the Wilson Park Netball Courts and Sports Lighting Upgrade, which has a contribution from the State Government under the Community Sporting and Recreation Facilities (CSRFF) of \$513,000, contribution of \$100,000 from Belmont Netball Association, and the Federal Government's Local Roads and Community Infrastructure Program (LRCIP) Phase 3 funding of \$279,213, \$968,547 from the Property Development Reserve and the balance of \$644,240 from Municipal funds.
- \$200,000 for concept design, feasibility, design development and staging plan for the Belvidere Street Revitalisation project.

Streetscapes and Grounds Operations

The proposed total streetscape budget for 2022-2023 is \$2,310,412 which is for grounds maintenance, watering, pruning, street trees maintenance, verge maintenance and general upkeep of the City's streetscapes.

Parks Construction

The significant Parks Construction projects for the 2022-2023 includes:

- \$170,000 – Redcliffe Park Exercise Equipment installation
- \$380,000 – Garvey Park Playground Equipment renewal carried forward from 2021-2022
- \$250,000 – Tomato Lake Playground Equipment renewal

Parks and Active Reserve Maintenance

The proposed parks and active reserve maintenance budget for 2022-2023 is \$4,012,943 and \$1,191,105² respectively. This budget is to ensure that the City's parks and reserves are maintained and managed to a high standard.

Environment

The key items within the Environment budget include design development of future foreshore stabilisation projects, and implementation of the first year of The Esplanade Foreshore Stabilisation and Landscape Upgrade (\$669,385). This two-year project includes stabilisation of a failing river retaining structure, environmental restoration, informal nature play and installation of a fishing platform, deck, and new path connections.

City Facilities and Property

Expenditure in this section is similar to the previous year's authorised budget, capturing administrative and property and ongoing costs of managing the City's leased facilities and property related activities.

² Typographical error amended.

Building Construction

The Building Capital Works Programme for 2022-2023 is made up of renewal projects and capital upgrade projects of \$2,145,040.

Building capital upgrade and renewal projects have been compiled from long-term asset management programmes, demands on Council facilities and available funds. Projects to be considered for future years will continue to be reviewed as part of the Asset Management Plan and renewal program reviews.

The major capital projects listed for consideration are:

- Belmont Park Tennis Club Roof Repairs and Disability Access (\$110,000) – carried forward from 2021-2022
- Belmont Park Tennis Club Lighting (\$138,000) – Upgrades to the lighting and hard courts at Belmont Tennis Club, carried forward from 2021-2022
- Old Library Workroom (\$100,000) – Asbestos Containing material removal
- Oasis Leisure Centre (\$700,331) – Repairs to roof and replacement of solar matting
- Oasis Leisure Centre (\$100,000) – Replacement of existing basketball backboards
- Civic Administration Centre (\$276,750) – Replacement of Chiller unit
- Middleton Park New Sport Lighting (\$250,000) – Installation of new floodlights (upgrade project) included in 2022-2023 budget and will be funded from a Federal Election Pledge

Development and Communities

Planning Services

Planning Services delivers key regulatory services and strategic planning projects to ensure that the development of Belmont is high quality and meets the needs of our residents into the future.

Development and subdivision applications continue to be assessed to ensure that they meet the objectives of the City's Local Planning Scheme. After the housing boom of 2020-2021, it has been promising that the team has been able to facilitate the approval of several large commercial projects within the City. These projects not only facilitate employment, but also provide key services for our residents. The Design Review Panel ensures that proposals are subject to thorough review that facilitates high quality development outcomes.

Several strategic projects are also being progressed which will ensure that the City has a contemporary planning framework in place and that future development continues to meet the needs of the community. The ongoing planning projects that the City will continue to progress in 2022-2023 are as follows:

- Development Area 6
 - \$70,000 to progress the planning and implementation framework for the Development Area 6 precinct.
 - \$30,000 to explore alternative design options for the Southern Main Drain if required.

- \$20,000 to undertake any necessary modifications to the draft Structure Plan following formal advertising.

While progression of the DA6 plan is budgeted for, it is noted that at the April Ordinary Council meeting, Council resolved to write to the State Government requesting that they progress the planning framework for the precinct.

- Golden Gateway
 - \$50,000 to undertake modifications to the draft Golden Gateway Local Structure Plan and supporting documents following public consultation and in accordance with Council's resolution.
- Local Planning Scheme Review Project
 - \$10,000 to progress components of the Local Planning Scheme review project.

Library Culture and Place

The majority of accounts for Library Culture and Place are in line with the previous year's budget. A notable change is the movement of Community Events operational accounts from the Marketing and Communication Section to Library, Culture and Place following a recent organisational restructure.

Library and Museum

The allocated budget allows for the continued provision of Library and Museum collections and the delivery of adult and children's events and programs in the new Belmont Hub.

Notable expenditure relates to:

- \$25,000 for the annual renewal of the Museum's temporary exhibition space as per an approved business case to develop new exhibitions in Belmont Museum
- \$10,000 to acquire small mobile climate-controlled exhibition cases to ensure historical artefacts can be safely exhibited in pop up locations within the Library and Museum
- \$10,000 for the deployment of a 'build your business' workshop series to support continued community and local business recovery from COVID-19
- \$7,000 to deliver a professionally facilitated oral history workshop series to build community awareness and involvement in the preservation of local history utilising the multimedia recording studio

Arts and Place

Notable expenditure for the Arts and Place includes:

- \$50,000 to deliver the annual Belmont Art Awards in September 2022 at the refurbished Glasshouse
- \$70,000 for an Aboriginal mural art project in the Wright Street Lobby of Belmont Hub. This public art project will utilise remaining funds allocated by Council for

public art related to the new community building - Belmont Hub (as per Ordinary Council Meeting August 28 2018 Item 12.3)

- \$50,500 for the delivery of arts development initiatives to promote the growth of arts and culture as per the Strategic Community Plan Goal 4: Creative Belmont. Funds will be used to deliver a comprehensive educational program to complement the Art Awards season; creative clinic workshops throughout the year and ad hoc small scale art projects that aim to engage the community as well as support the local art industry.
- \$60,000 for the delivery of place activation projects aligned to the Strategic Community Plan Goal 1: Liveable Belmont. Funds will be used for seasonal activations in different places within Belmont; the continuation of Your Neighbourhood Grants; Little Libraries and other projects that engage the community, enhance well-being and inclusion and promote civic pride

Building Control

Over the last two years, as a result of the impacts of COVID-19, Council approved the waiving of fees associated with Certified Building Permit, Occupancy Permit, Demolition and Verge Permit applications. However, in the last year building activity has increased significantly due to State and Federal Government grant building stimulus packages and this is anticipated to continue for some time.

In view of the proposed reinstatement of all Building related application fees for 2022-2023, the City estimates an income of approximately \$175,000.

Rangers

The demand on Rangers Services continues to increase particularly in relation to dog and parking issues. In support of the community following Council's previous COVID-19 response over the last two years, dog and cat registration fees have again been waived which will result in an estimated loss of income totalling \$63,000. The waiving of these registration fees has however proved to be a very well received initiative by the community and has encouraged an increased level of registration and microchipping making the identification and return of stray animals and those involved in incidents much easier for Rangers.

Rangers will continue to issue warnings as opposed to infringing where appropriate however income is still anticipated to increase due to ongoing non-compliance and the higher infringement penalties imposed since 2021.

Community Safety and Crime Prevention

The City of Belmont's Community Safety and Crime Prevention Plan (CSCP) continues to provide the community with initiatives to improve the safety, security, and wellbeing of residents, businesses and visitors.

The CSCP Plan works in partnership with Government agencies as well as with private service providers.

During 2022-2023 the City intends to expand and improve its existing CCTV network with upgrades to systems at Epsom Avenue (\$20,000), Peet Park (\$32,000), Centenary Park (\$17,000), Rivervale Community Centre (\$10,000) and “internally” in the Glasshouse (\$33,000). New systems are planned at the entrance to Tomato Lake (\$56,000), Belmont Village - Wright Street (\$30,000) and an additional “stand alone” solar system in the Kewdale Industrial area at the Miles /Ballantyne Road junction (\$25,000). To support the existing and new systems the City has budgeted \$80,000 for more CarePlus Milestone CCTV 3-year Licenses.

The Belmont Community Watch patrol continues to provide a valued service to the Community and statistics show the demand for their services is increasing. The current service is under review and to allow for this work to be completed, the Community Watch service will continue to be provided by an external service provider for another year until 31 August 2023. It is not anticipated that this will result in a significant increase in costs for the upcoming budget year. The total funding which includes the mobile and Faulkner Park patrol services totals \$1,322,233.

The 2022-2023 budget has provided for more CSCP promotion and initiatives (Taskforce, Alliance, merchandise and pop-up events) (\$30,000) and also includes the ongoing support of the very successful Hip Hop Ed program (\$20,000) and Constable Care partnership (\$42,000). Funds have also been provided to support a solar light initiative (\$25,000) and the promotional decaling of the Ranger trailer (\$5,000).

The City’s Criminal Damage (Graffiti) Removal Programme continues to provide a fast and efficient service to the community. In 2020 the City partnered with Main Roads WA to include the removal of graffiti on the highway noise walls running through the City. All associated costs are paid for by Main Roads WA and ensures visitors driving through the City are not exposed to ugly graffiti damage. In 2021-2022 the City expanded this service to include the noise walls within the Tonkin Gap Alliance worksites, again cost neutral to the City.

Health Services

As with previous years, both Immunisation and Mosquito Management programmes provide essential services to the community at a reasonable cost. Both are seen as vital in preventing disease in the community and as such the City’s ongoing provision of these services are of great importance. The City is also the Chair of the Contiguous Local Authority Group (CLAG) which manages the joint grant funded finances (with the Department of Health) of all five-member Local Governments. The proposed budget of \$85,800 is used to bulk buy mosquito bait and for promotional initiatives supporting mosquito control for the benefit of the five members (Belmont, Bassendean, Bayswater, Swan and Town of Victoria Park) and is based on carry over funding from 2021-2022, anticipated grant income from the Department of Health WA (in September 2022) and contributions from all the member Councils.

Environmental Health work continues to increase with changing community needs, such as noise-related complaints, housing issues, dumping and asbestos-related matters, all of which take up officer time. The number of public events and festivals run by the City and by

external agencies has already started to increase in view of relaxations in COVID-19 restrictions and social distancing requirements.

The City has recognised that while COVID-19 impacts appear to be waning the City's residents and businesses are now being impacted by increasing "costs of living". Consequently, the majority of fees related to health services, permits, licences and applications have again been proposed to be waived. This will result in an estimated loss of income totalling \$125,000.

Volunteer Emergency Services (VES)

The City continues to provide ongoing support and oversight of SES grant funding throughout the City and promotion of Emergency Management awareness amongst staff and the community. As the City has joint arrangements with the Town of Victoria Park, the Town contributes towards these costs.

Community Development

Community development and cultural engagement work will continue to achieve strong community benefit through encouraging and supporting community capacity building and community led initiatives. The team also empowers community participation and contribution to civic life through advisory groups, networks, new group development, social issue advocacy and strategy work, celebrating culture and diversity, enhancing accessibility, engaging volunteers, recognising community achievement and some targeted program delivery.

Four of the 'industry leader' categories in the 2022 Catalyse Survey were within Community Development. These included youth services and facilities, volunteer support and recognition, disability access and inclusion and families and children services. Seniors were also highly regarded with a runner up industry leader ranking.

Budget highlights that will enable this continued high achievement to continue include:

- \$40,000 to celebrate and acknowledge Aboriginal and Torres Strait Islander culture through the provision of Welcome to Country ceremonies, as well as NAIDOC Week, Reconciliation Week and Sorry Day events and awareness raising initiatives including the return of the Noongar BBQs
- \$20,000 for programming and initiatives to implement the Aboriginal Strategy
- \$10,000 for new economic development programming and initiatives for culturally and linguistically diverse communities
- \$8,000 to roll out the Accessible Business Program
- \$7,000 for Seniors Week and seniors physical, social, and emotional wellbeing programs and initiatives.
- \$7,000 for cultural diversity programming and initiatives
- \$5,000 for intergenerational programming and initiatives
- \$14,000 for internal staff training including Noongar cultural awareness, diverse cultural communication, access and inclusion and dementia awareness training
- \$5,000 to facilitate several advisory groups to invite and value community advice and enhance consultation and collaboration

- \$805,000 for youth services to continue to provide positive engagement, development opportunities and safe spaces for young people
- \$55,000 for health promotion initiatives including activities and campaigns to target mental health, obesity, smoking, alcohol and other drugs
- \$180,000 to support residents experiencing Family and Domestic Violence
- \$78,000 for partnerships with schools to assist with student support and engagement and alternative education opportunities

Economic Development

Economic Development efforts prioritise promoting and developing the City's competitive advantages to attract investment, ongoing business engagement and support, as well as progressing strategic planning (such as finalising the Economic Development Strategy).

Specific budget program highlights include:

- \$20,000 for innovation grants to promote new innovation by local businesses.
- \$40,000 sponsorship of the Belmont and Western Australian Small Business Awards to continue to be seen as a major sponsor and key supporter of local business success.
- \$40,000 for small business mentoring and support.
- \$50,000 for projects to implement the pending Economic Development Strategy including developing an investment prospectus, jobs expo and business development workshops for building a successful business.
- \$30,000 for contribution to regional economic development.

Fees and Charges

Each Division has reviewed the schedule of fees and charges applicable to their area and recommendations are submitted through this report to Council for consideration as part of the Budget adoption process.

The consolidated schedule of fees and charges presented at Attachment 12.2.3 includes a description of how the fee or charge was calculated based on one of the following categories:

- Cost recovery - Recovery of the costs to provide the service
- Statutory - Fee or charge established by Legislation or Regulation
- Benchmarked - Comparisons with other Local Governments or organisations.

A further column identifies those fees that have been waived due to COVID-19 during 2021 to 2023 budget cycles. Feedback from the community regarding the waiving of those fees has been positive. It is estimated that the total cost of waiving those fees is approximately \$150,000.

A full list of all fees and charges and their GST implications are also presented in Attachment 12.2.3.

As detailed above, the sanitation charges are proposed to remain unchanged in 2022-2023, resulting in the (base) sanitation charge remaining at a flat \$303. Sanitation charges are a

fee for service and aim to cover costs associated with sanitation services, with any surpluses or losses historically offset by transfers through the Waste Management Reserve.

The following sanitation costs (0% increase) are highlighted for 2022-2023 budget year:

- a) \$303.00 per annum for one full service (both rateable and non-rateable properties) which includes a 240-litre bin removal weekly service, 240 litre bin for recyclables (fortnightly service) and up to 4 bulk bins per annum;
 - additional full service at \$303.00 per annum;
 - additional rubbish service only at \$212.00 per annum;
 - additional recycling only service at \$106.00 per annum;
- b) Exempted Commercial and Industrial properties at \$108.00 per annum;
- c) Multiple unit dwelling at \$212.00 per unit.
- d) A new service for an additional Food Organic and Garden Organic (FOGO) only service at \$212. This fee is only applicable once the FOGO project is implemented in the new budget year.

Financial Hardship Policy

The Financial Hardship Policy has been amended in 2022-2023. The amended Policy aims to support ratepayers facing any financial hardship as opposed to only assisting those impacted by COVID-19. The hardship policy has now become a general Financial Hardship Policy and will assist ratepayers experiencing hardship by removing administrative costs and penalties for outstanding rates.

The policy has also been expanded this year to allow hardship applications to be received and evaluated throughout the financial year (applications were previously limited to being submitted by 31 October of each financial year).

Although it is very difficult to determine the take-up, the budget includes an allowance of \$5,000 to support the hardship policy. Should the take-up be greater than the proposed budget, an increase would need to be considered as part of the budget review cycle.

The City allows ratepayers to pay their rates by instalments (four and two instalments) and offer alternative payment arrangements if the instalment option is not viable. It is also proposed that the five per cent discount for full payment of rates by the due date will continue to apply.

Financial implications

The Annual Budget provides the financial framework for the Council to provide the necessary resources to fulfil its strategic objectives, fulfil its statutory and compliance obligations, enhance the Community and its assets in accordance with Council's Vision. As reported in the Rate Setting process a balanced budget has been achieved with a 3.5% change in the rate yield.

Environmental implications

There are no environmental implications associated with this report.

Social implications

There are no social implications associated with this report.

Officer Recommendation

That Council

1. Adopts the City of Belmont Statutory Budget as detailed in Attachment 12.2.1 for the year ending 30 June 2023, pursuant to the provisions of Section 6.2(1) of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, which includes:
 - Statement of Comprehensive Income by Nature or Type;
 - Statement of Cash Flows;
 - Rate Setting Statement;
 - Detailed capital works program showing a total of \$15,895,436, Attachment 12.2.2; and
 - Supporting notes, tables, and other information.
2. Note that three submissions were received in response to the Notice published in accordance with section 6.36(1) of the *Local Government Act 1995* and determine that no modification is required to the advertised proposed rate or minimum payment for 2022-2023 budget year.
3. Adopts the following differential general rates on Gross Rental Values (GRV):

Differential Rate	Cents in the Dollar
Residential	6.9069
Commercial	7.2951
Industrial	7.3149

4. Adopts the following Minimum Payments:

Differential Rate	Minimum Payments
Residential	\$885
Commercial	\$1,040
Industrial	\$1,060

5. Endorses a 5% discount to ratepayers who pay the full amount owing within 35 days of issuing the rate notice, in accordance with Section 6.46 of the *Local Government Act 1995*.
6. Endorses the following instalments for payment of Council Rates:
- Single payment (all charges);
 - Two equal instalments (all charges); or
 - Four equal instalments (all charges),
- in accordance with Section 6.45 of the *Local Government Act 1995*.
7. Adopts, in accordance with Section 6.45(3) of the *Local Government Act 1995* and Regulation 67 of the *Local Government (Financial Management) Regulations 1996*, an Administration Fee for all instalment options of \$20.00, excluding registered pensioners / seniors (unless waived in accordance with Council Policy 35 - Financial Hardship).
8. Imposes in accordance with Section 6.45 (3) of the *Local Government Act 1995*, and Regulation 68 of the *Local Government (Financial Management) Regulations 1996*, the maximum instalment interest rate allowable of 5.5%. This is applicable to the two and four-instalment option (unless waived in accordance with Council Policy 35 - Financial Hardship)
9. Adopts an interest rate of 7% per annum for late payment interest on overdue rates calculated from the due date and continuing until the date of payment. On overdue rates in accordance with Section 6.51(1) of the *Local Government Act 1995* and Regulation 70 of the *Local Government (Financial Management) Regulations 1996*, subject to Section 6.51(4) of the *Local Government Act 1995* and the Local Government (COVID-19 Response) Amendment Order 2022; unless waived in accordance with Council Policy 35 - Financial Hardship
10. Offer arrangements and financial support to Ratepayers suffering hardship in accordance with Council Policy and in accordance with Section 6.49 of the *Local Government Act 1995*.
11. Endorse that the payments in lieu of rates be rated at the Commercial Differential Rate in the dollar on Gross Rental Values.

12. Adopts the Schedule of Fees and Charges 2022-2023 shown in Attachment 12.2.3 pursuant to Section 6.16.

Amended Officer Recommendation

Sekulla moved, Rossi seconded

That Council

1. Adopts the City of Belmont Statutory Budget as detailed in Attachment 12.2.1 for the year ending 30 June 2023, pursuant to the provisions of Section 6.2(1) of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, which includes:
 - Statement of Comprehensive Income by Nature or Type;
 - Statement of Cash Flows;
 - Rate Setting Statement;
 - Detailed capital works program showing a total of \$15,895,436, Attachment 12.2.2; and
 - Supporting notes, tables, and other information.
2. Note that four³ submissions were received in response to the Notice published in accordance with section 6.36(1) of the *Local Government Act 1995* and determine that no modification is required to the advertised proposed rate or minimum payment for 2022-2023 budget year.
3. Adopts the following differential general rates on Gross Rental Values (GRV):

Differential Rate	Cents in the Dollar
Residential	6.9069
Commercial	7.2951
Industrial	7.3149

4. Adopts the following Minimum Payments:

Differential Rate	Minimum Payments
Residential	\$885
Commercial	\$1,040
Industrial	\$1,060

5. Endorses a 5% discount to ratepayers who pay the full amount owing within 35 days of issuing the rate notice, in accordance with Section 6.46 of the *Local Government Act 1995*.
6. Endorses the following instalments for payment of Council Rates:
 - Single payment (all charges);
 - Two equal instalments (all charges); or
 - Four equal instalments (all charges),in accordance with Section 6.45 of the *Local Government Act 1995*.
7. Adopts, in accordance with Section 6.45(3) of the *Local Government Act 1995* and Regulation 67 of the *Local Government (Financial Management) Regulations*

³ Following the publication of the report, and prior to the close of the submission period, an additional submission was received. The report has been amended to reflect the consideration of all submissions and part 2 of the Officer Recommendation amended accordingly.

1996, an Administration Fee for all instalment options of \$20.00, excluding registered pensioners / seniors (unless waived in accordance with Council Policy 35 - Financial Hardship).

8. Imposes in accordance with Section 6.45 (3) of the *Local Government Act 1995*, and Regulation 68 of the *Local Government (Financial Management) Regulations 1996*, the maximum instalment interest rate allowable of 5.5%. This is applicable to the two and four-instalment option (unless waived in accordance with Council Policy 35 - Financial Hardship)
9. Adopts an interest rate of 7% per annum for late payment interest on overdue rates calculated from the due date and continuing until the date of payment. On overdue rates in accordance with Section 6.51(1) of the *Local Government Act 1995* and Regulation 70 of the *Local Government (Financial Management) Regulations 1996*, subject to Section 6.51(4) of the *Local Government Act 1995* and the Local Government (COVID-19 Response) Amendment Order 2022; unless waived in accordance with Council Policy 35 - Financial Hardship
10. Offer arrangements and financial support to Ratepayers suffering hardship in accordance with Council Policy and in accordance with Section 6.49 of the *Local Government Act 1995*.
11. Endorse that the payments in lieu of rates be rated at the Commercial Differential Rate in the dollar on Gross Rental Values.
12. Adopts the Schedule of Fees and Charges 2022-2023 shown in Attachment 12.2.3 pursuant to Section 6.16.

Carried by Absolute Majority 9 votes to 0

CITY OF BELMONT
ANNUAL BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

LOCAL GOVERNMENT ACT 1995

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CITY'S VISION

Belmont – The City of Opportunity
We will be home to a diverse and harmonious community, thriving from the opportunities of our unique, riverside City.

CITY OF BELMONT
STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2023

	NOTE	2022/23 Budget	2021/22 Actual	2021/22 Budget
		\$	\$	\$
Revenue				
Rates	2(a)	52,688,720	50,811,569	50,774,334
Operating grants, subsidies and contributions	10	1,145,436	4,360,283	1,946,437
Fees and charges	13	8,794,833	9,228,452	8,631,177
Interest earnings	11(a)	992,507	1,207,850	675,554
Other revenue	11(b)	621,641	740,556	643,328
		64,243,137	66,348,710	62,670,830
Expenses				
Employee costs		(25,610,406)	(26,568,041)	(25,699,437)
Materials and contracts		(28,942,669)	(24,559,510)	(26,436,301)
Utility charges		(1,309,672)	(1,598,050)	(1,368,088)
Depreciation on non-current assets	6	(8,959,935)	(9,089,535)	(9,079,968)
Interest expenses	11(d)	(571,292)	(597,365)	(597,365)
Insurance expenses		(703,922)	(743,037)	(651,885)
Other expenditure		(1,241,872)	(1,353,321)	(1,357,237)
		(67,339,768)	(64,508,859)	(65,190,281)
		(3,096,631)	1,839,851	(2,519,451)
Non-operating grants, subsidies and contributions	10	3,038,018	1,753,474	4,035,952
Profit on asset disposals	5(b)	113,901	17,589	0
Loss on asset disposals	5(b)	(3,548)	(410,420)	(528,000)
		3,148,371	1,360,643	3,507,952
Net result for the period		51,740	3,200,494	988,501
Other comprehensive income				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus		0	0	0
Total other comprehensive income for the period		0	0	0
Total comprehensive income for the period		51,740	3,200,494	988,501

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

CITY OF BELMONT
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2023

	NOTE	2022/23 Budget	2021/22 Actual	2021/22 Budget
		\$	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		52,688,720	50,811,569	50,774,334
Operating grants, subsidies and contributions		1,145,436	4,360,283	1,901,278
Fees and charges		8,794,833	9,228,452	8,807,371
Interest received		992,507	1,207,850	480,554
Other revenue		621,641	740,556	643,328
		64,243,137	66,348,710	62,606,865
Payments				
Employee costs		(25,610,406)	(26,568,041)	(25,522,426)
Materials and contracts		(28,942,669)	(24,559,510)	(26,018,718)
Utility charges		(1,309,672)	(1,598,050)	(1,368,088)
Interest expenses		(571,292)	(597,365)	(597,365)
Insurance paid		(703,922)	(743,037)	(651,883)
Other expenditure		(1,241,872)	(1,353,321)	(1,340,579)
		(58,379,833)	(55,419,324)	(55,499,059)
Net cash provided by (used in) operating activities	4	5,863,304	10,929,386	7,107,806
CASH FLOWS FROM INVESTING ACTIVITIES				
Net of investments		0	0	4,978,356
Payments for purchase of property, plant & equipment	5(a)	(4,331,321)	(5,405,775)	(5,406,227)
Payments for construction of infrastructure	5(a)	(11,564,115)	(7,181,387)	(11,131,526)
Non-operating grants, subsidies and contributions		3,038,018	1,753,474	4,752,916
Proceeds from sale of property, plant and equipment	5(b)	792,940	341,335	994,231
Net cash provided by (used in) investing activities		(12,064,478)	(10,492,353)	(5,812,250)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	7(a)	(595,216)	(573,170)	(573,170)
Contribution of SSL		0	0	10,000
Net cash provided by (used in) financing activities		(595,216)	(573,170)	(563,170)
Net increase (decrease) in cash held		(6,796,390)	(136,137)	732,386
Cash at beginning of year		11,347,628	11,483,765	5,272,232
Cash and cash equivalents at the end of the year	4	4,551,238	11,347,628	6,004,618

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

Attachment 12.2.1 Statutory Financial Statements

CITY OF BELMONT RATE SETTING STATEMENT FOR THE YEAR ENDED 30 JUNE 2023

	NOTE	2022/23 Budget	2021/22 Actual	2021/22 Budget
		\$	\$	\$
OPERATING ACTIVITIES				
Net current assets at start of financial year - surplus/(deficit)	3	4,976,513	8,218,713	3,915,000
		4,976,513	8,218,713	3,915,000
Revenue from operating activities (excluding rates)				
Operating grants, subsidies and contributions	10	1,145,436	4,360,283	1,946,437
Fees and charges	13	8,794,833	9,228,452	8,631,177
Interest earnings	11(a)	992,507	1,207,850	675,554
Other revenue	11(b)	621,641	740,556	643,328
Profit on asset disposals	5(b)	113,901	17,589	0
		11,668,318	15,554,730	11,896,496
Expenditure from operating activities				
Employee costs		(25,610,406)	(26,568,041)	(25,699,437)
Materials and contracts		(28,942,669)	(24,559,510)	(26,436,301)
Utility charges		(1,309,672)	(1,598,050)	(1,368,088)
Depreciation on non-current assets	6	(8,959,935)	(9,089,535)	(9,079,968)
Interest expenses	11(d)	(571,292)	(597,365)	(597,365)
Insurance expenses		(703,922)	(743,037)	(651,885)
Other expenditure		(1,241,872)	(1,353,321)	(1,357,237)
Loss on asset disposals	5(b)	(3,548)	(410,420)	(528,000)
		(67,343,316)	(64,919,279)	(65,718,281)
Non-cash amounts excluded from operating activities	3(b)	8,192,882	9,029,341	9,784,981
Amount attributable to operating activities		(42,505,603)	(32,116,495)	(40,121,804)
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions	10	3,038,018	1,753,474	4,035,952
Payments for property, plant and equipment	5(a)	(4,331,321)	(5,405,775)	(5,406,227)
Payments for construction of infrastructure	5(a)	(11,564,115)	(7,181,387)	(11,131,526)
Self Supporting Loan - Principle income		0	0	10,000
Proceeds from disposal of assets	5(b)	792,940	341,335	994,231
Amount attributable to investing activities		(12,064,478)	(10,492,353)	(11,497,570)
Amount attributable to investing activities		(12,064,478)	(10,492,353)	(11,497,570)
FINANCING ACTIVITIES				
Repayment of borrowings	7(a)	(595,216)	(573,170)	(573,170)
Transfers to cash backed reserves (restricted assets)	8(a)	(1,361,206)	(6,654,126)	(2,099,385)
Transfers from cash backed reserves (restricted assets)	8(a)	4,337,782	4,001,088	4,017,595
Amount attributable to financing activities		2,381,360	(3,226,208)	1,345,040
Budgeted deficiency before general rates		(52,188,720)	(45,835,056)	(50,274,334)
Estimated amount to be raised from general rates	2(a)	52,688,720	50,811,569	50,774,334
Net current assets at end of financial year - surplus/(deficit)	3	500,000	4,976,513	500,000

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

CITY OF BELMONT
FOR THE YEAR ENDED 30 JUNE 2023

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CITY OF BELMONT

NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 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 Belmont 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 12 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 with 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 BELMONT

NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 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, 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 can not be classified under the above headings, includes dividends, discounts, and rebates. Reimbursements and recoveries should be separated by note to ensure the correct calculation of ratios.

EXPENSES

EMPLOYEE COSTS

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

MATERIALS AND CONTRACTS

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

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

INSURANCE

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

LOSS ON ASSET DISPOSAL

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

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation and amortisation expense raised on all classes of assets.

INTEREST EXPENSES

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

OTHER EXPENDITURE

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

Attachment 12.2.1 Statutory Financial Statements

CITY OF BELMONT

NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 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

Includes the cost of collecting rates income and all general purpose funding e.g. Grants Commission Funding.

Governance

All costs associated with the elected members of Council, together with all costs associated with the general governance of the district. Includes all costs generated by the full allocation of administration costs in accordance with the principles of Activity Based Costing.

Law, Order and Public Safety

The control and prevention of fire. Administration of all matters relating to the control of animals, mainly dogs and all general law, order and public safety matters administered by Council's Rangers.

Health

The administration of maternal and infant health through child health clinics. The administration of preventative services such as: Immunisation, Meat Inspections, Inspection of food premises and Pest Control.

Education and Welfare

The provision of children services, the care of the aged and disabled through Aged and Disabled Services and Senior Citizen Centres. The provision of some pre-school education facilities, but not the delivery of education.

Housing

The provision of Aged Housing Facilities throughout the district.

Community Amenities

Includes sanitation (household refuse); stormwater drainage; town and regional planning and development; the provision of rest rooms and protection of the environment.

Recreation and Culture

The provision of facilities and support of organisations concerned with leisure time activities and sport. The provision and maintenance of a public library. The provision of a cultural centre and a historical museum.

Transport

Construction and maintenance of streets, roads, footpaths, cycleways and Council Depot. The control of street parking and the control of traffic management of local streets.

Economic Services

The management of local tourism and area promotion. The provision of building approvals and control. Any other economic services.

Other Property and Services

Private works, public work overheads, plant operations. A summary of salaries and wages total costs and any other miscellaneous activities that cannot otherwise be classified in the above.

Attachment 12.2.1 Statutory Financial Statements

CITY OF BELMONT NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2023

2. RATES AND SERVICE CHARGES

(a) Rating Information

Rate Description	Basis of valuation	Rate in	Number of properties	Rateable value	2022/23 Budgeted rate revenue	2022/23 Budgeted interim rates	2022/23 Budgeted back rates	2022/23 Budgeted total revenue	2021/22 Actual total revenue	2021/22 Budget total revenue
		\$		\$	\$	\$	\$	\$	\$	\$
(i) Differential general rates										
Residential Rate		0.06907	14,432	255,633,025	17,656,317	154,000		17,810,317	17,113,909	17,001,575
Commercial Rate		0.07295	846	137,593,093	10,037,554	3,535		10,041,089	9,696,164	9,793,108
Industrial Rate		0.07315	464	124,941,858	9,139,372	73,932		9,213,304	8,848,668	8,755,788
Sub-Total			15,742	518,167,976	36,833,243	231,467	0	37,064,710	35,658,741	35,550,471
Minimum										
Minimum payment		\$								
Residential Rate		885	5,224	59,382,453	4,623,240			4,623,240	4,454,550	4,463,955
Commercial Rate		1,040	185	1,440,980	192,400			192,400	187,935	187,935
Industrial Rate		1,060	9	89,679	9,540			9,540	9,225	9,225
Sub-Total			5,418	60,913,112	4,825,180	0	0	4,825,180	4,651,710	4,661,115
			21,160	579,081,088	41,658,423	231,467	0	41,889,890	40,310,451	40,211,586
Discounts on general rates (Refer note 2(f))					(1,215,000)			(1,215,000)	(1,188,959)	(1,103,939)
Total amount raised from general rates					40,443,423	231,467	0	40,674,890	39,121,492	39,107,647
(ii) Specified area and ex gratia rates										
Ex-gratia rates										
Airport Rates				173,565,425	12,563,830			12,563,830	12,217,130	12,191,947
Other Rates in Lieu					85,000			85,000	84,000	84,088
Total ex-gratia rates				173,565,425	12,648,830	0	0	12,648,830	12,301,130	12,276,035
Discounts on specified area and ex gratia rates (Refer note 2(f))					-635,000			(635,000)	(611,053)	(609,348)
Total specified area and ex gratia rates					12,013,830	0	0	12,013,830	11,690,077	11,666,687
Total rates					52,457,253	231,467	0	52,688,720	50,811,569	50,774,334

All land (other than exempt land) in the City of Belmont is rated according to its Gross Rental Value (GRV).

The general rates detailed 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 local government services/facilities.

Attachment 12.2.1 Statutory Financial Statements

CITY OF BELMONT

NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2023

2. RATES AND SERVICE CHARGES (CONTINUED)

(b) Interest Charges and Instalments - Rates and Service Charges

The following instalment options are available to ratepayers for the payment of rates and service charges.

Instalment options	Date due	Instalment plan admin charge	Instalment plan interest rate	Unpaid rates interest rates
		\$	%	%
Option one				
Single full payment	05-September-2022			
Option two				
First instalment	05-September-2022	20	5.5%	7.0%
Second instalment	10-January-2023			
Option three				
First instalment	05-September-2022	20	5.5%	7.0%
Second instalment	07-November-2022			
Third instalment	10-January-2023			
Fourth instalment	10-March-2023			

	2022/23 Budget revenue	2021/22 Actual revenue	2021/22 Budget revenue
	\$	\$	\$
Instalment plan admin charge revenue	115,078	111,600	114,000
Instalment plan interest earned	140,000	139,347	135,000
Unpaid rates and service charge interest earned	91,367	143,045	60,000
	346,446	393,992	309,000

(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 implementation of differential rating.

Attachment 12.2.1 Statutory Financial Statements

CITY OF BELMONT

NOTES TO AND FORMING PART OF THE BUDGET

FOR THE YEAR ENDED 30 JUNE 2023

2. RATES AND SERVICE CHARGES (CONTINUED)

(c) Objectives and Reasons for Differential Rating

The City of Belmont has adopted a combination of characteristics relating to land zoned under the Town Planning Scheme and the purpose for which the land is held or used.

The table below details the proposed rate in the dollar for 2022-2023:

Differential Category	Proposed Cents in Dollar	Proposed Minimum
Residential	6.9069	885
Commercial	7.2951	1,040
Industrial	7.3149	1,060

The following reflects the objects and reasons for each differential rating category:

Residential Category

The Residential rate imposes a differential rate on land primarily used for residential purposes. The rate in the dollar has been determined on the basis that ratepayers make a reasonable contribution to the cost of local government services and facilities.

Council is committed to increasing the residential rates base resulting in growth which will evenly distribute the overheads of maintaining the infrastructure of the City. There are continuing positive signs of redevelopment under the current Local Planning Scheme, and this is envisaged to continue to increase into the foreseeable future.

Commercial and Industrial Categories

The location of both the airport and the rail freight terminal has encouraged industry to locate within the City of Belmont. This results in large volumes of heavy traffic within the City and therefore an accelerated deterioration of roads which is a major factor in the differential categories and their respective rates and minimum payments (i.e. with Industrial sectors having a slightly higher rate in the dollar and minimum payment than Commercial sector).

Both the Commercial and Industrial sectors also require greater resourcing and expenditure from Council on services such as Health, Building and Town Planning. The differential rates and minimum payments reflect the levels of costs and resourcing required to service each sector of the community.

Council is also mindful of the employment opportunities generated by both sectors and therefore, keeps the differential as reasonable as possible.

Council also recognises that the Commercial and Industrial sectors form an integral part of the City's rate base and therefore uses the City of Opportunity Marketing Strategy to support and promote both sectors.

Council will continue to compare its rates in the dollar and minimum payments with other neighbouring local governments for benchmarking purposes.

The objective for minimum rating:

The minimum payments for 2022-2023 have been set to ensure the minimum level of service required is adequately funded. Minimum payments serve other key purposes in relation to encouraging owners of vacant land to develop the site for whichever purpose it is zoned. This process further complements the State Government initiative of promoting urban infill and arresting the urban sprawl that burdens the State's ability to provide infrastructure assets.

Minimum payments have also increased consistently with increases in the rate in the dollar although it should be noted that minimum payments are rounded to the nearest \$5. The proposed minimum and rate in the dollar for 2022-2023 have increased by 3.5% on all categories.

Attachment 12.2.1 Statutory Financial Statements

CITY OF BELMONT

NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2023

2. RATES AND SERVICE CHARGES (CONTINUED)

(d) Specified Area Rate

The City does not intend to raise specified area rates for the year ended 30th June 2023.

(e) Service Charges

The City does not intend to raise service charges for the year ended 30th June 2023.

(f) Early payment discounts

Rate, fee or charge to which discount is granted	Note	Discount %	2022/23 Budget	2021/22 Actual	2021/22 Budget	Circumstances in which discount is granted
Differential Rates		5.0%	\$ 1,100,000	\$ 1,188,959	\$ 991,755	Payment received in full by the due date
Minimum Payments		5.0%	115,000	-	112,184	Payment received in full by the due date
Ex Gratia Rates		5.0%	635,000	611,053	609,348	Payment received in full by the due date
			1,850,000	1,800,012	1,713,287	

(g) Waivers or concessions

The City does not anticipate any waivers or concessions for the year ended 30th June 2023.

CITY OF BELMONT

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

3. NET CURRENT ASSETS

Note	2022/23 Budget 30 June 2023	2021/22 Actual 30 June 2022	2021/22 Budget 30 June 2022
	\$	\$	\$
(a) Composition of estimated net current assets			
Current assets			
Cash and cash equivalents - unrestricted	4 10,701,227	19,256,277	44,689,792
Cash and cash equivalents - restricted	4 50,367,903	53,344,479	
Financial assets - restricted	4 0	0	20,438,216
	61,069,130	72,600,756	65,128,008
Less: current liabilities			
Trade and other payables and provisions excluding borrowings	(7,937,217)	(13,350,126)	(14,371,149)
Short term borrowings	7 (595,216)	(573,170)	(573,170)
	(8,532,433)	(13,923,296)	(14,944,319)
Net current assets	52,536,697	58,677,460	50,183,689
Less: Total adjustments to net current assets	3.(c) (47,560,184)	(50,458,747)	(46,268,689)
Net current assets used in the Rate Setting Statement	4,976,513	8,218,713	3,915,000

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

Items excluded from calculation of budgeted deficiency

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

(b) Non-cash amounts excluded from operating activities

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*.

Adjustments to operating activities

Note	2022/23 Budget 30 June 2023	2021/22 Actual 30 June 2022	2021/22 Budget 30 June 2022
	\$	\$	\$
Less: Profit on asset disposals	5(b) (113,901)	(17,589)	0
Add: Loss on disposal of assets	5(b) 3,548	410,420	528,000
Add: Depreciation on assets	6 8,959,935	9,089,535	9,079,968
Movement in non-current employee provisions	(656,700)	(453,025)	177,013
Non cash amounts excluded from operating activities	8,192,882	9,029,341	9,784,981

(c) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

Adjustments to net current assets

Less: Cash - restricted reserves	8 (50,367,903)	(53,344,479)	(49,454,968)
Add: Current liabilities not expected to be cleared at end of year			
- Current portion of borrowings	595,216	573,170	573,170
- Current portion of employee benefit provisions held in reserve	2,212,503	2,312,562	2,613,109
Total adjustments to net current assets	(47,560,184)	(50,458,747)	(46,268,689)

CITY OF BELMONT

NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2023

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 Belmont 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 Belmont contributes to a number of superannuation funds on behalf of employees.

All funds to which the City of Belmont 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.

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 cashflows 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 BELMONT

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

4 RECONCILIATION OF CASH

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

	Note	2022/23 Budget	2021/22 Actual	2021/22 Budget
Cash at bank and on hand		\$ 4,551,238	\$ 11,347,628	\$ 6,004,618
Term deposits		56,517,892	61,253,128	59,123,390
Total cash and cash equivalents		61,069,130	72,600,756	65,128,008
Held as				
- Unrestricted cash and cash equivalents	3(a)	10,701,227	19,256,277	17,591,250
- Restricted cash and cash equivalents	3(a)	50,367,903	53,344,479	47,536,758
		61,069,130	72,600,756	65,128,008
Restrictions				
The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:				
- Restricted financial assets at amortised cost - term deposits		50,367,903	53,344,479	47,536,758
		50,367,903	53,344,479	47,536,758
The restricted assets are a result of the following specific purposes to which the assets may be used:				
Financially backed reserves	8	50,367,903	53,344,479	47,536,758
		50,367,903	53,344,479	47,536,758
Reconciliation of net cash provided by operating activities to net result				
Net result		51,739	3,200,494	998,501
Depreciation	6	8,959,935	9,089,535	9,079,968
(Profit)/loss on sale of asset	5(b)	(110,353)	392,831	528,000
Share of profit or (loss) of associates accounted for using the equity method		0	0	0
(Increase)/decrease in receivables		125,305	320,562	456,032
(Increase)/decrease in inventories		6,531	1,202	4,500
Increase/(decrease) in payables		(131,835)	(321,764)	793,721
Non-operating grants, subsidies and contributions		(3,038,018)	(1,753,474)	(4,752,916)
Net cash from operating activities		5,863,304	10,929,386	7,107,806

SIGNIFICANT ACCOUNTING POLICES

CASH AND CASH EQUIVALENTS

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

Bank overdrafts are shown as short term borrowings in current liabilities in Note 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 cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Attachment 12.2.1 Statutory Financial Statements

CITY OF BELMONT

NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2023

5 FIXED ASSETS

(a) Acquisition of Assets

The following assets are budgeted to be acquired during the year.

Reporting program

Asset class	Governance	General purpose funding	Law, order, public safety	Health	Education and welfare	Community amenities	Recreation and culture	Transport	Economic services	Other property and services	2022/23 Budget total	2021/22 Actual total	2021/22 Budget total
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<u>Property, Plant and Equipment</u>													
Land - freehold land	0	100,000	0	0	0	0	0	0	0	0	100,000	0	100,000
Buildings - non-specialised	0	0	0	0	0	0	25,000	0	1,675,081	0	1,700,081	3,672,308	3,025,281
Furniture and equipment	810,000	0	250,000	0	0	0	80,500	0	0	0	1,140,500	649,900	809,000
Plant and equipment	255,541	77,875	141,080	26,000	89,750	128,547	33,000	415,511	38,811	134,625	1,340,740	870,608	1,421,946
Other property, plant and equipment	0	0	0	0	0	50,000	0	0	0	0	50,000	212,959	50,000
	1,065,541	177,875	391,080	26,000	89,750	178,547	138,500	415,511	1,713,892	134,625	4,331,321	5,405,775	5,406,227
<u>Infrastructure</u>													
Infrastructure - roads	0	0	0	0	0	0	0	3,571,678	0	0	3,571,678	4,144,084	4,668,442
Infrastructure - footpaths	0	0	0	0	0	0	0	606,721	0	0	606,721	429,786	881,829
Infrastructure - drainage	0	0	0	0	0	0	0	593,216	0	0	593,216	542,137	600,000
Infrastructure - parks and ovals	0	0	0	0	0	0	3,005,637	0	0	0	3,005,637	1,646,719	2,339,469
Other infrastructure - Car Parks	0	0	0	0	0	669,385	0	0	0	0	669,385	76,719	746,104
Other infrastructure [describe]	0	0	0	0	0	0	0	122,478	0	0	122,478	211,417	211,683
Other infrastructure [describe]	0	0	0	0	0	0	0	320,000	2,675,000	0	2,995,000	130,525	1,684,000
	0	0	0	0	0	669,385	3,005,637	5,214,093	2,675,000	0	11,564,115	7,181,387	11,131,526
Total acquisitions	1,065,541	177,875	391,080	26,000	89,750	847,932	3,144,137	5,629,604	4,388,892	134,625	15,895,436	12,587,162	16,537,753

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information attached to this budget document as follows:

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.

Attachment 12.2.1 Statutory Financial Statements

CITY OF BELMONT

NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2023

5 FIXED ASSETS

(b) Disposals of Assets

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

	2022/23 Budget Net Book Value	2022/23 Budget Sale Proceeds	2022/23 Budget Profit	2022/23 Budget Loss	2021/22 Actual Net Book Value	2021/22 Actual Sale Proceeds	2021/22 Actual Profit	2021/22 Actual Loss	2021/22 Budget Net Book Value	2021/22 Budget Sale Proceeds	2021/22 Budget Profit	2021/22 Budget Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
By Program												
Governance	198,232	215,624	20,940	(3,548)	34,341	34,707	366	0	90,746	90,746	0	0
General Purpose Funding	0	0	0	0	54,693	24,693	0	(30,000)	54,693	24,693	0	(30,000)
Law, order and public safety	59,673	67,933	8,260	0	0	0	0	0	27,168	27,168	0	0
Health	0	0	0	0	38,121	41,697	3,576	0	51,020	51,020	0	0
Education and welfare	46,825	53,587	6,762	0	0	0	0	0	44,749	44,749	0	0
Community amenities	50,192	57,319	7,127	0	0	0	0	0	35,700	35,700	0	0
Recreation and culture	0	0	0	0	217,936	(157,693)	4,791	(380,420)	567,300	69,300	0	(498,000)
Transport	128,905	160,812	31,907	0	350,871	353,247	2,376	0	538,965	538,965	0	0
Economic services	96,090	110,061	13,971	0	0	0	0	0	0	0	0	0
Other property and services	102,670	127,604	24,934	0	38,204	44,684	6,480	0	111,890	111,890	0	0
	682,587	792,940	113,901	(3,548)	734,166	341,335	17,589	(410,420)	1,522,231	994,231	0	(528,000)
By Class												
<u>Property, Plant and Equipment</u>												
Buildings - non-specialised	0	0	0	0	30,000	(209,420)	0	(239,420)	357,000	0	0	(357,000)
Furniture and equipment	0	0	0	0	4,500	4,500	0	0	0	0	0	0
Plant and equipment	682,587	792,940	113,901	(3,548)	528,666	546,255	17,589	0	994,231	994,231	0	0
<u>Infrastructure</u>												
Infrastructure - parks and ovals	0	0	0	0	171,000	0	0	(171,000)	171,000	0	0	(171,000)
	682,587	792,940	113,901	(3,548)	734,166	341,335	17,589	(410,420)	1,522,231	994,231	0	(528,000)

A detailed breakdown of disposals on an individual asset basis can be found in the supplementary information attached to this budget document as follows:

- Staff housing program
- Plant replacement program

SIGNIFICANT ACCOUNTING POLICIES

GAINS AND LOSSES ON DISPOSAL

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

Attachment 12.2.1 Statutory Financial Statements

CITY OF BELMONT

NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2023

6 ASSET DEPRECIATION

By Program

Governance
General purpose funding
Law, order and public safety
Health
Education and welfare
Housing
Community amenities
Recreation and culture
Transport
Economic services
Other property and services

By Class

Buildings - non-specialised
Furniture and equipment
Plant and equipment
Infrastructure - roads
Infrastructure - footpaths
Infrastructure - drainage
Infrastructure - parks and ovals
Other infrastructure - Car Parks
Intangible assets - corporate website

2022/23 Budget	2021/22 Actual	2021/22 Budget
\$	\$	\$
940,761	1,001,564	742,416
12,643	7,698	1,188
69,089	83,863	112,428
72,389	72,109	69,336
95,227	95,173	108,600
131,109	133,390	134,676
11,824	3,354	15,324
2,457,884	2,498,820	3,021,132
4,418,308	4,434,740	4,560,660
709,500	722,968	256,356
41,200	35,856	57,852
8,959,934	9,089,535	9,079,968
2,251,899	2,275,852	2,339,978
988,599	1,106,675	824,056
212,788	144,188	320,244
2,536,685	2,561,506	2,607,100
558,036	563,496	559,680
996,734	1,006,486	997,284
1,278,722	1,293,526	1,293,526
82,792	83,602	83,900
53,679	54,204	54,200
8,959,934	9,089,535	9,079,968

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:

Major depreciation periods are:

Buildings - Floor
Buildings - Envelope
Buildings - Fit-out
Buildings - Roof
Buildings - Other
Furniture & Equipment - General
Furniture & Equipment - Artwork
Plant - Motor Vehicles
Plant - Other
Roads/Carparks - Formation
Roads/Carparks - Paving
Roads/Carparks - Kerbing
Roads/Carparks - Surfacing
Infrastructure - Footpaths
Infrastructure - Drainage
Infrastructure - Parks and Gardens
Infrastructure - Turf on Parks
Intangible assets- Computer software

40 - 150 years
40 - 150 years
15 - 100 years
40 - 150 years
10 - 50 years
3 - 10 years
50 years
5 years
3 - 15 years
Not depreciated
40 - 150 years
40 years
20 years
20 - 50 years
40 - 100 years
10 - 50 years
Not depreciated
5 years

AMORTISATION

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

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

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

Attachment 12.2.1 Statutory Financial Statements

CITY OF BELMONT

NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2023

7 INFORMATION ON BORROWINGS

(a) Borrowing repayments

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

Purpose	Loan Number	Institution	Interest Rate	Budget Principal 1 July 2022	2022/23 Budget New Loans	2022/23 Budget Principal Repayments	Budget Principal outstanding 30 June 2023	2022/23 Budget Interest Repayments	Actual Principal 1 July 2021	2021/22 Actual New Loans	2021/22 Actual Principal Repayments	Actual Principal outstanding 30 June 2022	2021/22 Actual Interest Repayments	Budget Principal 1 July 2021	2021/22 Budget New Loans	2021/22 Budget Principal Repayments	Budget Principal outstanding 30 June 2022	2021/22 Budget Interest Repayments
				\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Education and welfare																		
Loan 183 New Community Centre	183	WATC	3.81%	12,831,578	0	(595,216)	12,236,362	571,292	13,404,748	0	(573,170)	12,831,578	597,365	13,404,748	0	(573,170)	12,831,578	597,365
				12,831,578	0	(595,216)	12,236,362	571,292	13,404,748	0	(573,170)	12,831,578	597,365	13,404,748	0	(573,170)	12,831,578	597,365

All borrowing repayments will be financed by general purpose revenue.

Borrowings have been obtained from Western Australian Treasury Corporation (WATC and interest paid includes the 0.7% guarantee debenture fee,

CITY OF BELMONT

NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2023

7 INFORMATION ON BORROWINGS

(b) New borrowings - 2022/23

The City does not intend to undertake any new borrowings for the year ended 30th June 2023

(c) Unspent borrowings

The City had no unspent borrowing funds as at 30th June 2022 nor is it expected to have unspent borrowing funds as at 30th June 2023.

(d) Credit Facilities

	2022/23 Budget	2021/22 Actual	2021/22 Budget
	\$	\$	\$
Loan facilities			
Loan facilities in use at balance date	12,236,362	12,831,578	12,831,578

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.

Attachment 12.2.1 Statutory Financial Statements

CITY OF BELMONT NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2023

8 FINANCIALLY BACKED RESERVES

(a) Financially Backed Reserves - Movement

	2022/23 Budget Opening Balance	2022/23 Budget Transfer to	2022/23 Budget Transfer (from)	2022/23 Budget Closing Balance	2021/22 Actual Opening Balance	2021/22 Actual Transfer to	2021/22 Actual Transfer (from)	2021/22 Actual Closing Balance	2021/22 Budget Opening Balance	2021/22 Budget Transfer to	2021/22 Budget Transfer (from)	2021/22 Budget Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by legislation												
(a) Administration building reserve	239,557	2,875	0	242,432	237,447	2,110	0	239,557	237,508	1,733	0	239,241
(b) Aged accommodation - Homeswest	903,390	40,808	0	944,198	862,342	41,048	0	903,390	875,949	49,458	0	925,407
(c) Aged Community Care Reserve	222,213	2,667	0	224,880	220,256	1,957	0	222,213	177,290	1,247	0	178,537
(d) Aged persons housing reserve	783,661	9,404	(179,521)	613,544	772,352	11,309	(188,235)	783,661	949,390	13,869	(187,938)	775,321
(e) Aged Services Reserve	1,080,964	12,972	0	1,093,936	1,071,442	9,522	0	1,080,964	1,071,793	7,818	0	1,079,611
(f) Ascot Waters Marina Maintenance	979,308	11,752	(50,000)	941,060	970,241	9,067	(50,000)	979,308	1,028,232	7,508	(50,000)	985,740
(g) Belmont District Band reserve	47,673	572	0	48,245	47,253	420	0	47,673	44,265	323	0	44,588
(h) Belmont Oasis Refurbishment Reserve	4,201,716	50,421	0	4,252,137	4,164,704	37,012	0	4,201,716	4,165,856	30,389	0	4,196,245
(i) Belmont Trust Reserve	1,510,878	18,131	(186,443)	1,342,566	1,495,920	14,958	(187,224)	1,510,878	1,511,847	6,712	(187,224)	1,331,335
(j) Building Maintenance	4,217,349	50,608	(100,000)	4,167,957	4,166,888	50,461	(1,511,045)	4,217,349	5,367,671	47,473	(565,500)	4,849,644
(k) Car Parking Reserve	62,867	754	0	63,621	62,313	554	0	62,867	62,330	455	0	62,785
(l) District valuation reserve	264,549	88,175	(250,000)	102,724	212,659	51,890	0	264,549	212,533	50,713	0	263,246
(d) Election expenses reserve	78,473	50,942	0	129,415	27,350	51,123	(99,000)	78,473	126,240	50,557	(110,000)	66,797
(e) Environment Reserve	1,048,656	12,584	0	1,061,240	102,743	945,913	0	1,048,656	29,767	945,750	0	975,517
(f) Faulkner Park Retirement Village Buy Back Reserve	2,444,463	49,178	0	2,493,641	2,367,659	76,804	0	2,444,463	2,434,139	73,038	0	2,507,177
(g) Faulkner Park Retirement Village owners Maintenance Reserve	610,029	67,476	0	677,505	552,877	57,152	0	610,029	569,320	56,079	0	625,399
(h) History Reserve	144,790	1,737	0	146,527	143,303	1,487	(24,000)	144,790	167,344	1,046	(24,000)	144,390
(i) Information Technology Reserve	1,346,305	16,156	(130,000)	1,232,461	1,332,305	14,000	(243,000)	1,346,305	1,425,633	8,518	(408,000)	1,026,151
(j) Land acquisition reserve	9,319,979	111,840	(130,000)	9,301,819	9,237,616	82,363	(30,000)	9,319,979	9,273,904	67,624	(130,000)	9,211,528
(k) LSL Reserve - Salaries	2,015,680	24,188	(240,060)	1,799,808	1,646,162	369,518	(550,000)	2,015,680	2,135,720	365,359	(234,469)	2,266,610
(l) LSL Reserve - Wages	394,266	4,731	(38,800)	360,197	340,629	53,637	(68,649)	394,266	477,389	53,391	(57,322)	473,458
(m) Miscellaneous Entitlements	480,046	5,761	0	485,807	(271,517)	751,563	(447,354)	480,046	249,737	1,995	0	251,732
(n) Plant replacement reserve	791,032	9,492	(232,220)	568,304	639,595	151,437	(181,300)	791,032	614,368	152,803	(181,300)	585,871
(o) Property development reserve	11,986,560	143,839	(968,547)	11,161,852	9,155,027	2,831,533	(272,727)	11,986,560	8,919,968	65,193	(431,760)	8,553,401
(p) Public Art Reserve	401,317	4,816	0	406,133	397,782	3,535	0	401,317	397,847	2,903	0	400,750
(q) Ruth Faulkner library reserve	46,611	559	0	47,170	46,200	411	0	46,611	46,213	337	0	46,550
(r) Streetscapes Reserve	499,383	5,993	0	505,376	494,984	4,399	0	499,383	495,122	3,612	0	498,734
(s) Urban Forest Strategy Management Reserve	117,927	1,415	0	119,342	116,888	1,039	0	117,927	116,826	853	0	117,779
(t) Waste Management Reserve	5,601,544	543,320	(1,832,191)	4,312,673	4,588,191	1,013,353	0	5,601,544	4,632,992	20,682	(1,420,933)	3,232,741
(u) Workers Compensation/Insurance reserve	1,503,293	18,040	0	1,521,333	1,488,742	14,551	(148,554)	1,503,293	1,637,675	11,947	(29,149)	1,620,473
	53,344,479	1,361,206	(4,337,782)	50,367,903	46,690,353	6,654,126	(4,001,088)	53,344,479	49,454,968	2,099,385	(4,017,595)	47,536,758
	53,344,479	1,361,206	(4,337,782)	50,367,903	46,690,353	6,654,126	(4,001,088)	53,344,479	49,454,968	2,099,385	(4,017,595)	47,536,758

(b) Financially Backed Reserves - Purposes

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

Reserve name	Purpose of the reserve
(a) Administration building reserve	Established for the refurbishment of Council's administration building.
(b) Aged accommodation - Homeswest	Established in accordance with the requirements of the Homeswest joint venture agreements to provide for major maintenance on the Orana and Gabriel Gardens housing complexes.
(c) Aged Community Care Reserve	Established to fund the provision of aged care community services.
(d) Aged persons housing reserve	Used to manage the surplus/deficit position and capital improvements of Council's aged housing centres.
(e) Aged Services Reserve	Established to fund the provision of aged services within the City of Belmont.
(f) Ascot Waters Marina Maintenance	Established to provide for the ongoing maintenance and future redevelopment needs of the marina at Ascot Waters.
(g) Belmont District Band reserve	Established to provide funds for the replacement and acquisition of instruments for the Belmont District Band.
(h) Belmont Oasis Refurbishment Reserve	Established to provide funds for the future refurbishment of the Belmont Oasis Leisure Centre.
(i) Belmont Trust Reserve	Established to fund costs in relation to the Belmont Trust land.
(j) Building Maintenance	Established to provide funds for the refurbishment and maintenance of Council's Buildings.
(k) Car Parking Reserve	Established to provide funds including those received as cash in lieu for any activities that create or enhance car parks.
(l) District valuation reserve	As the valuation of the district takes place every three years, a reserve was established to spread the costs of the revaluation over the three years.
(d) Election expenses reserve	Established to spread the cost of postal voting over two years as elections are only held every two years.
(e) Environment Reserve	Established to fund environmental programs.
(f) Faulkner Park Retirement Village Buy Back Reserve	Established to fund the future buy-back of the Faulkner Park Retirement Village units in the future upon the village reaching the end of its useful life.
(g) Faulkner Park Retirement Village owners Maintenance Reserve	Established to provide funds for major maintenance and refurbishment at the Village and to fund future aged person's facilities. Provision for the future costs associated with the acquisition, recording, preservation and display of articles and information associated with the history of the City of Belmont.
(h) History Reserve	
(i) Information Technology Reserve	Established for the replacement and enhancement of Council's core business hardware and software requirements.
(j) Land acquisition reserve	Established for the acquisition and/or redevelopment of land and buildings and receives the proceeds of any land or building sales.
(k) LSL Reserve - Salaries	Established to part fund the long service leave liability of Council's salaried staff.
(l) LSL Reserve - Wages	Established to part fund the long service leave liability of Council's wages staff.
(m) Miscellaneous Entitlements	Established to provide funding for unforeseen expenditures relating to staff and entitlements.
(n) Plant replacement reserve	Used to fund the replacement of Council's heavy plant. Funds the shortfall between income generated through plant operation recoveries and replacement costs.
(o) Property development reserve	Established to fund any Council property development.
(p) Public Art Reserve	Established to fund future acquisitions of public art for display in the City of Belmont.
(q) Ruth Faulkner library reserve	Established for capital improvements to Council's library.
(r) Streetscapes Reserve	Established to fund shopping centre revitalisation and streetscape enhancements.
(s) Urban Forest Strategy Management Reserve	Established to fund the management and retention of the urban forest.
(t) Waste Management Reserve	Established to fund waste management initiatives and activities.
(u) Workers Compensation/Insurance reserve	Established to fund self insurance expenses and major fluctuations in insurance premiums.

Attachment 12.2.1 Statutory Financial Statements

CITY OF BELMONT

NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2023

9. REVENUE RECOGNITION

SIGNIFICANT ACCOUNTING POLICIES

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

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Specified area rates	Rates charge for specific defined purpose	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Service charges	Charge for specific service	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants with no contractual commitments	General appropriations and contributions with no specific contractual commitments	No obligations	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	No refunds	On payment and issue of the licence, registration or approval
Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Adopted by council annually	Apportioned equally across the collection period	Not applicable	Output method based on regular weekly and fortnightly period as proportionate to collection service
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	Adopted by council annually	Based on timing of entry to facility	Not applicable	On entry to facility
Airport landing charges	Permission to use facilities and runway	Single point in time	Monthly in arrears	None	Adopted by council annually	Applied fully on timing of landing/take-off	Not applicable	On landing/departure event
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works
Sale of stock	Aviation fuel, kiosk and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Adopted by council annually, set by mutual agreement	Applied fully based on timing of provision	Returns limited to repayment of transaction price	Output method based on goods

Attachment 12.2.1 Statutory Financial Statements

CITY OF BELMONT

NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2023

10. PROGRAM INFORMATION

Income and expenses

Income excluding grants, subsidies and contributions

	2022/23 Budget	2021/22 Actual	2021/22 Budget
	\$	\$	\$
Governance	256,328	300,639	200,531
General purpose funding	54,703,655	53,460,863	52,372,057
Law, order, public safety	167,860	212,392	130,100
Health	83,250	126,925	53,250
Education and welfare	238,711	172,667	167,683
Housing	360,000	351,000	351,000
Community amenities	6,712,112	6,816,591	6,887,092
Recreation and culture	276,770	338,099	348,550
Transport	31,907	3,680	0
Economic services	256,771	102,470	129,000
Other property and services	124,239	120,690	85,130

Operating grants, subsidies and contributions

Governance	80,000	80,000	80,000
General purpose funding	243,058	1,928,262	443,500
Law, order, public safety	91,100	211,219	200,884
Health	85,800	83,008	48,946
Education and welfare	158,500	66,270	62,500
Community amenities	181,208	405,575	549,459
Recreation and culture	10,000	133,921	140,148
Transport	262,770	1,387,034	387,000
Other property and services	33,000	64,994	34,000

Non-operating grants, subsidies and contributions

Community amenities	50,000	0	50,000
Recreation and culture	0	243,000	243,000
Transport	1,555,805	1,463,106	1,463,106
Economic services	1,432,213	47,368	2,279,846

Total Income

	67,395,057	68,119,773	66,706,782

Expenses

Governance	(8,404,007)	(9,641,232)	(8,873,969)
General purpose funding	(2,148,934)	(1,971,355)	(1,826,272)
Law, order, public safety	(4,088,885)	(4,002,106)	(3,790,763)
Health	(1,599,610)	(1,554,889)	(1,391,646)
Education and welfare	(4,677,030)	(4,725,649)	(4,469,748)
Housing	(559,363)	(436,453)	(465,925)
Community amenities	(10,358,598)	(7,806,313)	(9,908,867)
Recreation and culture	(14,962,592)	(14,288,321)	(16,096,616)
Transport	(13,277,641)	(13,718,492)	(12,720,019)
Economic services	(2,387,920)	(2,406,143)	(2,020,677)
Other property and services	(4,878,737)	(4,368,326)	(4,153,779)

Total expenses

	(67,343,317)	(64,919,279)	(65,718,281)

Net result for the period

	51,740	3,200,494	988,501

CITY OF BELMONT
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

11. OTHER INFORMATION

	2022/23 Budget	2021/22 Actual	2021/22 Budget
	\$	\$	\$
The net result includes as revenues			
(a) Interest earnings			
Investments			
- Reserve funds	640,140	797,458	352,554
- Other funds	121,000	128,000	128,000
Other interest revenue (refer note 1b)	231,367	282,392	195,000
	992,507	1,207,850	675,554
* The City has resolved to charge interest under section 6.13 for the late payment of any amount of money at 5%.			
(b) Other revenue			
Reimbursements and recoveries	621,641	740,556	643,328
	621,641	740,556	643,328
The net result includes as expenses			
(c) Auditors remuneration			
Audit services	62,000	82,794	57,000
	62,000	82,794	57,000
(d) Interest expenses (finance costs)			
Borrowings (refer Note 7(a))	(571,292)	(597,365)	(597,365)
	(571,292)	(597,365)	(597,365)

Attachment 12.2.1 Statutory Financial Statements

CITY OF BELMONT

NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2023

12. ELECTED MEMBERS REMUNERATION

	2022/23 Budget	2021/22 Actual	2021/22 Budget
	\$	\$	\$
Mayor- P Parks			
Mayor's allowance	91,997	86,017	89,753
Meeting attendance fees	48,704	44,965	47,516
Annual allowance for ICT expenses	3,667	3,688	3,500
	144,368	134,670	140,769
Deputy Mayor - R Rossi			
Deputy Mayor's allowance	23,000	22,458	22,438
Meeting attendance fees	32,470	31,678	31,678
Annual allowance for ICT expenses	3,667	3,688	3,500
	59,137	57,824	57,616
Cr J Davis			
Meeting attendance fees	32,470	31,678	31,678
Other expenses			214
Annual allowance for ICT expenses	3,667	3,689	3,500
	36,137	35,367	35,392
Cr G Sekulla			
Meeting attendance fees	32,470	31,678	31,678
Other expenses			214
Annual allowance for ICT expenses	3,667	3,688	3,500
	36,137	35,366	35,392
Cr M Bass			
Meeting attendance fees	32,470	31,678	31,678
Other expenses			214
Annual allowance for ICT expenses	3,666	3,688	3,500
	36,136	35,366	35,392
Cr S Wolff			
Meeting attendance fees	32,470	31,678	31,678
Other expenses			214
Annual allowance for ICT expenses	3,667	3,688	3,500
	36,137	35,366	35,392
Cr B Ryan			
Meeting attendance fees	32,470	31,678	31,678
Other expenses			214
Annual allowance for ICT expenses	3,666	3,689	3,500
	36,136	35,367	35,392
Cr D Sessions			
Meeting attendance fees	32,470	31,678	31,678
Other expenses			214
Annual allowance for ICT expenses	3,666	3,689	3,500
	36,136	35,367	35,392
Cr N Carter			
Meeting attendance fees	32,456	31,678	31,678
Other expenses			214
Annual allowance for ICT expenses	3,667	3,689	3,500
	36,123	35,367	35,392
Total Elected Member Remuneration	456,447	440,060	446,129
Mayor's allowance	91,997	86,017	89,753
Deputy Mayor's allowance	23,000	22,458	22,438
Meeting attendance fees	308,450	298,389	300,940
Other expenses	0	0	1,498
Annual allowance for ICT expenses	33,000	33,196	31,500
	456,447	440,060	446,129

CITY OF BELMONT
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

13 FEES AND CHARGES

	2022/23 Budget	2021/22 Actual	2021/22 Budget
	\$	\$	\$
By Program:			
Governance	10,500	4,914	10,500
General purpose funding	978,752	1,287,467	883,626
Law, order, public safety	140,900	193,650	108,900
Health	70,000	106,496	40,000
Education and welfare	4,000	0	0
Housing	360,000	351,000	351,000
Community amenities	6,695,010	6,812,869	6,727,921
Recreation and culture	239,270	322,216	326,050
Economic services	241,800	101,563	128,000
Other property and services	54,600	48,277	55,180
	8,794,833	9,228,452	8,631,177

The subsequent pages detail the schedule of fees and charges proposed to be imposed by the City of Belmont.

Attachment 12.2.2 Proposed Capital Budget 2022-2023

Proposed Capital Budget 2022-2023				
Project Description	Responsible Team	New/Renewal /Upgrade	Comments	2022-2023
Wilson Park Netball Courts & Sports Lighting	City Projects	Renewal	Renewal/Upgrade of the Wilson Park netball courts and sports lighting to meet current standards. Estimated Total project cost of \$2,380,000. Grant Funding - CSRFF grant funding of \$513,000, LRCIP Phase 3 funds \$279,213 and Belmont Netball Association commitment of \$100,000	1,910,000
Wilson Park Netball Courts & Sports Lighting	City Projects	Upgrade	Renewal/Upgrade of the Wilson Park netball courts and sports lighting to meet current standards. Estimated Total project cost of \$2,380,000. Grant Funding - CSRFF grant funding of \$513,000, LRCIP Phase 3 funds \$279,213 and Belmont Netball Association commitment of \$100,000	595,000
Belvidere Street Precinct Revitalisation	City Projects	Upgrade	Consultancy costs	200,000
Belmont Hub Major Defects Rectification	City Projects	Renewal	Belmont Hub will require a series of defects to be rectified by the City and reimbursed by the construction contractor	290,000
Belmont Park Tennis Club Roof & Disability access	City Facilities & Property	Renewal	Install compliant access path to club facility (\$70,000) and reseal and coat existing concrete roof tiles (\$40,000)	110,000
Belmont Park Tennis Club Lighting	City Facilities & Property	Renewal	Upgrade existing tennis hardcourt lighting towers and resurfacing tennis hardcourts 15 & 16 at Belmont Tennis Club.	138,000
The Glasshouse – Removal of Asbestos Containing Material	City Facilities & Property	Renewal	Removal of Asbestos Containing Material	100,000
Belmont Oasis Leisure Centre	City Facilities & Property	Renewal	Repairs to roof and replacement of solar matting	700,331
Belmont Oasis Leisure Centre	City Facilities & Property	Renewal	Replacement of existing basketball backboards on courts 1 & 2 only includes installation of additional structural beams in roof	100,000
Civic/Administration Building	City Facilities & Property	Renewal	Replace chiller unit	276,750
Middleton Park - Sports Lighting	City Facilities & Property	New	New sports lighting at Middleton Park	250,000
Esplanade Foreshore Stabilisation and Landscaping	Parks, Leisure & Environment	New	Stabilisation and landscaping of Esplanade Foreshore	669,385
Park furniture - drinking fountains	Parks, Leisure & Environment	New	Installation of drinking fountains	25,000
Adachi Footpath & Landscaping Upgrade	Parks, Leisure & Environment	Renewal	Adachi Footpath and landscaping	5,137
Scott Street Drain Landscaping Upgrade	Parks, Leisure & Environment	Renewal	Installation of a pedestrian footbridge, improved fencing, rock infill, tubestock planting	105,500
Sporting Facilities renewal programme	Parks, Leisure & Environment	Renewal	Based on requests from Sporting Clubs	40,000
Garvey Park Playground Equipment	Parks, Leisure & Environment	Renewal	As per Playground Asset Management Plan - renewal	380,000
Civic Precinct Infrastructure Renewal	Parks, Leisure & Environment	Renewal	Faulkner Civic Precinct Upgrades to park amenity (landscaping) and infrastructure	60,000
Park Furniture renewal programme	Parks, Leisure & Environment	Renewal	Replacement of bollards, seating and bins in 'very poor' condition as identified in AssetFinda	60,000
Gerry Archer Athletics track- Synthetic long jump runways	Parks, Leisure & Environment	Renewal	Installation of four synthetic runway tracks for the Belmont Little Athletics Club	55,000
Middleton Park Playground Replacement	Parks, Leisure & Environment	Renewal	As per Playground Asset Management Plan - renewal	120,000
Peachey Park - additional bike track infrastructure	Parks, Leisure & Environment	New	Additional adventure bike infrastructure to complement existing bike path	60,000
Volcano Playground - Flying Fox	Parks, Leisure & Environment	Renewal	As per Playground Asset Management Plan - renewal	170,000
Centenary Park East Playground Renewal	Parks, Leisure & Environment	Renewal	As per Playground Asset Management Plan - renewal	170,000
Tomato lake Playground Renewal (Oats)	Parks, Leisure & Environment	Renewal	As per Playground Asset Management Plan - renewal	250,000
Hoffman Park	Parks, Leisure & Environment	Renewal	As per Playground Asset Management Plan - renewal	70,000
Brearley Park (North) Playground renewal	Parks, Leisure & Environment	Renewal	As per Playground Asset Management Plan - renewal	65,000
Irrigation Renewal - Tomato Lake - Oats St near Kiosk	Parks, Leisure & Environment	Renewal	As per Irrigation Asset Management Plan - renewal	150,000
Irrigation Renewal - Kinghorn	Parks, Leisure & Environment	Renewal	As per Irrigation Asset Management Plan - renewal	30,000
Irrigation Renewal - Operations Centre	Parks, Leisure & Environment	Renewal	As per Irrigation Asset Management Plan - renewal	80,000
Irrigation Renewal - Volcano Playground	Parks, Leisure & Environment	Renewal	As per Irrigation Asset Management Plan - renewal	35,000
Irrigation Renewal - Parkview Chase	Parks, Leisure & Environment	Renewal	As per Irrigation Asset Management Plan - renewal	150,000
Irrigation Renewal - Willowlake Park (Gabriel St)	Parks, Leisure & Environment	Renewal	As per Irrigation Asset Management Plan - renewal	75,000
Irrigation Renewal - Fulham St Sump	Parks, Leisure & Environment	Renewal	As per Irrigation Asset Management Plan - renewal	60,000
Irrigation Renewal - Ascot Waters Freshwater Lake	Parks, Leisure & Environment	Renewal	As per Irrigation Asset Management Plan - renewal	125,000
Irrigation Renewal - Various Streetscape medians and entry statement	Parks, Leisure & Environment	Renewal	As per Irrigation Asset Management Plan - renewal	50,000
Irrigation Renewal - Ascot Waters Stoneham Street to Adachi	Parks, Leisure & Environment	Renewal	As per Irrigation Asset Management Plan - renewal	180,000
Elec Cabinet Renewal - Kinghorn	Parks, Leisure & Environment	Renewal	Upgrade to comply with electrical standards	15,000
Elec Cabinet Renewal - Hoffman	Parks, Leisure & Environment	Renewal	Upgrade to comply with electrical standards	15,000
Elec Cabinet Renewal - Adachi Park	Parks, Leisure & Environment	Renewal	Upgrade to comply with electrical standards	35,000
Elec Cabinet Renewal - Kennerly St	Parks, Leisure & Environment	Renewal	Upgrade to comply with electrical standards	15,000
Bore Renewal - Belmont Oval	Parks, Leisure & Environment	Renewal	Bore renewal to develop screen/or replace	40,000
Bore Renewal - Adachi Park self backwash system.	Parks, Leisure & Environment	Renewal	Backwash system upgrade to clean screen	75,000
Tomato Lake all weather surface	Parks, Leisure & Environment	New	Integrated all weather surface surrounding the kiosk, playground and bbq area	45,000
Redcliffe Park Exercise equipment (NEW)	Parks, Leisure & Environment	New	New exercise equipment as per community and councillor request	170,000
Ascot Racecourse foreshore	Parks, Leisure & Environment	New	To repair rock scour protection on embankment and toe along a section of Ascot Racecourse	25,000
Streetscape Infrastructure renewal programme	Parks, Leisure & Environment	Renewal	Seating and related infrastructure within the streetscape excluding seating in the bus shelter	45,000
Streetscape Landscaping renewal programme	Parks, Leisure & Environment	Renewal	Refurbish and upgrade of landscape areas such as shopping centre precincts, main arterial	45,000
Side Entry pit upgrades	Drains	Renewal	Ongoing program to replace old chute style lids	200,928
Pollution Control Improvement	Drains	Renewal	End of line improvements prior to entering water courses	19,136
Pipe condition investigation	Drains	Renewal	Filming and cleaning to support current and future projects	239,200
General Drainage Improvements	Drains	Renewal	Projects to be determined as a result of ongoing CCTV investigations	133,952
Matheson Rd	Paths	Renewal	Epsom Ave to Dirt Road 127m	49,202
Matheson Rd - Part 2	Paths	Renewal	Dirt Rd to Aurum St 120m	46,490
Garvey Park Foreshore Path	Paths	Renewal	Sustainable Transport Plan (STP) Foreshore Path - Main Park Area to Ayers Boardwalk 542m x 2.5m	139,543
Connectivity	Paths	Renewal	Various Locations - as required	24,520
Rehabilitation	Paths	Renewal	Various Locations - as required	24,520
Signs and Lines	Paths	Renewal	Various Locations - as required	9,808
Wright Street	Paths	Renewal	Investigation and design only	12,500
Fulham Street	Paths	Renewal	Investigation and design only	12,500
Matheson Rd	Paths	Renewal	Aurum St to Keymer St 122m	47,657
Sydenham St	Paths	Renewal	Surrey Rd to Orrong Rd - 175m of (1.2m to) 1.5m path	20,896
St Kilda Rd	Paths	Renewal	Roberts Road to Alexander Rd - 245m of (1.2m to) 1.5m path	27,144
Sommers Street	Paths	Renewal	Ellard Ave to Belvidere St - 202m of (1.2m to) 1.5m path	29,579
Wicca Street	Paths	Upgrade	Wright St to Sydenham St - 200m of new 1.8m path	25,954
Ford Street	Paths	Upgrade	Matheson Rd to Esplanade - 198m of new 1.8m path	25,721
Fisher Street	Paths	Upgrade	Wendron Street to Kew Street - 94m of new 1.5m path	13,188
Belmont Ave & Fulham Rd Roundabout	Paths	Renewal	Annulus change, pedestrian connectivity modifications, design and investigation	17,500
Knutsford Ave Cycle Street	Paths	Renewal	Full corridor design informing limited modifications	25,000
Green Route Development	Paths	Renewal	Full corridor design informing limited modifications	25,000
Daly Street Cycle Street	Paths	Renewal	Full corridor design informing limited modifications	13,000
Sydenham St Cycle Street	Paths	Renewal	Full corridor design informing limited modifications	17,000
Abernethy Road	Roads	Renewal	Lengthen slip lane on southern approach	181,346
Acton Avenue	Roads	Renewal	Gabriel St to Keane St - Profile and overlay 50mm (2760m2)	73,350
Belgravia Street	Roads	Renewal	Cul-de-Sac (Fairbrother St) to Oakdale Gr - Profile edges and overlay (1474m2)	39,173
Abernethy Rd	Roads	Renewal	Lengthen slip lane on northern approach, widen southbound	269,970
Hardey Rd	Roads	Renewal	Reconfigure offset intersection, consultation, design and utilities	65,000
Keane St	Roads	Renewal	Whiteside St Intersection - Installation of central island	82,144
General Isolated Treatments	Roads	Renewal	Various Sites, City wide - general isolated treatments	24,160
Various Resurfacing	Roads	Renewal	Various Sites, City wide - various resurfacing	24,160
Belvidere Street	Roads	Renewal	Keymer Street to Hardey Road - Profile and overlay 50mm (2851m2)	120,229
Belgravia Street	Roads	Renewal	Sydenham St to Wright St - Profile and overlay 50mm (2027m2)	90,107
Belgravia Street	Roads	Renewal	Wright St to Fulham St - Profile and overlay 50mm (2873m2)	124,941
Abernethy Road	Roads	Renewal	Either side of Chilver St (eastbound) - FBS stabilisation (425m2)	47,365
Abernethy Road	Roads	Renewal	Kewdale Rd to Freight Terminal entrance road south/west - FBS stabilisation (1720m2)	274,806
Abernethy Road	Roads	Renewal	Daddow Rd to CoK boundary north/east bound - FBS stabilisation (2275m2)	147,058
Abernethy Road	Roads	Renewal	CoK boundary to Daddow Rd south/west bound - FBS stabilisation (2085m2)	221,995
Daddow Road	Roads	Renewal	Abernethy Rd to CoK boundary south/east bound - FBS stabilisation (1950m2)	340,812
Abernethy Road	Roads	Renewal	Alexander Rd to Hendra St south/east bound - FBS stabilisation (3500m2)	446,364
Fulham Street	Roads	Renewal	Fisher Street New Roundabout and Lighting	200,127
Wright Street	Roads	Renewal	Kooyong Rd, pre-deflection at Roundabout, upgrade lighting.	96,817
Gabriel Place	Roads	Renewal	Gabriel Street to Acton Ave - Profile edges and overlay (1156m2)	29,828
Armada Road	Roads	Renewal	Campbell St to Roberts Rd - Profile edges and overlay (2316m2)	59,759

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Armada Road	Roads	Renewal	Roberts Rd to Alexander Rd - Profile edges and overlay (1658m2)	42,781
Salisbury Road	Roads	Renewal	Hampden St to CDS - Profile edges and overlay (1234m2)	31,841
Penryn Street	Roads	Renewal	Kew St to Scott St - Profile edges and overlay (1828m2)	47,168
Penryn Court	Roads	Renewal	Penryn St to CDS - Profile edges and overlay (514m2)	13,263
Exeldia Place	Roads	Renewal	Belgravia St to Cul de Sac - Profile edges and overlay (540m2)	13,934
Keady Street	Roads	Renewal	Belgravia St to Harman St - Profile edges and overlay (1056m2)	27,247
Oswell Street	Roads	Renewal	Belgravia St to Daly St - Profile edges and overlay (1656m2)	42,729
Gilroy Street	Roads	Renewal	Oswell St to Wright St CDS - Profile edges and overlay (1302m2)	33,594
Ashworth	Roads	Renewal	Epsom Ave to Keymer St - Profile edges and overlay (2576m2)	66,468
Belgravia Street	Roads	Renewal	Sydenham St to Alexander Rd - Profile and overlay 50mm (2028m2)	78,394
Belgravia Street	Roads	Renewal	Wright St to Alexander Rd, 4 x speed plateaux	19,328
Acton Avenue	Roads	Renewal	Keane St to President St - Profile and overlay 50mm (2664m2)	102,979
Acton Avenue	Roads	Renewal	Car Park at Yomba, upgrade	19,932
Wright Street	Roads	Renewal	Hardey Rd to Belgravia St, design & tree removal	42,019
Daly Street	Roads	Renewal	Replace concrete road with asphalt (105m2)	30,490
Bus Shelter Renewal Program	Roads	Renewal	Annual Replacement of Bus Shelters	32,478
			Infrastructure Capital Works	13,239,196
IT Equipment	Furniture and Equipment	Renewal/New	Various software/hardware replacement/upgrades	810,000
Fleet and Plant	Plant and Equipment	Renewal	Per fleet replacement schedule	1,017,389
Plant	Plant and Equipment	Renewal	Per plant replacement schedule	323,351
Equipment	Furniture and Equipment	New	Museum Fitting for Exhibition	25,000
Equipment	Furniture and Equipment	Renewal/New	CCTV Equipment - various locations	330,500
Contribution	Furniture and Equipment	New	Town Planning asset acquisition	50,000
Land	Land	New	Land Related Expenditure	100,000
			Other Plant and Equipment	2,656,240
			Total Proposed Capital	15,895,436

FEES & CHARGES - 2022-2023				
DESCRIPTION	SUBJECT TO GST (Y/N)	2022/2023 FEE INCLUSIVE OF GST (IF APPLICABLE)	Waive 2022-2023	DESCRIPTION OF HOW FEE IS CALCULATED
CORPORATE & GOVERNANCE				
Finance				
Rates Instalment Fee				
Rates Instalment Fee	N	\$20.00 per application	N	Statutory Cost Recovery
Rates Instalment Interest	N	Maximum as per LGA 1995	N	Statutory Cost Recovery
Rates Enquiry Fee				
Rates Statement/Settlement Enquiry Fee (per property per year)	N	\$15.00	N	Statutory Cost Recovery
Rates General Fees				
Rates Penalty Interest	N	Maximum as per LGA 1995	N	Statutory Cost Recovery
Legal costs	Y	Cost of recoverable legal expenses	N	Statutory Cost Recovery
Claim Administration fee	Y	\$33.00 per Claim	N	Benchmarked
Alternative arrangements	N	\$20.00 per assessment	N	Benchmarked
Rate Book Extract (hard copy only)	N	\$250.00 per copy	N	Statutory Cost Recovery
Other				
Emergency Services Levy Administration Fee	N	Determined by FESA	N	Statutory Cost Recovery
BRB Administration Fee	N	Determined by legislation	N	Statutory Cost Recovery
BCITF Administration Fee	N	Determined by legislation	N	Statutory Cost Recovery
Credit Card Surcharge for all payments made by credit card	Y	Credit Card merchant fee as applicable for transactions above \$100,000	N	Benchmarked Cost Recovery
Deferred Rates Interest	N	Determined by legislation	N	Statutory Cost Recovery
Research and Documentation Preparation				
Director	Y	\$145.00per hour	N	Cost Recovery
Manager	Y	\$120.00 per hour	N	Cost Recovery
Officer	Y	\$55.00 per hour	N	Cost Recovery
Governance				
Freedom of Information				
Application Fee (non personal information)	N	\$30.00	N	Statutory Cost Recovery
Per Hour Labour	N	\$30.00	N	Statutory Cost Recovery
Per A4 Copy	N	\$0.20	N	Statutory Cost Recovery
Sale of Council Minutes				
Council Meeting Agenda / Minutes – per copy	N	\$35.00	N	Statutory Cost Recovery
Plus Postage	Y	\$4.00	N	Cost Recovery
General Photocopying – Organisation (Plans, Maps or Documents)				
Black / White A4 - per copy	Y	\$0.30	N	Cost Recovery
Black / White A3 - per copy	Y	\$0.40	N	Cost Recovery
Black / White A2, A1 & A0 - per copy	Y	\$10.00	N	Cost Recovery
Colour A4 - per copy	Y	\$2.50	N	Cost Recovery
Colour A3 - per copy	Y	\$4.00	N	Cost Recovery
MARKETING				
Stallholder Applications				
General Stalls				
Community Groups (No Marquee)	N	\$25.00	N	Benchmark
Community Groups (With Marquee)	N	\$100.00	N	Benchmark
Market Stall (No Marquee)	N	\$50.00	N	Benchmark
Market Stall (With Marquee)	N	\$100.00	N	Benchmark
Food Stalls				
Community	N	\$40.00	N	Benchmark
Commercial – selling snack type products (e.g. – coffee, doughnuts etc.)	N	\$100.00	N	Benchmark
Food & Beverage				
Savoury Dish/M meal	N	up to \$15.00	N	Cost Recovery
Beverages	N	up to \$5.00	N	Cost Recovery
Dessert/Snacks	N	up to \$10.00	N	Cost Recovery
DEVELOPMENT AND COMMUNITIES				
PLANNING SERVICES				
Determination of development application (other than for an extractive industry) where the development has not commenced or been carried out				
Development Applications				
Development Assessment Panel Applications	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- not more than \$50,000	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- more than \$50,000 but not more than \$500,000	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- more than \$500,000 but not more than \$2.5 million	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- more than \$2.5 million but not more than \$5 million	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- more than \$5 million but not more than \$21.5 million	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- more than \$21.5 million	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
Determining a development application for an extractive industry where the development has not been commenced or been carried out	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
Determining a development application for an extractive industry where the development has commenced or been carried out	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
Preliminary Comment on proposals prior to formal lodgement	Y	\$55.00	N	Statutory
Determining an application to amend or cancel development approval under Regulation 77 (1) (c) of the Planning and Development (Local Planning Schemes) Regulations 2015	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
Determining an application for advice made under the Planning and Development (Local Planning Schemes) Regulations 2015 Sch. 2 cl.61A (as that clause applies as part of the local planning scheme)	N	Fee as per the maximum fee prescribed under the Planning and Development Regulations 2009.	N	Statutory
Substantial Amendment to a Development Approval (Applications to	N	As per the maximum fee prescribed	N	Statutory
Planning Clearance for Subdivision or Prior to Lodgement of Building Licence				
- not more than 5 lots	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- more than 5 lots but not more than 195 lots	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- more than 195 lots	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
Form 24 Certificate of Approval for a Strata Plan, Plan of re-subdivision or consolidation of lots	N	As per the fees specified by the Western Australian Planning Commission	N	Statutory
Requests for reserve closures or PAW closures	N	As per fees for Amendment or Structure Plan preparation	N	Statutory
Rechecking of clearance of conditions – inspection fee (applies where clearance has been previously checked and condition has not complied with and new inspection is required). Fee applies per outstanding condition.	N	\$50.00	N	Statutory
Sign Applications				
- Signage applications	N	\$100.00	N	Statutory
Other				
Application for approval of home occupation / home business	N	No fee	N	
Section 40 (Liquor Licensing) Requests	N	\$50.00	N	Statutory
Application for change of use or for change or continuation of a non-conforming use where development is not occurring	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- Providing a zoning certificate (Covers zoning and any proposed change to zoning (Town Planning Scheme and Metropolitan Region Scheme)	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- Replying to a property settlement questionnaire (covers planning related information on zoning and R Code density, rezoning considerations, land use, setback requirements for vacant lot)	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- Providing written planning advice (covers Land use/History (property development and planning letter for motor vehicle repair business licence)	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
Town Planning Scheme Amendments, Structure Plans and Detailed Area Plans				
- Director	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- Manager/Senior Planning Officer	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- Planning Officer	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- Other Staff	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- Secretary/Administration Clerk	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
Professional Advice (Expert Witness Statement, Audits, Reports etc.)				
Director	Y	\$270.00 per hour	N	Benchmarked

Manager	Y	\$196.00 per hour	N	Benchmarked
Senior Planning Officer	Y	\$163.00 per hour	N	Benchmarked
Planning Officer	Y	\$129.00 per hour	N	Benchmarked
Administration Officer	Y	\$81.00 per hour	N	Benchmarked
BUILDING SURVEYING				
Building Permit Applications				
Building Permit – Residential Class 1 & 10 Uncertified	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Amended Building Permit – Residential Class 1 & 10 Uncertified	N	no fee	N	Statutory
Building Permit – Residential Class 1 & 10 Certified	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Building Permit – Commercial Class 2 to 9 – Certified	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Amended Building Permit – Residential Class 1 & 10 Certified	N	no fee	N	Statutory
Amended Building Permit – Commercial Class 2 to 9 – Certified	N	no fee	N	Statutory
Application to extend time during which building permit has effect	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Request for Certificate of Design Compliance - Deemed to Satisfy				
Class 1&10	Y	0.19% of value of work - min \$220	N	Cost Recovery
Class 2 - 9 Value of work \$150,000 or less	Y	\$330.00	N	Cost Recovery
Class 2 - 9 Value of work more than \$150,000	Y	\$330 + 0.09% for every \$1 >\$150,000	N	Cost Recovery
Request for Certificate of Design Compliance - Alternative Solution				
Class 2-9 Value of work \$150,000 or less	Y	\$440.00	N	Cost Recovery
Class 2-9 Value of work more than \$150,000	Y	\$440 + 0.09% of every \$1 >\$150,000	N	Cost Recovery
Request for Certificate of Building Compliance (Certificate & Assessment Only)				
Unauthorised Class 1 & 10	Y	0.38% of value of work - min \$440	N	Cost Recovery
Unauthorised Class 2 - 9	Y	\$614 min plus hourly charge over 3 hours	N	Cost Recovery
Authorised Class 2 - 9	Y	\$428 min plus hourly charge over 2 hours	N	Cost Recovery
Occupancy Permit				
Completed Building Class 2 - 9	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Temporary Occupancy for incomplete building Class 2 - 9	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Additional use – temporary Class 2 - 9	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Replacement permit for permanent change of use Class 2 - 9	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Unauthorised work – Permit only	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Replacement permit for an existing building	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Extension of time permit is valid	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Certificate of Construction Compliance				
Request for Certificate of Construction Compliance	Y	\$440	N	Cost Recovery
Building Approval Certificate Applications				
Unauthorised building work	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
No unauthorised building work	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Extension of time permit is valid	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Demolition Permit Application				
Demolition Permit Fee – Class 1 & 10	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Demolition Permit Fee – Class 2 - 9	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Demolition Licence extension of time	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Building Construction Industry Training				
Building Construction Industry Training Levy - on applications >\$20,000	N	As per the Building and Construction Industry Training Levy Act 1990.	N	Statutory
Building Services Levy - Applies to all Applications				
Building Permit & Demolition Permit < \$45,000	N	As per Part 3 Division 3 Regulation 12 of the Building Services (Complaint Resolution and Administration) Regulations 2011	N	Statutory
Building Permit & Demolition Permit > \$45,000	N	As per Part 3 Division 3 Regulation 12 of the Building Services (Complaint Resolution and Administration) Regulations 2011	N	Statutory
Occupancy Permit & Building Approval Certificate	N	As per Part 3 Division 3 Regulation 12 of the Building Services (Complaint Resolution and Administration) Regulations 2011	N	Statutory
Unauthorised Building Work < \$45,000	N	As per Part 3 Division 3 Regulation 12 of the Building Services (Complaint Resolution and Administration) Regulations 2011	N	Statutory
Unauthorised Building Work > \$45,000	N	As per Part 3 Division 3 Regulation 12 of the Building Services (Complaint Resolution and Administration) Regulations 2011	N	Statutory
Built Strata Inspection and Certificate of Building Compliance				
Residential Class 1 Dwellings (1 - 10 units)	Y	\$184 plus \$60 per unit	N	Cost Recovery
Residential – third & subsequent inspections	Y	\$184 per inspection	N	Cost Recovery
Commercial Class 2 - 9 (1 - 10 units)	Y	\$184 plus \$60 per unit	N	Cost Recovery
Commercial – third & subsequent inspections	Y	\$184 per inspection	N	Cost Recovery
Park Home or Annex				
Park Home or Annex Application	N	0.38% value of work - min \$105	N	Statutory
Materials on Verge				
Materials on Verge Application fee	N	\$110.00	N	Cost Recovery
Verge Rental Fee	N	\$1 per sqm per month	N	Statutory
Building and Planning Record Retrieval				
Residential Buildings (class 1 and 10, up to 3 dwelling units, includes up to 5 photocopies)	N	\$84.00	N	Cost Recovery
Commercial Buildings (class 1 with more than 3 dwelling units and class 2 - 9, includes up to 5 photocopies)	N	\$84.00	N	Cost Recovery
Electronic Building Plan Available (per permit)	N	\$27.00	N	Cost Recovery
Photocopies – A4 & A3 (black and white)	N	\$1.00	N	Cost Recovery
Photocopies – A4 & A3 (colour)	N	\$5.00	N	Cost Recovery
Photocopies – A0, A1 & A2 (black and white)	N	\$10.00	N	Cost Recovery
Building Records to an interested person	N	\$84.00	N	Cost Recovery
Miscellaneous Building Services				
Swimming Pool/Spa and Security Fencing Mandatory yearly charge, 4 yearly inspection	N	\$14.60	N	Statutory
Swimming Pool/Spa and Security Fencing Non-mandatory	N	\$65.00	N	Cost Recovery
Battery only smoke alarm application	N	\$179.40	N	Statutory
Alternative Solution (to comply with the Building Code)	Y	\$410.00	N	Cost Recovery
Building Code of Australia Consultation Service per hour	Y	\$133.00	N	Cost Recovery
Disability access and inspection report service	Y	\$365.00	N	Cost Recovery
Identification of unauthorised buildings & report	Y	\$365.00	N	Cost Recovery
R Code Assessment Service – Class 10	Y	\$67.00	N	Cost Recovery
R Code Assessment Service - Class 1	Y	\$133.00	N	Cost Recovery
Property Settlement Enquiry				
Orders & Requisitions – Building, Health, Engineering	N	\$50.00	N	Cost Recovery
Photocopy of Home Indemnity Insurance	N	\$82.00	N	Cost Recovery
Electronic copy of Home Indemnity Insurance Certificate	N	\$26.00	N	Cost Recovery
Swimming Pool Inspection requested as part of an enquiry	N	\$65.00	N	Cost Recovery
Development Application Fees (Residential Design Codes of WA Variations)				
Development Application Fee for Residential Outbuildings/Structures Class 10 (R-Code Variations for development not more than \$50,000)	N	As per the maximum fee prescribed under the Planning & Development (Local Government Planning Fees) Regulations 2000	N	Statutory
Development Application Fee for Residential Dwellings Class 1 (R-Code Variations for development more than \$50,000 but not more than \$500,000)	N	As per the maximum fee prescribed under the Planning & Development (Local Government Planning Fees) Regulations 2000	N	Statutory
Miscellaneous Fees				
Miscellaneous Sales	Y	Cost Recovery	N	Cost Recovery
Fines – General	N	As per Legislation	N	Statutory
Professional Advice (Audits, Reports etc.)				
Director	Y	\$270.00 per hour	N	Benchmarked
Manager	Y	\$196.00 per hour	N	Benchmarked
Level 1 Building Surveyor	Y	\$163.00 per hour	N	Benchmarked
Building Surveyor	Y	\$129.00 per hour	N	Benchmarked
Administration Officer	Y	\$81.00 per hour	N	Benchmarked
HEALTH				
Food				
Food business audit fee (risk based)	N	Low risk \$130, medium risk \$260, high risk \$390	Y	Statutory Cost Recovery
Food business notification (one-off fee)	N	\$50	Y	Statutory Cost Recovery
Food business registration (one-off fee)	N	\$140	Y	Statutory Cost Recovery
Food Premises Settlement Enquiry	N	\$72.60	Y	Benchmarked
Food Premises fit out or alternations or compliance with upgrade schedule inspection	N	\$72.60	Y	Benchmarked
Liquor Licence Application and Inspection Request (Section 39 Certification)	N	\$72.60	Y	Benchmarked
Health Compliance Letter for Building Lodgement	N	\$165.00	Y	Benchmarked
Noise				
Noise Control – Non complying Event Application	N	up to \$1,000	Y	Statutory Cost Recovery
Late fee where Non Complying Event application received 60><21	N	+25% of fee charged	Y	Statutory Cost Recovery
Noise Monitoring Fee	N	As per Local Government Act 1995	N	Cost Recovery
Application Fee applicable to notifiable event at approved venue	N	up to \$15,000	Y	Statutory Cost Recovery
Application Fee for submission of Noise Management Plan for	N	up to \$500	Y	Statutory Cost Recovery

Application fee for "Out of hours" Noise Management Plan assessment	N	\$250.00	Y	Cost Recovery
Pools/Public Buildings				
Annual fee to sample/audit public swimming pools – water quality per premises	N	\$205.70	Y	Benchmarked
Public Building Applications (to vary, alter, construct, extend, including temporary public buildings for more than 200 persons)	N	Up to \$871.00	Y	Statutory Cost Recovery
Stall Holders & Traders				
- Permit	N	\$40.00	Y	Statutory
- Permit Renewals	N	\$40.00	Y	Statutory
Stall Holders & Traders - Additional Fees				
- Per day	N	\$40.00	Y	Statutory
- Per week	N	\$50.00	Y	Statutory
- Per month	N	\$100.00	Y	Statutory Cost Recovery
- Per annum	N	\$1,000.00	Y	Statutory Cost Recovery
Traders				
- Permit – includes maximum 20 sqm of area	N	\$150.00	Y	Statutory Cost Recovery
- Fee per sqm exceeding 20 sqm of area	N	\$10.00	Y	Statutory Cost Recovery
- Permit Renewal Fee (as per Traders Permit fee plus \$10.00 per sqm exceeding 20 sqm of area)				
- Permit Transfer Fee	N	\$20.00	Y	Statutory Cost Recovery
Outdoor Dining Facility				
- Outdoor Eating Facility – includes maximum 20 sqm of area	N	no fee	N	Statutory Cost Recovery
- Outdoor Eating Facility – exceeding 20 sqm of area	N	no fee	N	Statutory Cost Recovery
- Outdoor Eating Facility Renewal Fee	N	no fee	N	Statutory Cost Recovery
- Outdoor Eating Facility Permit Transfer Fee	N	no fee	N	Statutory Cost Recovery
Street Entertainers				
- Street Entertainers Permit	N	no fee	N	Statutory Cost Recovery
- Street Entertainers Fee per day	N	no fee	N	Statutory Cost Recovery
Stable Premises				
Stables Premises – Registration or Renewal of Registration	N	\$14.00 per stall	Y	Statutory Cost Recovery
Variation or Change to Name on Stables Registration	N	\$30.00	Y	Statutory Cost Recovery
Other Fees & Charges				
Lodging House Registration or Renewal	N	\$210.00	Y	Statutory Cost Recovery
Annual Licence of a Morgue	N	\$130.00	Y	Statutory Cost Recovery
Approval to keep bees, pigeons, poultry, other caged birds (exceeding 20), cows or other large animals (excluding horses)	N	\$72.60	Y	Benchmarked
Fines (Various)	N	As per Legislation	N	Statutory
Legal Costs Recovery	N	Actual costs incurred	N	Cost Recovery
Property Settlement Enquiries	N	\$10.00	N	Statutory Cost Recovery
Mosquito treatment undertaken by Council on non Council owned land	Y	50% share of labour and materials	N	Cost Recovery
Professional Advice (Audits, Reports etc.)				
Director	Y	\$270.00 per hour	N	Benchmarked
Manager Safer Communities	Y	\$196.00 per hour	N	Benchmarked
Coordinator Community Safety	Y	\$163.00 per hour	N	Benchmarked
Coordinator Environmental Health Services	Y	\$163.00 per hour	N	Benchmarked
Environmental Health Officer	Y	\$129.00 per hour	N	Benchmarked
Administration Officer	Y	\$81.00 per hour	N	Benchmarked
Caravan Park Granting or Annual Renewal of Licence				
- Long Stay	N	Statutory as set under Caravan Parks & Camping Grounds Act 1995	Y	Statutory
- Short Stay	N	Statutory as set under Caravan Parks & Camping Grounds Act 1995	Y	Statutory
- Camp Site	N	Statutory as set under Caravan Parks & Camping Grounds Act 1995	Y	Statutory
- Overflow Site	N	Statutory as set under Caravan Parks & Camping Grounds Act 1995	Y	Statutory
- Transfer of Licence Fee	N	Statutory as set under Caravan Parks & Camping Grounds Act 1995	Y	Statutory
Health (Offensive Trade Fees) Regulations 1976				
- Laundries & Dry Cleaning Establishments	N	Statutory as set under Health (Miscellaneous Provisions) Act 1911	Y	Statutory
- Poultry Farming	N	Statutory as set under Health (Miscellaneous Provisions) Act 1911	Y	Statutory
- Fish processing establishments (whole fish cleaned/prepared)	N	Statutory as set under Health (Miscellaneous Provisions) Act 1911	Y	Statutory
Health (Treatment of Sewage & Disposal of Effluent & Liquid Waste) Regulations 1974				
- Application for approval of an apparatus by Local Government (includes Local Government Report where required)	N	Statutory as set under Health (Miscellaneous Provisions) Act 1911	Y	Statutory
- Issuing of a "Permit to Use an Apparatus"	N	Statutory as set under Health (Miscellaneous Provisions) Act 1911	Y	Statutory
- Additional application fee for approval of an apparatus by EDPH	N	Statutory as set under Health (Miscellaneous Provisions) Act 1911	Y	Statutory
RANGERS SERVICES				
Private Property Parking Registration Scheme - Application fee	N	\$100.00	N	Benchmarked
Private Property Parking Registration Scheme - Annual Renewal	N	\$75.00	N	Benchmarked
Private Property Parking Registration Scheme - Applicant request to have infringement withdrawn	N	\$75.00	N	Benchmarked
Fines (General)		various	N	
Dog Registration Licences (as per Dog Act 1976): 50% Discount for Eligible Pensions				
Sterilised Dogs - 1 Year	N	As per Dog Act 1976	Y	Statutory
Sterilised Dogs - 3 Years	N	As per Dog Act 1976	Y	Statutory
Sterilised Dogs - Life	N	As per Dog Act 1976	Y	Statutory
Unsterilised Dogs - 1 Year	N	As per Dog Act 1976	Y	Statutory
Unsterilised Dogs - 3 Years	N	As per Dog Act 1976	Y	Statutory
Unsterilised Dogs - Life	N	As per Dog Act 1976	Y	Statutory
Keeping of 3 Dogs - Site Inspection Fee	N	\$50.00	Y	Cost Recovery
Poundage Fee - (includes sustenance costs for first 3 Days)	Y	Contractor costs	N	Cost Recovery
Daily Poundage Costs 4 Days onwards	Y	Contractor costs	N	Cost Recovery
Sterilisation of dogs accepted for rehoming	Y	Contractor costs	N	Cost Recovery
Euthanasia	Y	Contractor costs	N	Cost Recovery
Veterinary micro chipping costs	Y	Contractor costs	N	Cost Recovery
Surrender and Impound costs	Y	Contractors costs	N	Cost Recovery
Cat Registration Licences (as per Cat Act 2011): 50% Discount for Eligible Pensions				
Sterilised Cat - 1 year	N	As per Cat Act 2011	Y	Statutory
Sterilised Cat - 3 years	N	As per Cat Act 2011	Y	Statutory
Sterilised Cat - life	N	As per Cat Act 2011	Y	Statutory
Cat Poundage Fee - (includes sustenance costs for first 3 Days)	N	Contractor costs	N	Cost Recovery
Daily Cat Poundage Costs 4 Days onwards	Y	Contractor costs	N	Cost Recovery
Sterilisation of accepted cats for rehoming	Y	Contractor costs	N	Cost Recovery
Veterinary micro chipping costs	Y	Contractor costs	N	Cost Recovery
Euthanasia	Y	Contractor costs	N	Cost Recovery
Surrender and Impound costs	Y	Contractor costs	N	Cost Recovery
Fire Prevention				
Bush Fires Act 1954: Clearing of Non Compliant Land in default of infringement	N	Contractor costs	N	Statutory Cost Recovery
Bush Fire Act 1954: Costs associated with Senior Ranger supervising clearing of non compliant land in default of infringement	N	\$55.00 per hour	N	Statutory Cost Recovery
Bush Fires Act 1954: Costs associated with Ranger supervising	N	\$51.00 per hour	N	Statutory Cost Recovery
Senior Ranger Bushfire Enforcement - Expert Testimony Attendance	Y	\$61	N	Statutory Cost Recovery
Ranger Bushfire Enforcement - Expert Testimony Attendance	Y	\$57	N	Statutory Cost Recovery
Motor Vehicle Impounding				
- Poundage	Y	Cost Recovery	N	Cost Recovery
- Plus per day charge	Y	Cost Recovery	N	Cost Recovery
Car/Van Towing (including request for removal of vehicle from private property)	Y	Cost Recovery	N	Cost Recovery
Truck/Trailer Towing	Y	Cost Recovery	N	Cost Recovery
Department of Transport vehicle registration/ownership enquiry fee	N	Cost Recovery - Department Fee \$18.50	N	Cost Recovery
COMMUNITY SAFETY & CRIME PREVENTION				
Costs associated with supply and installation of CCTV equipment on private property	Y	Contractor costs	N	Cost Recovery
Costs associated with redacting/supply of CCTV footage	Y	Contractor costs	N	Cost Recovery
Costs associated with graffiti removal on Main Roads property	Y	Contractor costs	N	Cost Recovery
LIBRARY				
Damaged/Lost Membership Card	N	\$3.00	N	Cost Recovery
Book repairs	N	\$5.00 minimum	N	Cost Recovery
Books Lost/Unrepairable	N	\$2.00 minimum	N	Cost Recovery
Library Photocopying / Printing				
Black / White A4 -per copy (inc. computer printing)	Y	\$0.20	N	Cost Recovery
Black / White A3 - per copy	Y	\$0.40	N	Cost Recovery
Colour A4 - per copy	Y	\$1.00	N	Cost Recovery
Colour A3 - per copy	Y	\$2.00	N	Cost Recovery
Laminating				
- A5 - per sheet	Y	\$1.00	N	Cost Recovery
- A4 - per sheet	Y	\$1.50	N	Cost Recovery
- A3 - per sheet	Y	\$3.00	N	Cost Recovery
- Business cards	Y	\$1.00	N	Cost Recovery
Belmont Hub - Ruth Faulkner Library Meeting Rooms				
Multimedia Recording Studio (9.15am to 6.45pm)				
Hourly rate	Y	\$25.00	N	Benchmarked
Full day	Y	\$150.00	N	Benchmarked
Ground Floor Rooms				
Meeting Rooms 3 & 4 (9.15am to 6.45pm)				
Students/Concession card holders (first hour free)	Y	\$5.00	N	Benchmarked Cost Recovery
Casual use hourly rate	Y	\$15.50	N	Benchmarked Cost Recovery
Meeting Room 1/2 combined (9.15am to 6.45pm)				
Casual use hourly rate	Y	\$35.00	N	Benchmarked Cost Recovery
Meeting Room 2 (9.15am to 6.45pm)				
Casual use hourly rate	Y	\$15.50	N	Benchmarked Cost Recovery
Meeting Room 1 (9.15am to 6.45pm)				
Casual use hourly rate	Y	\$23.50	N	Benchmarked Cost Recovery
First Floor Rooms				
Meeting Room 5 (9.15am to 6.45pm)				
Casual use hourly rate	Y	\$15.50	N	Benchmarked Cost Recovery
Other				
Library Bags	Y	\$2.00 minimum	N	Cost Recovery
Library discard sales per item - Benchmarkd	Y	\$0.50 minimum	N	Benchmarked
Fee incurred library and museum activities and events	Y	\$2.00 minimum	N	Cost Recovery
USB stick	Y	\$6.00 minimum	N	Cost Recovery
Stationery Items	Y	\$0.20 minimum	N	Cost Recovery
Library, Culture and Place merchandise/gifts	Y	\$2.00 minimum	N	Cost Recovery
Locally made arts and craftware products sourced from local and regional artists	Y	\$2.00 minimum	N	Cost Recovery

City of Belmont publications	Y	\$5.00 minimum	N	Cost Recovery
Music CD	Y	\$3.00 minimum	N	Cost Recovery
Earphones - Cost recovery	Y	\$2.00 minimum	N	Cost Recovery
Reproduction of historical image intended for commercial use (digital only - jpeg)	Y	\$25.00 minimum	N	Cost Recovery
ARTS AND PLACE				
Art and Photographic Awards and Exhibition - Commission	Y	25% commission on each sale item	N	Cost recovery
Term Programs / Activities	Y	\$5.00 to \$150.00 per program	N	Cost recovery
COMMUNITY DEVELOPMENT				
Community Development Activities	N	\$5 to \$10	N	Cost Recovery
Community Bus Hire				
Community Use fee	Y	Daily Hire Fee - \$50.00, \$2 per litre (fuel fee), \$200 (cleaning fee)	N	Cost Recovery
INFRASTRUCTURE SERVICES				
CITY FACILITIES & PROPERTY				
Miscellaneous Rent income, Leases and Property Management fees	Y	As per agreements	N	Cost Recovery
Council Facility Hire by Room Type (Per Hour)				
Community Groups				
Main Hall	Y	\$23.00	N	Benchmarked Cost Recovery
Clubroom/Multi	Y	\$17.00	N	Benchmarked Cost Recovery
Meeting	Y	\$11.50	N	Benchmarked Cost Recovery
Non-profit Groups				
Main Hall	Y	\$36.00	N	Benchmarked Cost Recovery
Clubroom/Multi	Y	\$23.50	N	Benchmarked Cost Recovery
Meeting	Y	\$15.50	N	Benchmarked Cost Recovery
Small Business & Casual Rates until 6.00pm				
Main Hall	Y	\$45.00	N	Benchmarked Cost Recovery
Clubroom/Multi	Y	\$27.50	N	Benchmarked Cost Recovery
Meeting	Y	\$18.50	N	Benchmarked Cost Recovery
Function Rates - weddings, parties, cabarets etc. after 6:00pm on Fri/Sat Nights				
Main Hall	Y	\$92.00	N	Benchmarked Cost Recovery
Clubroom/Multi	Y	\$55.00	N	Benchmarked Cost Recovery
Meeting	Y	\$38.00	N	Benchmarked Cost Recovery
Glasshouse Function Rate	Y	\$92.00	N	Benchmarked Cost Recovery
Miscellaneous booking fees				
Booking amendment administration fee	Y	\$25.00	N	Benchmarked Cost Recovery
Booking amendment administration fee less than 10 working days notice	Y	\$50.00	N	Benchmarked Cost Recovery
Security Call-out Charge - uncollected keys	Y	\$60.00	N	Benchmarked Cost Recovery
Swipe card and key security for inspection	Y	\$100	N	Benchmarked Cost Recovery
Provision of additional swipe cards per card	Y	\$25.00	N	Cost Recovery
Provision of additional keys per key	Y	\$25.00	N	Cost Recovery
Provision of Cleaning Fee (time dependant)	Y	\$80-\$124	N	Cost Recovery
Bond Charge				
Category 1	N	\$250.00	N	Benchmarked Cost Recovery
Category 2	N	\$400.00	N	Benchmarked Cost Recovery
Category 3	N	\$750.00	N	Benchmarked Cost Recovery
Category 4 (high risk events)	N	\$1,500.00	N	Benchmarked Cost Recovery
Category 5 (18th and 21st Birthdays)	N	\$2,500.00	N	Benchmarked Cost Recovery
Seasonal User	N	\$750.00	N	Benchmarked Cost Recovery
Belmont Community Resource Centre				
Kiln Charges - general firing (per time)	Y	\$28.50	N	Benchmarked Cost Recovery
- glaze firing (per time)	Y	\$34.00	N	Benchmarked Cost Recovery
** Note: Belmont Potters Group has a license arrangement				
Reserves (Per Season)				
Seasonal – Junior (under the age of 18 who is a registered player in a junior league sporting club)	N/A	No charge	N	Benchmarked Cost Recovery
Belmont Residents - 100% equals two training sessions and one competition event	Y	\$50.50	N	Benchmarked Cost Recovery
Belmont Residents - 75% equals one training sessions and one competition event	Y	\$38.00	N	Benchmarked Cost Recovery
Belmont Residents - 50% equals two training sessions or less	Y	\$25.50	N	Benchmarked Cost Recovery
Non-Belmont Residents - 100% equals two training sessions and one competition event	Y	\$73.50	N	Benchmarked Cost Recovery
Non-Belmont Residents - 75% equals one training sessions and one competition event	Y	\$50.50	N	Benchmarked Cost Recovery
Non-Belmont Residents - 50% equals two training sessions or less	Y	\$37.00	N	Benchmarked Cost Recovery
Casual – Full Day (6 to 12 hours) per booking	Y	\$220.00	N	Benchmarked Cost Recovery
Casual - Full Day - Community/Not-for-Profit	Y	\$175.00	N	Benchmarked Cost Recovery
Facility Charge	Y	\$625.00	N	Benchmarked Cost Recovery
Casual – Hourly Rate	Y	\$30.00	N	Benchmarked Cost Recovery
Casual - Community/Not-for-Profit - Hourly Rate	Y	\$20.00	N	Benchmarked Cost Recovery
Casual - Seasonal Sporting Clubs - Hourly Rate	Y	\$22.00	N	Benchmarked Cost Recovery
Wilson Park casual court hire (per court, per hour)	Y	\$13.50	N	Benchmarked Cost Recovery
Additional Seasonal Use - per use/Monday to Friday	Y	\$36.00	N	Benchmarked Cost Recovery
Additional Seasonal Use - per use/Saturday to Sunday	Y	\$62.00	N	Benchmarked Cost Recovery
Dog Obedience Training – City of Belmont Resident				
One third of the senior per participant charge, per member, per season	Y	\$16.00	N	Benchmarked
Dog Obedience Training – Non Resident				
One third of the senior per participant charge, per member, per season	Y	\$23.00	N	Benchmarked
Miscellaneous Reserve Fees				
Lost, misplaced or stolen access swipe card	Y	\$51	N	Cost recovery
Lost, misplaced or stolen per Key		\$51	N	Cost recovery
Lost, misplaced or stolen Key Charge per set	Y	\$255.00	N	Benchmarked Cost Recovery
Locksmith attendance to re-key due to lost, misplaced or stolen	Y	Contractor costs	N	Cost recovery
Provision of additional swipe cards - per card	Y	\$25.00	N	Cost recovery
Provision of additional keys - per key	Y	\$25.00	N	Cost recovery
Security Callout Charge	Y	\$50.00	N	Benchmarked
Key and swipe card end of season recovery fee		\$100.00	N	Cost recovery
Personal Training Reserve Hire	Y	\$5.00	N	Benchmarked
Weddings / Medium Sized Events	Y	\$120.00	N	Benchmarked
Passive Reserve Hire - Events per day	Y	\$355.00	N	Benchmarked
Sports Field Lighting Charge Per Pole Per Hour				
Sports Lighting Regular User	Y	\$3.30	N	Cost recovery
Sports Lighting Casual User	Y	\$6.60	N	Cost recovery
PARKS, LEISURE & ENVIRONMENT				
Tree - Amenity Value compensation for loss of a community asset applied as per the Urban Forest Policy (NB3.2).	Y	\$536.08		Cost Recovery
Street tree removal and stump grinding	Y	\$474.28	N	Cost Recovery
Street tree replacement - 90Lt tree replacement	Y	\$656.00	N	Cost Recovery
Street tree replacement - 35Lt tree replacement	Y	\$536.08	N	Cost Recovery
Fines – General	N	As per Legislation	N	Statutory
Legal Costs Recovery	Y	Cost of recoverable legal expenses	N	Statutory Cost Recovery
Tree Works- Unauthorised Damage/Pruning of City trees or work to make a tree on private property safe	Y	\$160.81	N	Cost Recovery
Verge Vegetation Non Compliance	Y	Cost of Time	N	Cost Recovery
Park access request	N	\$250.00	N	Cost Recovery
Park Access - estimate of associate costs (Approved Access)	N	\$65.00 per hour	N	Cost Recovery
Bond associated with approved Park access	N	\$1,100.00	N	Cost Recovery
Supply & Installation of Turf	Y	\$15.71 minimum fee as per tendered rate	N	Cost Recovery
Vegetation Watering	Y	\$81.40 minimum fee as per tendered rate	N	Cost Recovery
Parks Infrastructure Damages	Y	Value of Item	N	Cost Recovery
Memorial plaques and new park bench	N	\$4,100 minimum	N	Cost Recovery
Memorial plaques (attached to existing bench)	N	\$150.00 minimum	N	Cost Recovery
BELMONT OASIS LEISURE CENTRE				
General Admission Aquatics				
Adult Casual Swim	Y	\$6.20	N	Benchmarked
Child Casual Swim (4 to 16 years)	Y	\$4.60	N	Benchmarked
Family Swim (2 Adults & 2 Children 4 years to 16 years OR 1 Adult + 3 Children)	Y	\$17.20	N	Benchmarked
Casual Swim - Concession	Y	\$4.60	N	Benchmarked
Spectator	Y	\$2.00	N	Benchmarked
Swim, Spa & Sauna Adult	Y	\$9.50	N	Benchmarked
Swim, Spa & Sauna Adult Concession	Y	\$7.00	N	Benchmarked
School student swim (Education Department access and City Staff)	Y	\$2.50	N	Benchmarked
Adult Swim 10 Visit Pass	Y	\$55.00	N	Benchmarked
Concession Swim 10 Visit Pass	Y	\$41.00	N	Benchmarked
Swim / Spa / Sauna 10 Visit Pass	Y	\$85.00	N	Benchmarked
Swim / Spa / Sauna 10 Visit Pass - Concession	Y	\$63.00	N	Benchmarked
Adult Swim 20 Visit Pass	Y	\$108.00	N	Benchmarked
Concession Swim 20 Visit Pass	Y	\$80.00	N	Benchmarked
Swim / Spa / Sauna 20 Visit Pass	Y	\$166.00	N	Benchmarked
Swim / Spa / Sauna 20 Visit Pass - Concession	Y	\$122.00	N	Benchmarked
Aquatic Programs				
Child Learn to Swim Membership Weekly - DD	Y	\$17.00	N	Benchmarked
3rd child Weekly - DD	Y	\$15.30	N	Benchmarked
4th child Weekly - DD	Y	\$13.60		Benchmarked
5th child Weekly - DD	Y	\$8.50		Benchmarked
Adult Learn to Swim Membership Weekly - DD	Y	\$17.00	N	Benchmarked
Private Learn to Swim lessons	Y	\$45.00	N	Benchmarked
Aqua-aerobics Class	Y	\$14.20	N	Benchmarked
Aqua-aerobics Class - Concession	Y	\$7.20	N	Benchmarked
Birthday Parties (per person)	Y	\$26.50	N	Benchmarked
Aquatic Lane Hire and Events				
Lane Hire 50M (per hour)	Y	\$11.50	N	Benchmarked
Lane Hire 25M (per hour)	Y	\$9.20	N	Benchmarked
Swim Carnival Indoor Full Day (up to 6 hours)	Y	\$320.00	N	Benchmarked
Swim Carnival Outdoor Full Day (up to 6 hours)	Y	\$162.00	N	Benchmarked
Health and Wellness Casual				
Group Fitness Class Adult	Y	\$18.60	N	Benchmarked
Group Fitness - Concession/disadvantaged	Y	\$14.00	N	Benchmarked
Gym - Adult Casual	Y	\$18.60	N	Benchmarked
Gym - Concession/disadvantaged Casual	Y	\$14.00	N	Benchmarked
Health and Wellness Programs				
Personal Training - 6 x 30 minute sessions	Y	\$285.00	N	Benchmarked
Personal Training - 12 x 30 minute sessions	Y	\$540.00	N	Benchmarked
Personal training rental - per month	Y	\$880.00	N	Benchmarked
Full Centre Memberships				
Membership Active Weekly - DD	Y	\$19.50	N	Benchmarked
Membership Active Weekly - Concession - DD	Y	\$15.50	N	Benchmarked
Membership Active Weekly - Pensioner - DD	Y	\$12.50	N	Benchmarked

Membership Results Weekly (12month) - DD	Y	\$18.50	N	Benchmarked
Membership Results Weekly (12month) - Concession - DD	Y	\$15.00	N	Benchmarked
Membership Results Weekly Student Legacy (12 month) - DD	Y		N	Benchmarked
*conditions apply	Y	\$13.20	N	Benchmarked
12 Month Upfront Standard	Y	\$960.00	N	Benchmarked
12 Month Upfront - Concession	Y	\$765.00	N	Benchmarked
6 Month Upfront	Y	\$725.00	N	Benchmarked
3 Month Upfront *conditions Apply	Y	\$445.00	N	Benchmarked
Joining Fee - Results Membership	Y	\$79.00	N	Benchmarked
Joining Fee - Active Membership	Y	\$99.00		Benchmarked
Suspension fee per week	Y	\$3.50	N	Benchmarked
Other Membership Fees				
Cancellation Fee (Results Membership Only)	Y	\$165.00	N	Benchmarked
Transfer fee	Y	\$69.00	N	Benchmarked
Aquatic Memberships				
Aquatic Membership Adult Weekly - DD	Y	\$15.90	N	Benchmarked
Aquatic Membership Concession Weekly - DD	Y	\$12.70	N	Benchmarked
Aquatic Membership Squad Weekly - DD * Conditions apply	Y	\$10.70	N	Benchmarked
Stadium Programs				
Rental Single Court (per hour)	Y	\$35.00	N	Benchmarked
Rental Single Court (per hour) After 6.00pm	Y	\$50.00	N	Benchmarked
Court Casual Entry (per person) until next court booking	Y	\$5.00	N	Benchmarked
Badminton Hire Per Court /Hour	Y	\$17.20	N	Benchmarked
Badminton Hire Per Court/Hour After 6.00pm	Y	\$20.50	N	Benchmarked
Netball Game Fee Per Team	Y	\$72.00	N	Benchmarked
Basketball Game Fee Per Team	Y	\$65.00	N	Benchmarked
Soccer Game Fee Per Team	Y	\$54.00	N	Benchmarked
Team Sport Nomination Fee	Y	\$58.00	N	Benchmarked
Specialist Junior Sport Coaching - Learn to Play Weekly DD Fee	Y	\$17.00	N	Benchmarked
Specialist Junior Sport Coaching - Registration Fee	Y	\$56.00	N	Benchmarked
Junior Sport Activity (Per person for 55 minute Session)	Y	\$6.20	N	Benchmarked
Special Stadium Event Booking discount	Y	Variable	N	Benchmarked
Creche and Childcare				
Crèche Casual Per Visit for 100 minute session	Y	\$6.30	N	Benchmarked
Crèche Multi-pass 10 Visit - Each session is 100 minute	Y	\$56.00	N	Benchmarked
Before School Care per session (from 7.00am to school drop-off)	Y	\$19.50	N	Benchmarked
After School Care per session (from school pick-up to 6.00pm)	Y	\$25.50	N	Benchmarked
Holiday Program Excursion per session (7.00am to 6.00pm)	Y	\$78.00	N	Benchmarked
Room Hire				
Group Fitness Room Hire per hour	Y	\$46.50	N	Benchmarked
Meeting Room Hire per hour	Y	\$33.50	N	Benchmarked
Miscellaneous Fees				
Locker Hire - 90min	Y	\$1.00	N	Benchmarked
Locker Hire - 3 hours	Y	\$2.00	N	Benchmarked
Equipment Hire - stating from	Y	\$1.00	N	Benchmarked
Bond - refundable	Y	\$100 - \$2000	N	Benchmarked
Cleaning Fee	Y	variable - 100% on costed	N	Cost Recovery
Membership Card Replacement	Y	\$5.00	N	Benchmarked
Promotional Fees				
Health Club - No Joining Fee	Y	\$0.00	N	Benchmarked
Health Club - \$30 for 30 days	Y	\$30.00	N	Benchmarked
Health Club - 10 Day free trial pass	Y	\$0.00	N	Benchmarked
2 for 1 entry / Bring a friend for free campaigns for casual entry	Y	variable	N	Benchmarked
Health Club/Aquatics - Rest of the year free with 12 month commitment	Y	variable	N	Benchmarked
Boot Camp promotion initiative	Y	variable	N	Benchmarked
Sports - Free team nomination	Y	no fee	N	Benchmarked
Free personal training sessions	Y	no fee	N	Benchmarked
Swim School - 5 free swimming lessons	Y	no fee	N	Benchmarked
Other discounted initiatives approved by City	Y	variable	N	Benchmarked

DESIGN, ASSETS & DEVELOPMENT

Supervision fee for Major Subdivision & Development	N	1.5% of contract price (road & drainage works) where Consulting Engineer is	N	Statutory
Application fee for private works on road reserves (e.g. sewerage, drainage, water, cabling etc.)	N	\$220 minimum per application	N	Cost Recovery
Off-site drainage connection fee to Council's system	N	\$330 per connection per lot	N	Cost Recovery
Application fee for closure of road - ROW & PAW	N	\$220 minimum per application plus advertisement cost	N	Statutory Cost Recovery
Application fee for temporary road closure for private works	N	\$220 minimum per application plus advertisement cost	N	Statutory Cost Recovery
Recovery - advertising costs incurred	N	Value of advertising	N	Cost Recovery
Defects liability bond for major subdivisions & developments	N	2.5% of contract price (road & drainage works) to be retained by Consultant	N	Statutory
Property Settlement Enquiries	N	\$10.00	N	Statutory Cost Recovery
Opening Road Pavements Bond for private works	N	\$1,100 minimum	N	Statutory
Miscellaneous Material Disposal	Y	Cost of item	N	Cost Recovery
Application Fee for Infrastructure Services (includes Crossovers) Clearance - Single Dwelling	N	\$110.00	N	Cost Recovery
Application Fee for Infrastructure Services (includes Crossovers) Clearance - Grouped or Multi Residential Dwelling	N	\$220.00	N	Cost Recovery
Application Fee for Infrastructure Services (includes Crossovers) Clearance - Commercial / Industrial	N	\$330.00	N	Cost Recovery
Application Fee to modify or upgrade an existing crossover	N	\$55.00	N	Cost Recovery
Administration Fee	Y	5% of total project cost	N	Cost Recovery
Administration and Supervision Fee	Y	10% of total project cost	N	Cost Recovery
Administration, Supervision and Project Management Fee	Y	15% of total project cost	N	Cost Recovery
WASTE				
Standard Full Service - Rateable properties	N	\$303.00	N	Statutory Cost Recovery
Additional Full Service - Rateable properties	N	\$303.00	N	Statutory Cost Recovery
Additional Rubbish only service (240L) Residential	N	\$212.00	N	Statutory Cost Recovery
Additional Rubbish only service (240L) Commercial/Industrial	N	\$212.00	N	Statutory Cost Recovery
Additional recycling only service	N	\$106.00	N	Statutory Cost Recovery
Additional FOGO only service	N	\$212.00	N	Statutory Cost Recovery
Upgrade Refuse Bin Capacity to 240L		\$108.00	N	Statutory Cost Recovery
Standard Full Service - Non-rateable properties	N	\$303.00	N	Statutory Cost Recovery
- Exempt commercial & industrial property levy	N	\$108.00	N	Statutory Cost Recovery
Multiple Unit Dwellings - Shared Service	N	\$212.00	N	Statutory Cost Recovery
Additional Full Service - Non-rateable properties	N	\$303.00	N	Statutory Cost Recovery
Bulk Bin Contamination/Overfilling emptying and disposal charge	Y	Minimum of \$165	N	Cost Recovery
Verge dumping clean up and disposal charge	Y	Minimum of \$165	N	Cost Recovery
Other clean up costs (e.g. in default of Notice)	Y	value of contractors costs	N	Cost Recovery
Fines (General)	N	As per Legislation	N	Statutory
TOTAL FEES & CHARGES				

CITY OF BELMONT Proposed Fees and Charges 2022-2023				
DESCRIPTION	Subject to GST	2022/2023 FEE INCLUSIVE OF GST (IF APPLICABLE)	Waived 2022-2023	DESCRIPTION OF HOW FEE IS CALCULATED
CORPORATE & GOVERNANCE				
Rates				
Rates Instalment Fee				
Rates Instalment Fee	N	\$20.00 per application	N	Statutory Cost Recovery
Rates Instalment Interest	N	Maximum as per LGA 1995	N	Statutory Cost Recovery
Rates Enquiry Fee				
Rates Statement/Settlement Enquiry Fee (per property per year)	N	\$15.00	N	Statutory Cost Recovery
Rates General Fees				
Rates Penalty Interest	N	Maximum as per LGA 1995	N	Statutory Cost Recovery
Legal costs	Y	Cost of recoverable legal expenses	N	Statutory Cost Recovery
Claim Administration fee	Y	\$33.00 per Claim	N	Benchmarked
Alternative arrangements	N	\$20.00 per assessment	N	Benchmarked
Rate Book Extract (hard copy only)	N	\$250.00 per copy	N	Statutory Cost Recovery
Other				
Emergency Services Levy Administration Fee	N	Determined by FESA	N	Statutory Cost Recovery
BRB Administration Fee	N	Determined by legislation	N	Statutory Cost Recovery
BCITF Administration Fee	N	Determined by legislation	N	Statutory Cost Recovery
Credit Card Surcharge for all payments made by credit card	Y	Credit Card merchant fee as applicable for transactions above \$100,000	N	Benchmarked Cost Recovery
Deferred Rates Interest	N	Determined by legislation	N	Statutory Cost Recovery
Research and Documentation Preparation				
Director	Y	\$145.00 per hour	N	Cost Recovery
Manager	Y	\$120.00 per hour	N	Cost Recovery
Officer	Y	\$55.00 per hour	N	Cost Recovery
Governance				
Freedom of Information				
Application Fee (non personal information)	N	\$30.00	N	Statutory Cost Recovery
Per Hour Labour	N	\$30.00	N	Statutory Cost Recovery
Per A4 Copy	N	\$0.20	N	Statutory Cost Recovery
Sale of Council Minutes				
Council Meeting Agenda / Minutes – per copy	N	\$35.00	N	Statutory Cost Recovery
Plus Postage	Y	\$4.00	N	Cost Recovery
General Photocopying – Organisation (Plans, Maps or Documents)				
Black / White A4 - per copy	Y	\$0.30	N	Cost Recovery
Black / White A3 - per copy	Y	\$0.40	N	Cost Recovery
Black / White A2, A1 & A0 - per copy	Y	\$10.00	N	Cost Recovery
Colour A4 - per copy	Y	\$2.50	N	Cost Recovery
Colour A3 - per copy	Y	\$4.00	N	Cost Recovery
DEVELOPMENT AND COMMUNITIES				
Planning Services				
Determination of development application (other than for an extractive industry) where the development has not commenced or been carried out				
Development Applications				
Development Assessment Panel Applications	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- not more than \$50,000	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- more than \$50,000 but not more than \$500,000	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- more than \$500,000 but not more than \$2.5 million	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- more than \$2.5 million but not more than \$5 million	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- more than \$5 million but not more than \$21.5 million	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- more than \$21.5 million	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
Determining a development application for an extractive industry where the development has not commenced or been carried out	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
Determining a development application for an extractive industry where the development has commenced or been carried out	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
Preliminary Comment on proposals prior to formal lodgement	Y	\$55.00	N	Statutory
Determining an application to amend or cancel development approval under Regulation 77 (1) (c) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
Determining an application for advice made under the Planning and Development (Local Planning Schemes) Regulations 2015 Sch. 2 cl.61A (as that clause applies as part of the local planning scheme)	N	Fee as per the maximum fee prescribed under the Planning and Development Regulations 2009.	N	Statutory
Substantial Amendment to a Development Approval (Applications to be lodged as new DAs)	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
Planning Clearance for Subdivision or Prior to Lodgement of Building Licence				
- not more than 5 lots	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- more than 5 lots but not more than 195 lots	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- more than 195 lots	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
Form 24 Certificate of Approval for a Strata Plan, Plan of re-subdivision or consolidation of lots	N	As per the fees specified by the Western Australian Planning Commission	N	Statutory
Requests for reserve closures or PAW closures	N	As per fees for Amendment or Structure Plan preparation	N	Statutory

Attachment 12.2.3 Proposed Fees and Charges 2022-2023

DESCRIPTION	Subject to GST	2022/2023 FEE INCLUSIVE OF GST (IF APPLICABLE)	Waived 2022-2023	DESCRIPTION OF HOW FEE IS CALCULATED
Rechecking of clearance of conditions – inspection fee (applies where clearance has been previously checked and condition has not complied with and new inspection is required). Fee applies per outstanding condition.	N	\$50.00	N	Statutory
Sign Applications				
- Signage applications	N	\$100.00	N	Statutory
Other				
Application for approval of home occupation / home business	N	No fee	N	
Section 40 (Liquor Licensing) Requests	N	\$50.00	N	Statutory
Application for change of use or for change or continuation of a non-conforming use where development is not occurring	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- Providing a zoning certificate (Covers zoning and any proposed change to zoning (Town Planning Scheme and Metropolitan Region Scheme))	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- Replying to a property settlement questionnaire (covers planning related information on zoning and R Code density, rezoning considerations, land use, setback requirements for vacant lot)	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- Providing written planning advice (covers land use/history, property development, and planning letter for motor vehicle repair business licence)	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
Town Planning Scheme Amendments, Structure Plans and Detailed Area Plans				
- Director	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- Manager/Senior Planning Officer	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- Planning Officer	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- Other Staff	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
- Secretary/Administration Clerk	N	As per the maximum fee prescribed under the Planning and Development Regulations 2009	N	Statutory
Professional Advice (Expert Witness Statement, Audits, Reports etc.)				
* Professional Advice as a resource of Council may only be provided on agreement of Council and/or the Chief Executive Office. Other fees may be incurred if other internal staff is required.				
Director	Y	\$270.00 per hour	N	Benchmarked
Manager	Y	\$196.00 per hour	N	Benchmarked
Senior Planning Officer	Y	\$163.00 per hour	N	Benchmarked
Planning Officer	Y	\$129.00 per hour	N	Benchmarked
Administration Officer	Y	\$81.00 per hour	N	Benchmarked
Building Surveying				
Building Permit Applications				
Building Permit – Residential Class 1 & 10 - Uncertified	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Amended Building Permit – Residential Class 1 & 10 - Uncertified	N	no fee	N	Statutory
Building Permit – Residential Class 1 & 10 - Certified	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Building Permit – Commercial Class 2 to 9 – Certified	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Amended Building Permit – Residential Class 1 & 10 - Certified	N	no fee	N	Statutory
Amended Building Permit – Commercial Class 2 to 9 - Certified	N	no fee	N	Statutory
Application to extend time during which building permit has effect	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Request for Certificate of Design Compliance - Deemed to Satisfy				
Class 1&10	Y	0.19% of value of work - min \$220	N	Cost Recovery
Class 2 - 9 Value of work \$150,000 or less	Y	\$330.00	N	Cost Recovery
Class 2 - 9 Value of work more than \$150,000	Y	\$330 + 0.09% for every \$1 >\$150,000	N	Cost Recovery
Request for Certificate of Design Compliance - Alternative Solution				
Class 2-9 Value of work \$150,000 or less	Y	\$440.00	N	Cost Recovery
Class 2-9 Value of work more than \$150,000	Y	\$440 + 0.09% of every \$1 >\$150,000	N	Cost Recovery
Request for Certificate of Building Compliance (Certificate & Assessment Only)				
Unauthorised Class 1 & 10	Y	0.38% of value of work - min \$440	N	Cost Recovery
Unauthorised Class 2 - 9	Y	\$614 min plus hourly charge over 3 hours	N	Cost Recovery
Authorised Class 2 - 9	Y	\$428 min plus hourly charge over 2 hours	N	Cost Recovery
Occupancy Permit				
Completed Building Class 2 - 9	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Temporary Occupancy for incomplete building Class 2 - 9	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Additional use – temporary Class 2 - 9	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Replacement permit for permanent change of use Class 2 - 9	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Unauthorised work – Permit only	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Replacement permit for an existing building	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Extension of time permit is valid	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Certificate of Construction Compliance				
Request for Certificate of Construction Compliance	Y	\$440	N	Cost Recovery
Building Approval Certificate Applications				
Unauthorised building work	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
No unauthorised building work	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Extension of time permit is valid	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Demolition Permit Application				
Demolition Permit Fee – Class 1 & 10	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Demolition Permit Fee – Class 2 - 9	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Demolition Licence extension of time	N	As per Schedule 2 of the Building Regulations 2012	N	Statutory
Building Construction Industry Training				
Building Construction Industry Training Levy - on applications >\$20,000	N	As per the Building and Construction Industry Training Levy Act 1990.	N	Statutory
Building Services Levy - Applies to all Applications				
Building Permit & Demolition Permit < \$45,000	N	As per Part 3 Division 3 Regulation 12 of the Building Services (Complaint Resolution and Administration) Regulations 2011	N	Statutory
Building Permit & Demolition Permit > \$45,000	N	As per Part 3 Division 3 Regulation 12 of the Building Services (Complaint Resolution and Administration) Regulations 2011	N	Statutory

Attachment 12.2.3 Proposed Fees and Charges 2022-2023

DESCRIPTION	Subject to GST	2022/2023 FEE INCLUSIVE OF GST (IF APPLICABLE)	Waived 2022-2023	DESCRIPTION OF HOW FEE IS CALCULATED
Occupancy Permit & Building Approval Certificate	N	As per Part 3 Division 3 Regulation 12 of the Building Services (Complaint Resolution and Administration) Regulations 2011	N	Statutory
Unauthorised Building Work < \$45,000	N	As per Part 3 Division 3 Regulation 12 of the Building Services (Complaint Resolution and Administration) Regulations 2011	N	Statutory
Unauthorised Building Work > \$45,000	N	As per Part 3 Division 3 Regulation 12 of the Building Services (Complaint Resolution and Administration) Regulations 2011	N	Statutory
Built Strata Inspection and Certificate of Building Compliance				
Residential Class 1 Dwellings (1 - 10 units)	Y	\$184 plus \$60 per unit	N	Cost Recovery
Residential – third & subsequent inspections	Y	\$184 per inspection	N	Cost Recovery
Commercial Class 2 - 9 (1 - 10 units)	Y	\$184 plus \$60 per unit	N	Cost Recovery
Commercial – third & subsequent inspections	Y	\$184 per inspection	N	Cost Recovery
Park Home or Annex				
Park Home or Annex Application	N	0.38% value of work - min \$105	N	Statutory
Materials on Verge				
Materials on Verge Application fee	N	\$110.00	N	Cost Recovery
Verge Rental Fee	N	\$1 per sqm per month	N	Statutory
Building and Planning Record Retrieval				
Residential Buildings (class 1 and 10, up to 3 dwelling units, includes up to 5 photocopies)	N	\$84.00	N	Cost Recovery
Commercial Buildings (class 1 with more than 3 dwelling units and class 2 - 9, includes up to 5 photocopies)	N	\$84.00	N	Cost Recovery
Electronic Building Plan Available (per permit)	N	\$27.00	N	Cost Recovery
Photocopies – A4 & A3 (black and white)	N	\$1.00	N	Cost Recovery
Photocopies – A4 & A3 (colour)	N	\$5.00	N	Cost Recovery
Photocopies – A0, A1 & A2 (black and white)	N	\$10.00	N	Cost Recovery
Building Records to an interested person	N	\$84.00	N	Cost Recovery
Miscellaneous Building Services				
Swimming Pool/Spa and Security Fencing Mandatory yearly charge, 4 yearly inspection	N	\$14.60	N	Statutory
Swimming Pool/Spa and Security Fencing Non-mandatory	N	\$65.00	N	Cost Recovery
Battery only smoke alarm application	N	\$179.40	N	Statutory
Alternative Solution (to comply with the Building Code)	Y	\$410.00	N	Cost Recovery
Building Code of Australia Consultation Service per hour	Y	\$133.00	N	Cost Recovery
Disability access and inspection report service	Y	\$365.00	N	Cost Recovery
Identification of unauthorised buildings & report	Y	\$365.00	N	Cost Recovery
R Code Assessment Service – Class 10	Y	\$67.00	N	Cost Recovery
R Code Assessment Service - Class 1	Y	\$133.00	N	Cost Recovery
Property Settlement Enquiry				
Orders & Requisitions – Building, Health, Engineering	N	\$50.00	N	Cost Recovery
Photocopy of Home Indemnity Insurance	N	\$82.00	N	Cost Recovery
Electronic copy of Home Indemnity Insurance Certificate	N	\$26.00	N	Cost Recovery
Swimming Pool Inspection requested as part of an enquiry	N	\$65.00	N	Cost Recovery
Development Application Fees (Residential Design Codes of WA Variations)				
Development Application Fee for Residential Outbuildings/Structures Class 10 (R-Code Variations for development not more than \$50,000)	N	As per the maximum fee prescribed under the Planning & Development (Local Government Planning Fees) Regulations 2000	N	Statutory
Development Application Fee for Residential Dwellings Class 1 (R-Code Variations for development more than \$50,000 but not more than \$500,000)	N	As per the maximum fee prescribed under the Planning & Development (Local Government Planning Fees) Regulations 2000	N	Statutory
Miscellaneous Fees				
Miscellaneous Sales	Y	Cost Recovery	N	Cost Recovery
Fines – General	N	As per Legislation	N	Statutory
Professional Advice (Audits, Reports etc.)				
* Professional Advice as a resource of Council may only be provided on agreement of Council and/or the Chief Executive Officer. Other fees may be incurred if other internal staff is required.				
Director	Y	\$270.00 per hour	N	Benchmarked
Manager	Y	\$196.00 per hour	N	Benchmarked
Level 1 Building Surveyor	Y	\$163.00 per hour	N	Benchmarked
Building Surveyor	Y	\$129.00 per hour	N	Benchmarked
Administration Officer	Y	\$81.00 per hour	N	Benchmarked
Health				
Food				
Food business audit fee (risk based)	N	Low risk \$130, medium risk \$260, high risk \$390	Y	Statutory Cost Recovery
Food business notification (one-off fee)	N	\$50	Y	Statutory Cost Recovery
Food business registration (one-off fee)	N	\$140	Y	Statutory Cost Recovery
Food Premises Settlement Enquiry	N	\$72.60	Y	Benchmarked
Food Premises fit out or alterations or compliance with upgrade schedule inspection	N	\$72.60	Y	Benchmarked
Liquor Licence Application and Inspection Request (Section 39 Certification)	N	\$72.60	Y	Benchmarked
Health Compliance Letter for Building Lodgement	N	\$165.00	Y	Benchmarked
Noise				
Noise Control – Non complying Event Application	N	up to \$1,000	Y	Statutory Cost Recovery
Late fee where Non Complying Event application received 60><21 days	N	+25% of fee charged	Y	Statutory Cost Recovery
Noise Monitoring Fee	N	As per Local Government Act 1995	N	Cost Recovery
Application Fee applicable to notifiable event at approved venue	N	up to \$15,000	Y	Statutory Cost Recovery
Application Fee for submission of Noise Management Plan for "specified works" exemption	N	up to \$500	Y	Statutory Cost Recovery
Application fee for "Out of hours" Noise Management Plan assessment	N	\$250.00	Y	Cost Recovery
Pools/Public Buildings				
Annual fee to sample/audit public swimming pools – water quality per premises	N	\$205.70	Y	Benchmarked
Public Building Applications (to vary, alter, construct, extend, including temporary public buildings for more than 200 persons)	N	Up to \$871.00	Y	Statutory Cost Recovery
Stall Holders & Traders				

Attachment 12.2.3 Proposed Fees and Charges 2022-2023

DESCRIPTION	Subject to GST	2022/2023 FEE INCLUSIVE OF GST (IF APPLICABLE)	Waived 2022-2023	DESCRIPTION OF HOW FEE IS CALCULATED
- Permit	N	\$40.00	Y	Statutory
- Permit Renewals	N	\$40.00	Y	Statutory
Stall Holders & Traders - Additional Fees				
- Per day	N	\$40.00	Y	Statutory
- Per week	N	\$50.00	Y	Statutory
- Per month	N	\$100.00	Y	Statutory Cost Recovery
- Per annum	N	\$1,000.00	Y	Statutory Cost Recovery
Traders				
- Permit - includes maximum 20 sqm of area	N	\$150.00	Y	Statutory Cost Recovery
- Fee per sqm exceeding 20 sqm of area	N	\$10.00	Y	Statutory Cost Recovery
- Permit Renewal Fee (as per Traders Permit fee plus \$10.00 per sqm exceeding 20 sqm of area)				
- Permit Transfer Fee	N	\$20.00	Y	Statutory Cost Recovery
Outdoor Dining Facility				
- Outdoor Eating Facility – includes maximum 20 sqm of area	N	no fee	N	Statutory Cost Recovery
- Outdoor Eating Facility – exceeding 20 sqm of area	N	no fee	N	Statutory Cost Recovery
- Outdoor Eating Facility Renewal Fee	N	no fee	N	Statutory Cost Recovery
- Outdoor Eating Facility Permit Transfer Fee	N	no fee	N	Statutory Cost Recovery
Street Entertainers				
- Street Entertainers Permit	N	no fee	N	Statutory Cost Recovery
- Street Entertainers Fee per day	N	no fee	N	Statutory Cost Recovery
Stable Premises				
Stables Premises – Registration or Renewal of Registration	N	\$14.00 per stall	Y	Statutory Cost Recovery
Variation or Change to Name on Stables Registration	N	\$30.00	Y	Statutory Cost Recovery
Other Fees & Charges				
Lodging House Registration or Renewal	N	\$210.00	Y	Statutory Cost Recovery
Annual Licence of a Morgue	N	\$130.00	Y	Statutory Cost Recovery
Approval to keep bees, pigeons, poultry, other caged birds (exceeding 20), cows or other large animals (excluding horses)	N	\$72.60	Y	Benchmarked
Fines (Various)	N	As per Legislation	N	Statutory
Legal Costs Recovery	N	Actual costs incurred	N	Cost Recovery
Property Settlement Enquiries	N	\$10.00	N	Statutory Cost Recovery
Mosquito treatment undertaken by Council on non Council owned land	Y	50% share of labour and materials	N	Cost Recovery
Professional Advice (Audits, Reports etc.)				
* Professional Advice as a resource of Council may only be provided on agreement of Council and/or the Chief Executive Officer. Other fees may be incurred if other internal staff is required.				
Director	Y	\$270.00 per hour	N	Benchmarked
Manager Safer Communities	Y	\$196.00 per hour	N	Benchmarked
Coordinator Community Safety	Y	\$163.00 per hour	N	Benchmarked
Coordinator Environmental Health Services	Y	\$163.00 per hour	N	Benchmarked
Environmental Health Officer	Y	\$129.00 per hour	N	Benchmarked
Administration Officer	Y	\$81.00 per hour	N	Benchmarked
Caravan Park Granting or Annual Renewal of Licence				
- Long Stay	N	Statutory as set under Caravan Parks & Camping Grounds Act 1995	Y	Statutory
- Short Stay	N	Statutory as set under Caravan Parks & Camping Grounds Act 1995	Y	Statutory
- Camp Site	N	Statutory as set under Caravan Parks & Camping Grounds Act 1995	Y	Statutory
- Overflow Site	N	Statutory as set under Caravan Parks & Camping Grounds Act 1995	Y	Statutory
- Transfer of Licence Fee	N	Statutory as set under Caravan Parks & Camping Grounds Act 1995	Y	Statutory
Health (Offensive Trade Fees) Regulations 1976				
- Laundries & Dry Cleaning Establishments	N	Statutory as set under Health (Miscellaneous Provisions) Act 1911	Y	Statutory
- Poultry Farming	N	Statutory as set under Health (Miscellaneous Provisions) Act 1911	Y	Statutory
- Fish processing establishments (whole fish cleaned/prepared)	N	Statutory as set under Health (Miscellaneous Provisions) Act 1911	Y	Statutory
Health (Treatment of Sewage & Disposal of Effluent & Liquid Waste) Regulations 1974				
- Application for approval of an apparatus by Local Government (includes Local Government Report where required)	N	Statutory as set under Health (Miscellaneous Provisions) Act 1911	Y	Statutory
- Issuing of a "Permit to Use an Apparatus"	N	Statutory as set under Health (Miscellaneous Provisions) Act 1911	Y	Statutory
- Additional application fee for approval of an apparatus by EDPH	N	Statutory as set under Health (Miscellaneous Provisions) Act 1911	Y	Statutory
Rangers Services				
Private Property Parking Registration Scheme - Application fee	N	\$100.00	N	Benchmarked
Private Property Parking Registration Scheme - Annual Renewal	N	\$75.00	N	Benchmarked
Private Property Parking Registration Scheme - Applicant request to have infringement withdrawn	N	\$75.00	N	Benchmarked
Fines (General)	N	various	N	
Dog Registration Licences (as per Dog Act 1976): 50% Discount for Eligible Pensions				
Sterilised Dogs - 1 Year	N	As per Dog Act 1976	Y	Statutory
Sterilised Dogs - 3 Years	N	As per Dog Act 1976	Y	Statutory
Sterilised Dogs - Life	N	As per Dog Act 1976	Y	Statutory
Unsterilised Dogs - 1 Year	N	As per Dog Act 1976	Y	Statutory
Unsterilised Dogs - 3 Years	N	As per Dog Act 1976	Y	Statutory
Unsterilised Dogs - Life	N	As per Dog Act 1976	Y	Statutory
Keeping of 3 Dogs - Site Inspection Fee	N	\$50.00	Y	Cost Recovery
Poundage Fee - (includes sustenance costs for first 3 Days)	Y	Contractor costs	N	Cost Recovery
Daily Poundage Costs 4 Days onwards	Y	Contractor costs	N	Cost Recovery
Sterilisation of dogs accepted for rehoming	Y	Contractor costs	N	Cost Recovery
Euthanasia	Y	Contractor costs	N	Cost Recovery
Veterinary micro chipping costs	Y	Contractor costs	N	Cost Recovery
Surrender and Impound costs	Y	Contractors costs	N	Cost Recovery
Cat Registration Licences (as per Cat Act 2011): 50% Discount for Eligible Pensions				
Sterilised Cat - 1 year	N	As per Cat Act 2011	Y	Statutory

Attachment 12.2.3 Proposed Fees and Charges 2022-2023

DESCRIPTION	Subject to GST	2022/2023 FEE INCLUSIVE OF GST (IF APPLICABLE)	Waived 2022-2023	DESCRIPTION OF HOW FEE IS CALCULATED
Sterilised Cat - 3 years	N	As per Cat Act 2011	Y	Statutory
Sterilised Cat - life	N	As per Cat Act 2011	Y	Statutory
Cat Poundage Fee - (includes sustenance costs for first 3 Days)	N	Contractor costs	N	Cost Recovery
Daily Cat Poundage Costs 4 Days onwards	Y	Contractor costs	N	Cost Recovery
Sterilisation of accepted cats for rehoming	Y	Contractor costs	N	Cost Recovery
Veterinary micro chipping costs	Y	Contractor costs	N	Cost Recovery
Euthanasia	Y	Contractor costs	N	Cost Recovery
Surrender and Impound costs	Y	Contractor costs	N	Cost Recovery
Fire Prevention				
Bush Fires Act 1954: Clearing of Non Compliant Land in default of Infringement	N	Contractor costs	N	Statutory Cost Recovery
Bush Fire Act 1954: Costs associated with Senior Ranger supervising clearing of non compliant land in default of infringement	N	\$55.00 per hour	N	Statutory Cost Recovery
Bush Fires Act 1954: Costs associated with Ranger supervising clearing of non compliant land in default of infringement	N	\$51.00 per hour	N	Statutory Cost Recovery
Senior Ranger Bushfire Enforcement - Expert Testimony Attendance	Y	\$61	N	Statutory Cost Recovery
Ranger Bushfire Enforcement - Expert Testimony Attendance	Y	\$57	N	Statutory Cost Recovery
Motor Vehicle Impounding				
- Poundage	Y	Cost Recovery	N	Cost Recovery
- Plus per day charge	Y	Cost Recovery	N	Cost Recovery
Car/Van Towing (including request for removal of vehicle from private property)	Y	Cost Recovery	N	Cost Recovery
Truck/Trailer Towing	Y	Cost Recovery	N	Cost Recovery
Department of Transport vehicle registration/ownership enquiry fee	N	Cost Recovery - Department Fee \$18.50	N	Cost Recovery
Community Safety & Crime Prevention				
Costs associated with supply and installation of CCTV equipment on private property	Y	Contractor costs	N	Cost Recovery
Costs associated with redacting/supply of CCTV footage	Y	Contractor costs	N	Cost Recovery
Costs associated with graffiti removal on Main Roads property	Y	Contractor costs	N	Cost Recovery
Library				
Damaged/Lost Membership Card	N	\$3.00	N	Cost Recovery
Book repairs	N	\$5.00 minimum	N	Cost Recovery
Books Lost/Unrepairable	N	\$2.00 minimum	N	Cost Recovery
Library Photocopying / Printing				
Black / White A4 -per copy (inc. computer printing)	Y	\$0.20	N	Cost Recovery
Black / White A3 - per copy	Y	\$0.40	N	Cost Recovery
Colour A4 - per copy	Y	\$1.00	N	Cost Recovery
Colour A3 - per copy	Y	\$2.00	N	Cost Recovery
Laminating				
- A5 - per sheet	Y	\$1.00	N	Cost Recovery
- A4 - per sheet	Y	\$1.50	N	Cost Recovery
- A3 - per sheet	Y	\$3.00	N	Cost Recovery
- Business cards	Y	\$1.00	N	Cost Recovery
Belmont Hub - Ruth Faulkner Library Meeting Rooms				
Multimedia Recording Studio (9.15am to 6.45pm)				
Hourly rate	Y	\$25.00	N	Benchmarked
Full day	Y	\$150.00	N	Benchmarked
Ground Floor Rooms				
Meeting Rooms 3 & 4 (9.15am to 6.45pm)				
Students/Concession card holders (first hour free)	Y	\$5.00	N	Benchmarked Cost Recovery
Casual use hourly rate	Y	\$15.50	N	Benchmarked Cost Recovery
Meeting Room 1/2 combined (9.15am to 6.45pm)				
Casual use hourly rate	Y	\$36.00	N	Benchmarked Cost Recovery
Meeting Room 2 (9.15am to 6.45pm)				
Casual use hourly rate	Y	\$15.50	N	Benchmarked Cost Recovery
Meeting Room 1 (9.15am to 6.45pm)				
Casual use hourly rate	Y	\$23.50	N	Benchmarked Cost Recovery
First Floor Rooms				
Meeting Room 5 (9.15am to 6.45pm)				
Casual use hourly rate	Y	\$15.50	N	Benchmarked Cost Recovery
Other				
Library Bags	Y	\$2.00 minimum	N	Cost Recovery
Library discard sales per item - Benchmarkd	Y	\$0.50 minimum	N	Benchmarked
Fee incurred library and museum activities and events	Y	\$2.00 minimum	N	Cost Recovery
USB stick	Y	\$6.00 minimum	N	Cost Recovery
Stationery Items	Y	\$0.20 minimum	N	Cost Recovery
Library, Culture and Place merchandise/gifts	Y	\$2.00 minimum	N	Cost Recovery
Locally made arts and craftware products sourced from local and regional artists	Y	\$2.00 minimum	N	Cost Recovery
City of Belmont publications	Y	\$5.00 minimum	N	Cost Recovery
Music CD	Y	\$3.00 minimum	N	Cost Recovery
Earphones - Cost recovery	Y	\$2.00 minimum	N	Cost Recovery
Reproduction of historical image intended for commercial use (digital only - jpeg)	Y	\$25.00 minimum	N	Cost Recovery
Arts and Place				
Art and Photographic Awards and Exhibition - Commission	Y	25% commission on each sale item	N	Cost recovery
Term Programs / Activities	Y	\$5.00 to \$150.00 per program	N	Cost recovery
Stallholder Applications				
General Stalls				
Community Groups (No Marquee)	N	\$25.00	N	Benchmarked
Community Groups (With Marquee)	N	\$100.00	N	Benchmarked
Market Stall (No Marquee)	N	\$50.00	N	Benchmarked
Market Stall (With Marquee)	N	\$100.00	N	Benchmarked
Food Stalls				
Community	N	\$40.00	N	Benchmarked
Commercial – selling snack type products (e.g. coffee, doughnuts)	N	\$100.00	N	Benchmarked
Food & Beverage				
Savoury Dish/Meal	N	up to \$15.00	N	Cost Recovery

Attachment 12.2.3 Proposed Fees and Charges 2022-2023

DESCRIPTION	Subject to GST	2022/2023 FEE INCLUSIVE OF GST (IF APPLICABLE)	Waived 2022-2023	DESCRIPTION OF HOW FEE IS CALCULATED
Beverages	N	up to \$5.00	N	Cost Recovery
Dessert/Snacks	N	up to \$10.00	N	Cost Recovery
Community Development				
Community Development Activities	N	\$5 to \$10	N	Cost Recovery
Community Bus Hire				
Community Use fee	Y	Daily Hire Fee - \$50.00, \$2 per litre (fuel fee), \$200 (cleaning fee)	N	Cost Recovery
INFRASTRUCTURE SERVICES				
City Facilities & Property				
Miscellaneous Rent income, Leases and Property Management fees	Y	As per agreements	N	Cost Recovery
Council Facility Hire by Room Type (Per Hour)				
Community Groups				
(Function rate applies Fri/Sat nights)				
Main Hall	Y	\$23.00	N	Benchmarked Cost Recovery
Clubroom/Multi	Y	\$17.00	N	Benchmarked Cost Recovery
Meeting	Y	\$11.50	N	Benchmarked Cost Recovery
Non-profit Groups				
(Function rate applies Fri/Sat nights)				
Main Hall	Y	\$36.00	N	Benchmarked Cost Recovery
Clubroom/Multi	Y	\$23.50	N	Benchmarked Cost Recovery
Meeting	Y	\$15.50	N	Benchmarked Cost Recovery
Small Business & Casual Rates until 6.00pm				
Main Hall	Y	\$45.00	N	Benchmarked Cost Recovery
Clubroom/Multi	Y	\$27.50	N	Benchmarked Cost Recovery
Meeting	Y	\$18.50	N	Benchmarked Cost Recovery
Function Rates - weddings, parties, cabarets etc. after 6:00pm on Fri/Sat Nights				
Main Hall	Y	\$92.00	N	Benchmarked Cost Recovery
Clubroom/Multi	Y	\$55.00	N	Benchmarked Cost Recovery
Meeting	Y	\$38.00	N	Benchmarked Cost Recovery
Glasshouse Function Rate	Y	\$92.00	N	Benchmarked Cost Recovery
Miscellaneous booking fees				
Booking amendment administration fee	Y	\$25.00	N	Benchmarked Cost Recovery
Booking amendment administration fee less than 10 working days notice	Y	\$50.00	N	Benchmarked Cost Recovery
Security Call-out Charge - uncollected keys	Y	\$60.00	N	Benchmarked Cost Recovery
Swipe card and key security for inspection	Y	\$100	N	Benchmarked Cost Recovery
Provision of additional swipe cards per card	Y	\$25.00	N	Cost Recovery
Provision of additional keys per key	Y	\$25.00	N	Cost Recovery
Provision of Cleaning Fee (time dependant)	Y	\$80-\$124	N	Cost Recovery
Bond Charge				
Category 1	N	\$250.00	N	Benchmarked Cost Recovery
Category 2	N	\$400.00	N	Benchmarked Cost Recovery
Category 3	N	\$750.00	N	Benchmarked Cost Recovery
Category 4 (high risk events)	N	\$1,500.00	N	Benchmarked Cost Recovery
Category 5 (18th and 21st Birthdays)	N	\$2,500.00	N	Benchmarked Cost Recovery
Seasonal User	N	\$750.00	N	Benchmarked Cost Recovery
Belmont Community Resource Centre				
Kiln Charges - general firing (per time)	Y	\$28.50	N	Benchmarked Cost Recovery
- glaze firing (per time)	Y	\$34.00	N	Benchmarked Cost Recovery
** Note: Belmont Potters Group has a license arrangement				
Reserves (Per Season)				
Seasonal - Junior (under the age of 18 who is a registered player in a junior league sporting club)	N/A	No charge	N	Benchmarked Cost Recovery
Belmont Residents - 100% equals two training sessions and one competition event	Y	\$50.50	N	Benchmarked Cost Recovery
Belmont Residents - 75% equals one training sessions and one competition event	Y	\$38.00	N	Benchmarked Cost Recovery
Belmont Residents - 50% equals two training sessions or less	Y	\$25.50	N	Benchmarked Cost Recovery
Non-Belmont Residents - 100% equals two training sessions and one competition event	Y	\$73.50	N	Benchmarked Cost Recovery
Non-Belmont Residents - 75% equals one training sessions and one competition event	Y	\$50.50	N	Benchmarked Cost Recovery
Non-Belmont Residents - 50% equals two training sessions or less	Y	\$37.00	N	Benchmarked Cost Recovery
Casual - Full Day (6 to 12 hours) per booking	Y	\$220.00	N	Benchmarked Cost Recovery
Casual - Full Day - Community/Not-for-Profit	Y	\$175.00	N	Benchmarked Cost Recovery
Facility Charge	Y	\$625.00	N	Benchmarked Cost Recovery
Casual - Hourly Rate	Y	\$30.00	N	Benchmarked Cost Recovery
Casual - Community/Not-for-Profit - Hourly Rate	Y	\$20.00	N	Benchmarked Cost Recovery
Casual - Seasonal Sporting Clubs - Hourly Rate	Y	\$22.00	N	Benchmarked Cost Recovery
Wilson Park casual court hire (per court, per hour)	Y	\$13.50	N	Benchmarked Cost Recovery
Additional Seasonal Use - per use/Monday to Friday	Y	\$36.00	N	Benchmarked Cost Recovery
Additional Seasonal Use - per use/Saturday to Sunday	Y	\$62.00	N	Benchmarked Cost Recovery
Dog Obedience Training - City of Belmont Resident One third of the senior per participant charge, per member, per season	Y	\$16.00	N	Benchmarked
Dog Obedience Training - Non Resident One third of the senior per participant charge, per member, per season	Y	\$23.00	N	Benchmarked
Miscellaneous Reserve Fees				
Lost, misplaced or stolen access swipe card	Y	\$51	N	Cost recovery
Lost, misplaced or stolen per Key	Y	\$51	N	Cost recovery
Lost, misplaced or stolen Key Charge per set	Y	\$255.00	N	Benchmarked Cost Recovery
Locksmith attendance to re-key due to lost, misplaced or stolen	Y	Contractor costs	N	Cost recovery
Provision of additional swipe cards - per card	Y	\$25.00	N	Cost recovery
Provision of additional keys - per key	Y	\$25.00	N	Cost recovery
Security Callout Charge	Y	\$50.00	N	Benchmarked
Key and swipe card end of season recovery fee	Y	\$100.00	N	Cost recovery

Attachment 12.2.3 Proposed Fees and Charges 2022-2023

DESCRIPTION	Subject to GST	2022/2023 FEE INCLUSIVE OF GST (IF APPLICABLE)	Waived 2022-2023	DESCRIPTION OF HOW FEE IS CALCULATED
Personal Training Reserve Hire	Y	\$5.00	N	Benchmarked
Weddings / Medium Sized Events	Y	\$120.00	N	Benchmarked
Passive Reserve Hire - Events per day	Y	\$355.00	N	Benchmarked
Sports Field Lighting Charge Per Pole Per Hour				
Sports Lighting Regular User	Y	\$3.30	N	Cost recovery
Sports Lighting Casual User	Y	\$6.60	N	Cost recovery
Parks, Leisure & Environment				
Tree - Amenity Value compensation for loss of a community asset applied as per the Urban Forest Policy (NB3.2).	Y	\$536.08	N	Cost Recovery
Street tree removal and stump grinding	Y	\$474.28	N	Cost Recovery
Street tree replacement - 90Lt tree replacement	Y	\$656.00	N	Cost Recovery
Street tree replacement - 35Lt tree replacement	Y	\$536.08	N	Cost Recovery
Fines – General	N	As per Legislation	N	Statutory
Legal Costs Recovery	Y	Cost of recoverable legal expenses	N	Statutory Cost Recovery
Tree Works- Unauthorised Damage/Pruning of City trees or work to make a tree on private property safe	Y	\$160.81	N	Cost Recovery
Verge Vegetation Non Compliance	Y	Cost of Time	N	Cost Recovery
Park access request	N	\$250.00	N	Cost Recovery
Park Access - estimate of associate costs (Approved Access)	N	\$65.00 per hour	N	Cost Recovery
Bond associated with approved Park access	N	\$1,100.00	N	Cost Recovery
Supply & Installation of Turf	Y	\$15.71 minimum fee as per tendered rate	N	Cost Recovery
Vegetation Watering	Y	\$81.40 minimum fee as per tendered rate	N	Cost Recovery
Parks Infrastructure Damages	Y	Value of Item	N	Cost Recovery
Memorial plaques and new park bench	N	\$4,100 minimum	N	Cost Recovery
Memorial plaques (attached to existing bench)	N	\$150.00 minimum	N	Cost Recovery
Belmont Oasis Leisure Centre				
General Admission Aquatics				
Adult Casual Swim	Y	\$6.20	N	Benchmarked
Child Casual Swim (4 to 16 years)	Y	\$4.60	N	Benchmarked
Family Swim (2 Adults & 2 Children 4 years to 16 years OR 1 Adult + 3 Children)	Y	\$17.20	N	Benchmarked
Casual Swim - Concession	Y	\$4.60	N	Benchmarked
Spectator	Y	\$2.00	N	Benchmarked
Swim, Spa & Sauna Adult	Y	\$9.50	N	Benchmarked
Swim, Spa & Sauna Adult Concession	Y	\$7.00	N	Benchmarked
School student swim (Education Department access and City Staff)	Y	\$2.50	N	Benchmarked
Adult Swim 10 Visit Pass	Y	\$55.00	N	Benchmarked
Concession Swim 10 Visit Pass	Y	\$41.00	N	Benchmarked
Swim / Spa / Sauna 10 Visit Pass	Y	\$85.00	N	Benchmarked
Swim / Spa / Sauna 10 Visit Pass - Concession	Y	\$63.00	N	Benchmarked
Adult Swim 20 Visit Pass	Y	\$108.00	N	Benchmarked
Concession Swim 20 Visit Pass	Y	\$80.00	N	Benchmarked
Swim / Spa / Sauna 20 Visit Pass	Y	\$166.00	N	Benchmarked
Swim / Spa / Sauna 20 Visit Pass - Concession	Y	\$122.00	N	Benchmarked
Aquatic Programs				
Child Learn to Swim Membership Weekly - DD	Y	\$17.00	N	Benchmarked
3rd child Weekly - DD	Y	\$15.30	N	Benchmarked
4th child Weekly - DD	Y	\$13.60	N	Benchmarked
5th child Weekly - DD	Y	\$8.50	N	Benchmarked
Adult Learn to Swim Membership Weekly - DD	Y	\$17.00	N	Benchmarked
Private Learn to Swim lessons	Y	\$45.00	N	Benchmarked
Aqua-aerobics Class	Y	\$14.20	N	Benchmarked
Aqua-aerobics Class - Concession	Y	\$7.20	N	Benchmarked
Birthday Parties (per person)	Y	\$26.50	N	Benchmarked
Aquatic Lane Hire and Events				
Lane Hire 50M (per hour)	Y	\$11.50	N	Benchmarked
Lane Hire 25M (per hour)	Y	\$9.20	N	Benchmarked
Swim Carnival Indoor Full Day (up to 6 hours)	Y	\$320.00	N	Benchmarked
Swim Carnival Outdoor Full Day (up to 6 hours)	Y	\$162.00	N	Benchmarked
Health and Wellness Casual				
Group Fitness Class Adult	Y	\$18.60	N	Benchmarked
Group Fitness - Concession/disadvantaged	Y	\$14.00	N	Benchmarked
Gym - Adult Casual	Y	\$18.60	N	Benchmarked
Gym - Concession/disadvantaged Casual	Y	\$14.00	N	Benchmarked
Health and Wellness Programs				
Personal Training - 6 x 30 minute sessions	Y	\$285.00	N	Benchmarked
Personal Training - 12 x 30 minute sessions	Y	\$540.00	N	Benchmarked
Personal training rental - per month	Y	\$880.00	N	Benchmarked
Full Centre Memberships				
Membership Active Weekly - DD	Y	\$19.50	N	Benchmarked
Membership Active Weekly - Concession - DD	Y	\$15.50	N	Benchmarked
Membership Active Weekly - Pensioner - DD	Y	\$12.50	N	Benchmarked
Membership Results Weekly (12month) - DD	Y	\$18.50	N	Benchmarked
Membership Results Weekly (12month) - Concession - DD	Y	\$15.00	N	Benchmarked
Membership Results Weekly Student Legacy (12 month) - DD *conditions apply	Y	\$13.20	N	Benchmarked
12 Month Upfront Standard	Y	\$960.00	N	Benchmarked
12 Month Upfront - Concession	Y	\$765.00	N	Benchmarked
6 Month Upfront	Y	\$725.00	N	Benchmarked
3 Month Upfront *conditions Apply	Y	\$445.00	N	Benchmarked
Joining Fee - Results Membership	Y	\$79.00	N	Benchmarked
Joining Fee - Active Membership	Y	\$99.00	N	Benchmarked
Suspension fee per week	Y	\$3.50	N	Benchmarked
Other Membership Fees				
Cancellation Fee (Results Membership Only)	Y	\$165.00	N	Benchmarked
Transfer fee	Y	\$69.00	N	Benchmarked
Aquatic Memberships				
Aquatic Membership Adult Weekly - DD	Y	\$15.90	N	Benchmarked
Aquatic Membership Concession Weekly - DD	Y	\$12.70	N	Benchmarked

Attachment 12.2.3 Proposed Fees and Charges 2022-2023

DESCRIPTION	Subject to GST	2022/2023 FEE INCLUSIVE OF GST (IF APPLICABLE)	Waived 2022-2023	DESCRIPTION OF HOW FEE IS CALCULATED
Aquatic Membership Squad Weekly - DD * Conditions apply	Y	\$10.70	N	Benchmarked
Stadium Programs				
Rental Single Court (per hour)	Y	\$35.00	N	Benchmarked
Rental Single Court (per hour) After 6.00pm	Y	\$50.00	N	Benchmarked
Court Casual Entry (per person) until next court booking	Y	\$5.00	N	Benchmarked
Badminton Hire Per Court /Hour	Y	\$17.20	N	Benchmarked
Badminton Hire Per Court/Hour After 6.00pm	Y	\$20.50	N	Benchmarked
Netball Game Fee Per Team	Y	\$72.00	N	Benchmarked
Basketball Game Fee Per Team	Y	\$65.00	N	Benchmarked
Soccer Game Fee Per Team	Y	\$54.00	N	Benchmarked
Team Sport Nomination Fee	Y	\$58.00	N	Benchmarked
Specialist Junior Sport Coaching - Learn to Play Weekly DD Fee	Y	\$17.00	N	Benchmarked
Specialist Junior Sport Coaching - Registration Fee	Y	\$56.00	N	Benchmarked
Junior Sport Activity (Per person for 55 minute Session)	Y	\$6.20	N	Benchmarked
Special Stadium Event Booking discount	Y	Variable	N	Benchmarked
Creche and Childcare				
Crèche Casual Per Visit for 100 minute session	Y	\$6.30	N	Benchmarked
Crèche Multi-pass 10 Visit - Each session is 100 minute	Y	\$56.00	N	Benchmarked
Before School Care per session (from 7.00am to school drop-off)	Y	\$19.50	N	Benchmarked
After School Care per session (from school pick-up to 6.00pm)	Y	\$25.50	N	Benchmarked
Holiday Program Excursion per session (7.00am to 6.00pm)	Y	\$78.00	N	Benchmarked
Room Hire				
Group Fitness Room Hire per hour	Y	\$46.50	N	Benchmarked
Meeting Room Hire per hour	Y	\$33.50	N	Benchmarked
Miscellaneous Fees				
Locker Hire - 90min	Y	\$1.00	N	Benchmarked
Locker Hire - 3 hours	Y	\$2.00	N	Benchmarked
Equipment Hire - stating from	Y	\$1.00	N	Benchmarked
Bond - refundable	Y	\$100 - \$2000	N	Benchmarked
Cleaning Fee	Y	Variable – 100% on costed	N	Cost Recovery
Membership Card Replacement	Y	\$5.00	N	Benchmarked
Promotional Fees				
Health Club - No Joining Fee	Y	\$0.00	N	Benchmarked
Health Club - \$30 for 30 days	Y	\$30.00	N	Benchmarked
Health Club - 10 Day free trial pass	Y	\$0.00	N	Benchmarked
2 for 1 entry / Bring a friend for free campaigns for casual entry	Y	Variable	N	Benchmarked
Health Club/Aquatics - Rest of the year free with 12 month commitment	Y	Variable	N	Benchmarked
Boot Camp promotion initiative	Y	Variable	N	Benchmarked
Sports - Free team nomination	Y	No fee	N	Benchmarked
Free personal training sessions	Y	No fee	N	Benchmarked
Swim School - 5 free swimming lessons	Y	No fee	N	Benchmarked
Other discounted initiatives approved by City	Y	Variable	N	Benchmarked
Design, Assets & Development				
Supervision fee for Major Subdivision & Development	N	1.5% of contract price (road & drainage works) where Consulting Engineer is engaged; 3.0% of contract price where Consultant is not engaged	N	Statutory
Application fee for private works on road reserves (e.g. sewerage, drainage, water, cabling etc.)	N	\$220 minimum per application	N	Cost Recovery
Off-site drainage connection fee to Council's system	N	\$330 per connection per lot	N	Cost Recovery
Application fee for closure of road - ROW & PAW	N	\$220 minimum per application plus advertisement cost	N	Statutory Cost Recovery
Application fee for temporary road closure for private works	N	\$220 minimum per application plus advertisement cost	N	Statutory Cost Recovery
Recovery – advertising costs incurred	N	Value of advertising	N	Cost Recovery
Defects liability bond for major subdivisions & developments	N	2.5% of contract price (road & drainage works) to be retained by Consultant	N	Statutory
Property Settlement Enquiries	N	\$10.00	N	Statutory Cost Recovery
Opening Road Pavements Bond for private works	N	\$1,100 minimum	N	Statutory
Miscellaneous Material Disposal	Y	Cost of item	N	Cost Recovery
Application Fee for Infrastructure Services (includes Crossovers) Clearance - Single Dwelling	N	\$110.00	N	Cost Recovery
Application Fee for Infrastructure Services (includes Crossovers) Clearance - Grouped or Multi Residential Dwelling	N	\$220.00	N	Cost Recovery
Application Fee for Infrastructure Services (includes Crossovers) Clearance - Commercial / Industrial	N	\$330.00	N	Cost Recovery
Application Fee to modify or upgrade an existing crossover	N	\$55.00	N	Cost Recovery
Administration Fee	Y	5% of total project cost	N	Cost Recovery
Administration and Supervision Fee	Y	10% of total project cost	N	Cost Recovery
Administration, Supervision and Project Management Fee	Y	15% of total project cost	N	Cost Recovery
Waste				
Standard Full Service - Rateable properties	N	\$303.00	N	Statutory Cost Recovery
Additional Full Service - Rateable properties	N	\$303.00	N	Statutory Cost Recovery
Additional Rubbish only service (240L) Residential	N	\$212.00	N	Statutory Cost Recovery
Additional Rubbish only service (240L) Commercial/Industrial	N	\$212.00	N	Statutory Cost Recovery
Additional recycling only service	N	\$106.00	N	Statutory Cost Recovery
Additional FOGO only service	N	\$212.00	N	Statutory Cost Recovery
Upgrade Refuse Bin Capacity to 240L	N	\$108.00	N	Statutory Cost Recovery
Standard Full Service - Non-rateable properties	N	\$303.00	N	Statutory Cost Recovery
- Exempt commercial & industrial property levy	N	\$108.00	N	Statutory Cost Recovery
Multiple Unit Dwellings - Shared Service	N	\$212.00	N	Statutory Cost Recovery
Additional Full Service - Non-rateable properties	N	\$303.00	N	Statutory Cost Recovery
Bulk Bin Contamination/Overfilling emptying and disposal charge	Y	Minimum of \$165	N	Cost Recovery
Verge dumping clean up and disposal charge	Y	Minimum of \$165	N	Cost Recovery
Other clean up costs (e.g. in default of Notice)	Y	Value of contractors costs	N	Cost Recovery
Fines (General)	N	As per Legislation	N	Statutory

Annual Budget 2022-2023

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Attachment 12.2.4 Detailed Departmental Budget 2022-2023

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Attachment 12.2.4 Detailed Departmental Budget 2022-2023



Proposed Budget Manual Current Budget: 22CLRBD2, Proposed Budget: 23CLBUD

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
05 - Chief Executive Officer							
005 - Chief Executive Officer							
010 - Chief Executive Officer							
920100 - Chief Executive Officer							
1 - Expenditure							
920100-00-1200-000 Salaries	587,378	587,378	590,703	713,713	126,335	22%	Transfer of Business Improvement Coordinator to CEO office, corresponding reduction in Business Improvement Team
920100-00-1202-000 Allowances	150	150	163	200	50	33%	
920100-00-1204-000 Long Service Leave	0	0	22,657	0	0	0%	
920100-00-1205-000 Workers Compensation	6,169	6,169	6,372	7,495	1,326	21%	
920100-00-1209-000 Superannuation	69,970	69,970	60,779	85,304	15,334	22%	
920100-00-1211-000 Fringe Benefits Tax	13,490	13,490	14,517	13,490	0	0%	
920100-00-1226-000 Stationery	500	500	264	500	0	0%	
920100-00-1252-000 Equipment	200	200	0	200	0	0%	
920100-00-1263-000 Services - Advertising	0	0	282	0	0	0%	
920100-00-1270-000 Services - Legal	0	0	0	20,000	20,000	New	Increased legal costs associated with complaints and investigations
920100-00-1271-000 Services - Other Consultants	50,000	80,000	69,245	80,000	0	0%	
920100-00-1322-000 Telephone	4,301	4,301	3,911	4,153	-148	-3%	
920100-00-1330-000 Subscriptions	2,500	2,500	3,358	3,200	700	28%	Professional Membership fees and Harvard Business Review Subscriptions
920100-00-1371-000 Travel - Conferences	5,000	2,000	1,041	6,000	4,000	200%	Professional Leadership meetings and Australia Local Government Association General Assembly
920100-00-1372-000 Accommodation - Conferences	5,000	2,000	1,061	6,000	4,000	200%	Professional Leadership meetings and Australia Local Government Association General Assembly
920100-00-1373-000 Registration - Train/Conf	10,000	8,000	4,851	5,000	-3,000	-38%	Professional Leadership meetings and Australia Local Government Association General Assembly including Local Government Professional and WA Local Government Conferences
920100-00-1377-000 Travel - General	100	600	545	800	200	33%	Car parking and Cab charge
920100-00-1399-000 Miscellaneous	1,000	1,000	1,047	1,000	0	0%	
920100-00-1400-000 ABC Cost Allocation	125,303	125,303	105,212	201,882	76,579	61%	Activity Based Costing allocation based on updated drivers
920100-00-1119-000 Licenses	414	414	853	414	0	0%	Vehicle costs for Fleet 04.
920100-00-1201-000 Wages	960	960	404	480	-480	-50%	
920100-00-1216-000 Agency Staff	0	0	60	240	240	New	
920100-00-1224-000 Fuel	6,829	6,829	6,509	8,780	1,951	29%	
920100-00-1225-000 External Repairs	900	5,086	4,380	2,200	-2,886	-57%	
920100-00-1314-000 Ins. Prem - Motor Vehicle	406	406	381	400	-6	-1%	
TOTAL 1 - Expenditure	890,570	917,256	898,595	1,161,451	244,194	27%	
3 - Capital Expenditure							
920100-32-3253-000 Fleet / Plant	0	0	0	67,980	67,980	New	Vehicle purchase Fleet 04.
TOTAL 3 - Capital Expenditure	0	0	0	67,980	67,980	New	
6 - Capital Income							
920100-00-6253-000 Fleet / Plant	0	0	0	-46,350	-46,350	New	Income vehicle sale Fleet 04.
TOTAL 6 - Capital Income	0	0	0	-46,350	-46,350	New	
TOTAL 920100 - Chief Executive Officer	890,570	917,256	898,595	1,183,081	265,824	29%	
994005 - Perth Airports Municipalities Group (PAMG)							
1 - Expenditure							
994005-00-1080-000 Reimbursement - Services	150	150	84	150	0	0%	
994005-00-1200-000 Salaries	1,000	1,000	206	1,000	0	0%	
994005-00-1377-000 Travel - General	200	200	46	200	0	0%	
TOTAL 1 - Expenditure	1,350	1,350	336	1,350	0	0%	
4 - Income							
994005-00-4080-000 Reimbursement - Services	0	0	-1,975	0	0	0%	
TOTAL 4 - Income	0	0	-1,975	0	0	0%	
TOTAL 994005 - Perth Airports Municipalities Group (PAMG)	1,350	1,350	-1,638	1,350	0	0%	
994006 - Perth Airport Community Forum							
1 - Expenditure							
994006-00-1200-000 Salaries	0	0	172	250	250	New	
TOTAL 1 - Expenditure	0	0	172	250	250	New	
TOTAL 994006 - Perth Airport Community Forum	0	0	172	250	250	New	
TOTAL 010 - Chief Executive Officer	891,920	918,606	897,129	1,184,681	266,074	29%	
TOTAL 005 - Chief Executive Officer	891,920	918,606	897,129	1,184,681	266,074	29%	
011 - People & Culture							
020 - Human Resources/Payroll							
921000 - Human Resources							
1 - Expenditure							
921000-00-1128-000 Photocopying	2,500	2,500	1,706	2,500	0	0%	Reflects current costs.
921000-00-1200-000 Salaries	929,518	929,518	674,661	1,009,976	80,458	9%	As per corporate structure
921000-00-1202-000 Allowances	449	449	303	549	100	22%	
921000-00-1204-000 Long Service Leave	0	67,952	67,952	0	-67,952	-100%	
921000-00-1207-000 Employee Entitlements	0	206,490	206,490	0	-206,490	-100%	
921000-00-1208-000 Workers Compensation	9,766	9,766	10,611	10,611	845	9%	
921000-00-1209-000 Superannuation	113,501	113,501	82,558	139,029	25,528	22%	
921000-00-1210-000 Staff Medicals and Health	25,000	25,000	7,129	25,000	0	0%	Staff medicals, health checks and consults.
921000-00-1211-000 Fringe Benefits Tax	25,888	25,888	15,355	25,888	0	0%	
921000-00-1216-000 Agency Staff	0	20,000	90,192	20,000	0	0%	Anticipated costs.
921000-00-1222-000 Materials	200	200	202	200	0	0%	Reflects current costs.
921000-00-1224-000 Fuel	3,000	3,000	2,904	3,000	0	0%	Reflects current costs.
921000-00-1226-000 Stationery	2,000	2,000	1,577	2,000	0	0%	Reflects current costs.
921000-00-1227-000 Printing	100	100	0	200	100	100%	Reflects current costs.
921000-00-1234-000 Uniforms/Protective Clothing	25,000	25,000	12,068	25,000	0	0%	Corporate uniforms & Occupational safety and health protective clothing.
921000-00-1239-000 Consumables	0	0	6	50	50	New	
921000-00-1252-000 Equipment	500	500	116	500	0	0%	Replacements & upgrades.

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
921000-00-1263-000 Services - Advertising	500	5,000	1,445	5,000	0	0%	0% Advertising
921000-00-1265-000 Services - Equipment Maint.	100	100	0	100	0	0%	0% Anticipated costs.
921000-00-1270-000 Services - Legal	40,000	40,000	29,685	40,000	0	0%	0% Implementation of proposed State Industrial Relationship changes, general Industrial Relationship advice and consultancy.
921000-00-1271-000 Services - Other Consultants	70,000	45,000	34,618	45,000	0	0%	0% Organisational cultural change program, inductions, Employment Assistance Program, remuneration advice & industrial services
921000-00-1280-000 Services - Training	20,000	20,000	17,109	20,000	0	0%	0% Organisation and facilitation of E-Learning program.
921000-00-1317-000 Ins. Prem - Other	3,192	3,192	3,177	3,494	302	9%	9%
921000-00-1318-000 Insurance - Self Insurance	0	0	500	0	0	0%	0%
921000-00-1322-000 Telephone	6,375	6,375	5,618	5,348	-1,027	-16%	-16% Reflects current costs.
921000-00-1330-000 Subscriptions	17,000	17,000	860	17,000	0	0%	0% WA Local Government Association Membership, Human Resources /Payroll Alerts, Australian Institute of Management Membership, publications.
921000-00-1371-000 Travel - Conferences	2,500	1,000	0	4,000	3,000	300%	300% Inter and intra-state costs associated with senior staff Continuous Professional Development requirements to return to pre-COVID arrangements.
921000-00-1372-000 Accommodation - Conferences	3,500	1,000	0	4,000	3,000	300%	300% Inter and intra-state costs associated with senior staff Continuous Professional Development requirements to return to pre-COVID arrangements.
921000-00-1373-000 Registration - Train/Conf	7,500	5,000	3,516	7,500	2,500	50%	50% 1 x Manager, 3 x Advisors Interstate Conference /Training and 1 x Coordinator and 5 x staff Training
921000-00-1377-000 Travel - General	250	250	682	250	0	0%	0% Reflects anticipated costs.
921000-00-1399-000 Miscellaneous	30,000	30,000	26,533	30,000	0	0%	0% Staff reward & recognition programs, couriers, parking etc.
921000-00-1400-000 ABC Cost Allocation	159,646	159,646	129,334	183,155	23,509	15%	15% Activity Based Costing allocation based on updated drivers
921000-00-1119-000 Licenses	1,242	1,242	1,725	828	-414	-33%	-33% Vehicle costs for Fleet 41 and 79.
921000-00-1201-000 Wages	1,440	1,440	1,068	960	-480	-33%	-33%
921000-00-1216-000 Agency Staff	596	596	40	480	-116	-19%	-19%
921000-00-1221-000 Tyres	600	600	0	600	0	0%	0%
921000-00-1224-000 Fuel	5,353	4,214	4,404	4,224	10	0%	0%
921000-00-1225-000 External Repairs	1,176	1,176	2,346	766	-410	-35%	-35%
921000-00-1314-000 Ins. Prem - Motor Vehicle	974	974	914	960	-14	-1%	-1%
TOTAL 1 - Expenditure	1,509,367	1,775,669	1,436,881	1,638,168	-137,501	-8%	
3 - Capital Expenditure							
921000-32-3253-000 Fleet / Plant	44,875	0	0	44,875	44,875		New Vehicle purchase Fleet 79.
TOTAL 3 - Capital Expenditure	44,875	0	0	44,875	44,875	New	
4 - Income							
921000-00-4399-000 Miscellaneous	-200	-200	0	0	200	-100%	-100%
921000-00-4400-000 ABC Cost Recovery	-1,509,167	-1,509,167	-1,422,602	-1,638,172	-129,005	9%	9% Activity Based Costing recovery based on updated drivers
TOTAL 4 - Income	-1,509,367	-1,509,367	-1,422,602	-1,638,172	-128,895	9%	
6 - Capital Income							
921000-00-6253-000 Fleet / Plant	-31,413	-31,413	-33,975	-30,597	816	-3%	-3% Income sale Fleet 79.
921000-00-6835-000 Long Service Leave Reserve - Salaries	0	-65,554	0	0	65,554	-100%	-100%
921000-00-6847-000 Misc Entitlements Reserve	0	-206,490	0	0	206,490	-100%	-100%
TOTAL 6 - Capital Income	-31,413	-303,457	-33,975	-30,597	272,860	-90%	
TOTAL 921000 - Human Resources	13,462	-37,154	-19,697	14,274	51,429	-138%	
TOTAL 020 - Human Resources/Payroll	13,462	-37,154	-19,697	14,274	51,429	-138%	
022 - Occupational Safety & Health							
921200 - Workplace Health & Safety							
1 - Expenditure							
921200-00-1200-000 Salaries	0	0	0	314,225	314,225		New As per structure
921200-00-1202-000 Allowances	0	0	0	200	200		New
921200-00-1208-000 Workers Compensation	0	0	0	3,302	3,302		New
921200-00-1209-000 Superannuation	0	0	0	40,809	40,809		New
921200-00-1222-000 Materials	0	0	0	250	250		New Occupational safety and health training & promotional materials.
921200-00-1224-000 Fuel	0	0	0	2,000	2,000		New Reflects current costs.
921200-00-1227-000 Printing	0	0	0	1,500	1,500		New Occupational safety and health & Customer Service costs.
921200-00-1252-000 Equipment	0	0	0	1,500	1,500		New Occupational safety and health ergonomic aids, equipment replacement and updates.
921200-00-1263-000 Services - Advertising	0	0	0	500	500		New 2 Advertising
921200-00-1271-000 Services - Other Consultants	0	0	0	10,000	10,000		New Occupational safety and health migration costs.
921200-00-1280-000 Services - Training	0	0	0	1,000	1,000		New
921200-00-1330-000 Subscriptions	0	0	0	12,000	12,000		New Occupational safety and health & on-line Standards subscriptions.
921200-00-1371-000 Travel - Conferences	0	0	0	500	500		New 1 x Advisor inter or intra state costs, Continuous Professional Development requirement.
921200-00-1372-000 Accommodation - Conferences	0	0	0	1,000	1,000		New 1 x Advisor inter or intra state costs, Continuous Professional Development requirement.
921200-00-1373-000 Registration - Train/Conf	0	0	0	2,000	2,000		New 1 x Advisor Interstate Conference /Training and 1 x Coordinator and 1 x staff Training
921200-00-1377-000 Travel - General	0	0	0	100	100		New
921200-00-1399-000 Miscellaneous	0	0	0	100	100		New
921200-00-1400-000 ABC Cost Allocation	0	0	0	22,443	22,443		New Activity Based Costing allocation based on updated drivers
TOTAL 1 - Expenditure	0	0	0	413,429	413,429	New	
4 - Income							
921200-00-4400-000 ABC Cost Recovery	0	0	0	-413,431	-413,431		New Activity Based Costing recovery based on updated drivers
TOTAL 4 - Income	0	0	0	-413,431	-413,431	New	
TOTAL 921200 - Workplace Health & Safety	0	0	0	-2	-2	New	
TOTAL 022 - Occupational Safety & Health	0	0	0	-2	-2	0%	
025 - Business Planning and Improvement							
920002 - Business Improvement							
1 - Expenditure							
920002-00-1200-000 Salaries	656,313	656,313	349,154	0	-656,313	-100%	-100% Business Improvement staff relocated to Governance x2
920002-00-1202-000 Allowances	350	350	164	0	-350	-100%	-100% Business Improvement staff relocated to Governance x2
920002-00-1204-000 Long Service Leave	0	10,749	15,977	0	-10,749	-100%	-100%
920002-00-1207-000 Employee Entitlements	0	19,000	59,367	0	-19,000	-100%	-100%
920002-00-1208-000 Workers Compensation	6,896	6,896	7,123	0	-6,896	-100%	-100% Business Improvement staff relocated to Governance x2
920002-00-1209-000 Superannuation	81,404	81,404	41,110	0	-81,404	-100%	-100% Business Improvement staff relocated to Governance x2
920002-00-1211-000 Fringe Benefits Tax	9,805	9,805	6,924	0	-9,805	-100%	-100%
920002-00-1216-000 Agency Staff	0	0	12,894	0	0	0%	0%
920002-00-1222-000 Materials	250	250	153	0	-250	-100%	-100%
920002-00-1224-000 Fuel	2,000	2,000	1,942	0	-2,000	-100%	-100%
920002-00-1227-000 Printing	3,000	3,000	502	0	-3,000	-100%	-100% Corporate Business Plan costs
920002-00-1252-000 Equipment	1,500	1,500	0	0	-1,500	-100%	-100%
920002-00-1263-000 Services - Advertising	500	500	0	0	-500	-100%	-100%
920002-00-1271-000 Services - Other Consultants	15,000	15,000	0	0	-15,000	-100%	-100% Surveillance Audit

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
920002-00-1280-000 Services - Training	5,000	5,000	5,445	0	-5,000	-100%	-100% Training associated with new Standard, internal auditors & new systems.
920002-00-1322-000 Telephone	5,665	5,665	4,001	0	-5,665	-100%	
920002-00-1330-000 Subscriptions	9,500	9,500	13,583	0	-9,500	-100%	-100% On-line Standards subscriptions
920002-00-1371-000 Travel - Conferences	500	500	0	0	-500	-100%	
920002-00-1372-000 Accommodation - Conferences	1,000	1,000	0	0	-1,000	-100%	
920002-00-1373-000 Registration - Train/Conf	3,900	3,900	2,577	0	-3,900	-100%	
920002-00-1377-000 Travel - General	100	100	0	0	-100	-100%	
920002-00-1399-000 Miscellaneous	200	200	82	0	-200	-100%	-100% Couriers, parking etc.
920002-00-1400-000 ABC Cost Allocation	119,989	119,989	101,161	0	-119,989	-100%	-100% Activity Based Costing allocation based on updated drivers
920002-00-1314-000 Ins. Prem - Motor Vehicle	432	432	406	0	-432	-100%	
TOTAL 1 - Expenditure	923,304	953,053	622,464	0	-953,053	-100%	
6 - Capital Income							
920002-00-6835-000 Long Service Leave Reserve - Salaries	0	-10,749	0	0	10,749	-100%	
920002-00-6847-000 Misc Entitlements Reserve	0	-19,000	0	0	19,000	-100%	
TOTAL 6 - Capital Income	0	-29,749	0	0	29,749	-100%	
TOTAL 920002 - Business Improvement	923,304	923,304	622,464	0	-923,304	-100%	
TOTAL 025 - Business Planning and Improvement	923,304	923,304	622,464	0	-923,304	-100%	
TOTAL 011 - People & Culture	936,766	886,149	602,767	14,272	-871,877	-98%	
TOTAL 05 - Chief Executive Officer	1,828,686	1,804,756	1,499,896	1,198,953	-605,803	-34%	
10 - Corporate & Governance							
015 - Governance							
040 - Executive Services							
920000 - Executive Services							
1 - Expenditure							
920000-00-1128-000 Photocopying	3,500	3,500	2,349	3,000	-500	-14%	
920000-00-1200-000 Salaries	462,146	462,146	480,686	461,350	-796	0%	
920000-00-1202-000 Allowances	200	200	187	250	50	25%	
920000-00-1204-000 Long Service Leave	0	49,000	48,893	0	-49,000	-100%	
920000-00-1208-000 Workers Compensation	4,854	4,854	5,014	4,846	-8	0%	
920000-00-1209-000 Superannuation	55,181	55,181	54,576	63,716	8,535	15%	
920000-00-1211-000 Fringe Benefits Tax	15,150	15,150	24,866	15,150	0	0%	
920000-00-1216-000 Agency Staff	5,000	5,000	0	5,000	0	0%	0% Leave cover - Governance Officer
920000-00-1226-000 Stationery	0	0	1,748	0	0	0%	
920000-00-1252-000 Equipment	2,500	2,500	23	1,000	-1,500	-60%	
920000-00-1263-000 Services - Advertising	1,000	1,000	534	1,000	0	0%	
920000-00-1267-000 Services - Courier	100	100	82	100	0	0%	
920000-00-1268-000 Services - Postal	43,000	35,000	26,531	35,000	0	0%	0% Postage, mail
920000-00-1270-000 Services - Legal	10,000	10,000	0	10,000	0	0%	0% Legal advice and opinions
920000-00-1317-000 Ins. Prem - Other	18,220	18,220	18,134	19,942	1,722	9%	
920000-00-1322-000 Telephone	6,721	6,721	5,041	5,151	-1,570	-23%	
920000-00-1327-000 Emergency Services Levy	0	0	1,091	0	0	0%	
920000-00-1330-000 Subscriptions	2,500	2,500	965	1,500	-1,000	-40%	-40% Professional Membership fees Institute of Public Administration Australia
920000-00-1373-000 Registration - Train/Conf	3,000	3,000	430	3,500	500	17%	17% Essential industry related seminars.
920000-00-1399-000 Miscellaneous	1,000	1,000	164	1,000	0	0%	
920000-00-1400-000 ABC Cost Allocation	123,914	123,914	105,394	150,313	26,399	21%	21% Activity Based Costing allocation based on updated drivers
920000-00-1119-000 Licenses	414	414	426	414	0	0%	0% Vehicle costs for Fleet 10.
920000-00-1201-000 Wages	960	960	677	480	-480	-50%	
920000-00-1216-000 Agency Staff	480	480	0	240	-240	-50%	
920000-00-1224-000 Fuel	5,504	5,504	2,406	3,512	-1,992	-36%	
920000-00-1225-000 External Repairs	392	392	1,634	784	392	100%	
920000-00-1314-000 Ins. Prem - Motor Vehicle	333	333	313	329	-4	-1%	
TOTAL 1 - Expenditure	766,069	807,069	782,164	787,577	-19,492	-2%	
4 - Income							
920000-00-4400-000 ABC Cost Recovery	0	0	0	-551,303	-551,303		New Activity Based Costing recovery based on updated drivers
TOTAL 4 - Income	0	0	0	-551,303	-551,303	New	
TOTAL 920000 - Executive Services	766,069	807,069	782,164	236,274	-570,795	-71%	
920001 - Compliance							
1 - Expenditure							
920001-00-1200-000 Salaries	226,623	226,623	194,865	231,958	5,335	2%	
920001-00-1202-000 Allowances	100	100	92	100	0	0%	
920001-00-1208-000 Workers Compensation	2,381	2,381	2,459	2,436	55	2%	
920001-00-1209-000 Superannuation	29,066	29,066	28,027	35,795	6,729	23%	
920001-00-1211-000 Fringe Benefits Tax	10,509	10,509	8,056	10,509	0	0%	
920001-00-1263-000 Services - Advertising	1,000	1,000	0	1,000	0	0%	
920001-00-1270-000 Services - Legal	2,500	2,500	0	2,500	0	0%	0% Legal Advice - Statutory Requirements
920001-00-1322-000 Telephone	541	541	445	464	-77	-14%	
920001-00-1373-000 Registration - Train/Conf	2,000	2,000	1,581	2,000	0	0%	0% Essential industry related seminars
920001-00-1399-000 Miscellaneous	100	100	0	100	0	0%	
920001-00-1400-000 ABC Cost Allocation	55,407	55,407	44,883	37,403	-18,004	-32%	-32% Activity Based Costing allocation based on updated drivers
920001-00-1119-000 Licenses	414	414	426	416	2	0%	0% Vehicle costs for Fleet 45.
920001-00-1201-000 Wages	960	960	37	480	-480	-50%	
920001-00-1221-000 Tyres	600	600	0	0	-600	-100%	
920001-00-1224-000 Fuel	2,656	2,656	2,298	3,060	404	15%	
920001-00-1225-000 External Repairs	900	900	495	900	0	0%	
920001-00-1314-000 Ins. Prem - Motor Vehicle	283	283	266	279	-4	-1%	
TOTAL 1 - Expenditure	336,039	336,039	283,932	329,400	-6,639	-2%	
3 - Capital Expenditure							
920001-32-3253-000 Fleet / Plant	44,875	44,875	0	0	-44,875	-100%	
TOTAL 3 - Capital Expenditure	44,875	44,875	0	0	-44,875	-100%	
6 - Capital Income							
920001-00-6253-000 Fleet / Plant	-31,413	-31,413	0	0	31,413	-100%	

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
TOTAL 6 - Capital Income	-31,413	-31,413	0	0	31,413	-100%	
TOTAL 920001 - Compliance	349,501	349,501	283,932	329,400	-20,101	-6%	
920002 - Business Improvement							
1 - Expenditure							
920002-00-1200-000 Salaries	0	0	0	179,721	179,721		Business Improvement staff relocated to Governance x2
920002-00-1202-000 Allowances	0	0	0	150	150		Business Improvement staff relocated to Governance x2
920002-00-1208-000 Workers Compensation	0	0	0	1,889	1,889		Business Improvement staff relocated to Governance x2
920002-00-1209-000 Superannuation	0	0	0	26,010	26,010		Business Improvement staff relocated to Governance x2
920002-00-1211-000 Fringe Benefits Tax	0	0	0	9,805	9,805		
920002-00-1227-000 Printing	0	0	0	1,500	1,500		Corporate Business Plan costs
920002-00-1271-000 Services - Other Consultants	0	0	0	5,000	5,000		Surveillance Audit
920002-00-1280-000 Services - Training	0	0	0	4,000	4,000		Training associated with new Standard, internal auditors & new systems.
920002-00-1322-000 Telephone	0	0	0	4,331	4,331		
920002-00-1330-000 Subscriptions	0	0	0	2,000	2,000		On-line Standards subscriptions
920002-00-1373-000 Registration - Train/Conf	0	0	0	1,000	1,000		
920002-00-1399-000 Miscellaneous	0	0	0	100	100		Couriers, parking etc.
920002-00-1400-000 ABC Cost Allocation	0	0	0	38,752	38,752		Activity Based Costing allocation based on updated drivers
920002-00-1314-000 Ins. Prem - Motor Vehicle	0	0	0	426	426		
TOTAL 1 - Expenditure	0	0	0	274,684	274,684	New	
TOTAL 920002 - Business Improvement	0	0	0	274,684	274,684	New	
920003 - Legal							
1 - Expenditure							
920003-00-1200-000 Salaries	64,110	64,110	0	52,313	-11,797	-18%	
920003-00-1202-000 Allowances	50	50	0	50	0	0%	
920003-00-1208-000 Workers Compensation	674	674	697	550	-124	-18%	
920003-00-1209-000 Superannuation	6,416	6,416	0	6,545	129	2%	
920003-00-1216-000 Agency Staff	0	50,000	44,926	0	-50,000	-100%	
920003-00-1270-000 Services - Legal	5,000	5,000	3,646	5,000	0	0%	
920003-00-1399-000 Miscellaneous	100	100	0	100	0	0%	
920003-00-1400-000 ABC Cost Allocation	14,897	14,897	12,520	7,934	-6,963	-47%	Activity Based Costing allocation based on updated drivers
TOTAL 1 - Expenditure	91,247	141,247	61,789	72,492	-68,755	-49%	
6 - Capital Income							
920003-00-6835-000 Long Service Leave Reserve - Salaries	0	-49,000	0	0	49,000	-100%	
TOTAL 6 - Capital Income	0	-49,000	0	0	49,000	-100%	
TOTAL 920003 - Legal	91,247	92,247	61,789	72,492	-19,755	-21%	
TOTAL 040 - Executive Services	1,206,817	1,248,817	1,127,885	912,849	-335,967	-27%	
060 - Records Management							
920500 - Records Management							
1 - Expenditure							
920500-00-1200-000 Salaries	522,401	522,401	415,910	535,513	13,112	3%	
920500-00-1202-000 Allowances	349	349	323	349	0	0%	
920500-00-1204-000 Long Service Leave	0	13,525	18,685	11,717	-1,808	-13%	
920500-00-1208-000 Workers Compensation	5,489	5,489	5,670	5,748	259	5%	
920500-00-1209-000 Superannuation	75,797	75,797	62,172	81,852	6,055	8%	
920500-00-1211-000 Fringe Benefits Tax	1,387	1,387	960	1,387	0	0%	
920500-00-1224-000 Fuel	1,500	1,500	201	0	-1,500	-100%	
920500-00-1226-000 Stationery	3,000	3,000	1,733	3,000	0	0%	
920500-00-1239-000 Consumables	200	200	7	200	0	0%	
920500-00-1252-000 Equipment	1,000	1,000	0	1,000	0	0%	Equipment Service and repairs - Scanner - Letter Opener
920500-00-1263-000 Services - Advertising	0	0	274	0	0	0%	
920500-00-1271-000 Services - Other Consultants	1,000	1,000	0	0	-1,000	-100%	
920500-00-1275-000 Services - Record Storage	22,000	22,000	20,392	25,000	3,000	14%	Offsite records storage & associated services
920500-00-1322-000 Telephone	4,667	4,667	3,562	3,677	-990	-21%	Utilities budgeted based on current year forecasts.
920500-00-1330-000 Subscriptions	700	700	573	700	0	0%	Corporate Memberships - Records and Information Management Professionals Australasia
920500-00-1373-000 Registration - Train/Conf	1,500	1,500	258	1,500	0	0%	Essential industry related seminars
920500-00-1399-000 Miscellaneous	250	250	188	250	0	0%	
920500-00-1400-000 ABC Cost Allocation	182,250	182,250	152,441	216,078	33,828	19%	Activity Based Costing allocation based on updated drivers
920500-10-1226-000 Stationery	0	0	70	0	0	0%	
TOTAL 1 - Expenditure	823,490	837,015	683,419	867,971	50,957	6%	
4 - Income							
920500-00-4115-000 Freedom of Information	-1,500	-1,500	-1,208	-1,500	0	0%	
920500-00-4399-000 Miscellaneous	-50	-50	0	-500	-450	900%	
920500-00-4400-000 ABC Cost Recovery	-821,940	-821,940	-681,082	-885,974	-64,034	8%	Activity Based Costing recovery based on updated drivers
TOTAL 4 - Income	-823,490	-823,490	-682,290	-867,974	-64,484	8%	
6 - Capital Income							
920500-00-6835-000 Long Service Leave Reserve - Salaries	0	-13,525	0	-11,717	1,808	-13%	
TOTAL 6 - Capital Income	0	-13,525	0	-11,717	1,808	-13%	
TOTAL 920500 - Records Management	0	0	1,129	-11,720	-11,720	58597800%	
TOTAL 060 - Records Management	0	0	1,129	-11,720	-11,720	58597800%	
070 - Governance							
921500 - Governance							
1 - Expenditure							
921500-00-1128-000 Photocopying	10,000	10,000	4,911	7,000	-3,000	-30%	Agenda / Minute preparation.
921500-00-1200-000 Salaries	0	0	2,024	0	0	0%	
921500-00-1226-000 Stationery	2,000	2,000	2,323	3,000	1,000	50%	
921500-00-1227-000 Printing	1,500	1,500	0	1,500	0	0%	
921500-00-1252-000 Equipment	5,500	5,500	109	5,500	0	0%	
921500-00-1263-000 Services - Advertising	5,000	5,000	5,592	5,000	0	0%	Local Laws, Meeting Dates etc.
921500-00-1265-000 Services - Equipment Maint.	2,000	2,000	0	2,000	0	0%	Service - Letter Folding Machine
921500-00-1270-000 Services - Legal	30,000	30,000	22,312	30,000	0	0%	Governance legal costs, opinions and advice. Standing Orders Local Law review.

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
921500-00-1279-000 Services - Other	15,000	15,000	5,179	18,000	3,000	20%	Asset Management Advisory Committee Attendance, other Consultants, Standards Panel Fees
921500-00-1317-000 Ins. Prem - Other	16,505	16,505	16,427	18,005	1,560	9%	
921500-00-1318-000 Insurance - Self Insurance	0	0	500	0	0	0%	
921500-00-1322-000 Telephone	2,914	2,914	2,542	2,602	-312	-11%	
921500-00-1330-000 Subscriptions	55,000	55,000	52,737	55,000	0	0%	WA Local Government Association and Local Government Professionals Membership.
921500-00-1332-000 Advertising	3,000	3,000	1,144	3,000	0	0%	
921500-00-1371-000 Travel - Conferences	1,000	1,000	277	1,000	0	0%	
921500-00-1372-000 Accommodation - Conferences	1,000	1,000	0	1,000	0	0%	
921500-00-1373-000 Registration - Train/Conf	6,000	10,000	9,312	10,000	0	0%	Legislated or required Councilor training.
921500-00-1378-000 Councilors Expense Allowance	33,000	33,000	24,965	33,000	0	0%	Salaries & Allowances Tribunal Determination 7/4/22
921500-00-1379-000 Deputy Mayoral Allowance	22,438	22,438	16,889	23,000	562	3%	Salaries & Allowances Tribunal Determination 7/4/22
921500-00-1380-000 Mayoral - Allowance	89,753	89,753	64,690	94,997	5,244	6%	Salaries & Allowances Tribunal Determination 7/4/22
921500-00-1381-000 Members - Sitting Fee	300,940	300,940	224,405	308,464	7,524	3%	Salaries & Allowances Tribunal Determination 7/4/22
921500-00-1382-000 Election Expenses	110,000	100,000	98,990	5,000	-95,000	-95%	Contingency
921500-00-1383-000 Ceremonies	2,000	2,000	273	2,000	0	0%	
921500-00-1387-000 Food - Other	0	0	527	0	0	0%	
921500-00-1399-000 Miscellaneous	4,000	4,000	4,622	5,000	1,000	25%	
921500-00-1400-000 ABC Cost Allocation	2,691,032	2,691,032	2,224,629	3,020,762	329,750	12%	Activity Based Costing allocation based on updated drivers
921500-00-1119-000 Licenses	414	414	0	414	0	0%	Vehicle costs for Fleet 0
921500-00-1201-000 Wages	894	894	0	480	-414	-46%	
921500-00-1216-000 Agency Staff	298	298	0	240	-58	-19%	
921500-00-1224-000 Fuel	875	875	0	846	-29	-3%	
921500-00-1225-000 External Repairs	900	900	0	400	-500	-56%	
TOTAL 1 - Expenditure	3,412,963	3,406,963	2,785,379	3,657,290	250,327	7%	
4 - Income							
921500-00-4399-000 Miscellaneous	0	0	-1,698	0	0	0%	
TOTAL 4 - Income	0	0	-1,698	0	0	0%	
6 - Capital Income							
921500-00-6830-000 Election expenses reserve	-110,000	-99,000	0	0	99,000	-100%	
TOTAL 6 - Capital Income	-110,000	-99,000	0	0	99,000	-100%	
TOTAL 921500 - Governance	3,302,963	3,307,963	2,783,681	3,657,290	349,327	11%	
TOTAL 070 - Governance	3,302,963	3,307,963	2,783,681	3,657,290	349,327	11%	
080 - Belmont Trust							
921600 - Belmont Trust							
1 - Expenditure							
921600-00-1030-000 Grant - Community Services	0	0	4,900	0	0	0%	
921600-00-1270-000 Services - Legal	80,000	80,000	9,906	80,000	0	0%	
921600-00-1271-000 Services - Other Consultants	100,000	100,000	68,812	100,000	0	0%	Consultant Fees - Strategic Plan/Funding determinations
TOTAL 1 - Expenditure	180,000	180,000	83,618	180,000	0	0%	
3 - Capital Expenditure							
** 921600-00-3854-000 Belmont Trust Reserve	6,712	6,712	0	18,131	11,419	170%	Interest on reserve
TOTAL 3 - Capital Expenditure	6,712	6,712	0	18,131	11,419	170%	
4 - Income							
921600-00-4854-000 Belmont Trust Reserve	-6,712	-6,712	0	-18,131	-11,419	170%	Based on average 12 month term deposit rate.
TOTAL 4 - Income	-6,712	-6,712	0	-18,131	-11,419	170%	
6 - Capital Income							
921600-00-6854-000 Belmont Trust Reserve	-187,224	-187,224	0	-186,443	781	0%	Net costs are funded by the Belmont Trust Reserve.
TOTAL 6 - Capital Income	-187,224	-187,224	0	-186,443	781	0%	
TOTAL 921600 - Belmont Trust	-7,224	-7,224	83,618	-6,443	781	-11%	
P14300 - Belmont Trust - Gen Mtce							
1 - Expenditure							
TOTAL 1 - Expenditure	7,224	6,101	6,441	6,443	342	6%	
TOTAL P14300 - Belmont Trust - Gen Mtce	7,224	6,101	6,441	6,443	342	6%	
TOTAL 080 - Belmont Trust	0	-1,123	90,059	0	1,123	-100%	
110 - Risk & Insurance							
914500 - Insurance							
1 - Expenditure							
914500-00-1072-000 Reimb - Insurance Claims	5,000	5,000	17,583	5,000	0	0%	
914500-00-1310-000 Ins. Prem - Property	255,000	255,000	261,504	285,039	30,039	12%	
914500-00-1311-000 Ins. Prem - Public Liability	243,000	243,000	235,519	249,650	6,650	3%	
914500-00-1314-000 Ins. Prem - Motor Vehicle	69,000	69,000	64,765	68,003	-997	-1%	
914500-00-1315-000 Ins. Prem - Personal Risk	430	430	1,175	1,234	804	187%	
914500-00-1317-000 Ins. Prem - Other	54,810	54,810	67,343	74,751	19,941	36%	
914500-00-1318-000 Insurance - Self Insurance	500	500	1,500	1,500	1,000	200%	
914500-00-1319-000 Ins. Prem - Workers Comp	270,000	270,000	346,980	261,202	-8,798	-3%	Workers Compensation premiums based on expected staff costs.
TOTAL 1 - Expenditure	897,740	897,740	996,368	946,379	48,639	5%	
4 - Income							
914500-00-4072-000 Reimb - Insurance Claims	-5,000	-5,000	-101,349	-5,000	0	0%	Receipt of amounts recovered for full repairs minus excess.
914500-00-4310-000 Ins. Prem - Property	-255,000	-255,000	-261,729	-285,039	-30,039	12%	
914500-00-4311-000 Ins. Prem - Public Liability	-243,000	-243,000	-235,519	-249,650	-6,650	3%	
914500-00-4314-000 Ins. Prem - Motor Vehicle	-68,998	-68,998	-64,765	-68,002	996	-1%	
914500-00-4315-000 Ins. Prem - Personal Risk	-430	-430	-1,175	-1,234	-804	187%	
914500-00-4317-000 Ins. Prem - Other	-54,810	-54,810	-66,887	-74,751	-19,941	36%	
914500-00-4318-000 Insurance - Self Insurance	-500	-500	0	-1,500	-1,000	200%	
914500-00-4319-000 Ins. Prem - Workers Comp	-240,853	-240,853	-248,764	-237,984	2,869	-1%	
TOTAL 4 - Income	-868,591	-868,591	-970,188	-923,160	-54,569	6%	
6 - Capital Income							
914500-00-6844-000 Workers Comp/Insurance Reserve	-29,149	-29,149	0	0	29,149	-100%	

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
TOTAL 6 - Capital Income	-29,149	-29,149	0	0	29,149	-100%	
TOTAL 914500 - Insurance	0	0	26,180	23,219	23,219	-38698433%	
920004 - Business Continuity							
1 - Expenditure							
920004-00-1200-000 Salaries	190,799	190,799	113,492	188,715	-2,084	-1%	
920004-00-1202-000 Allowances	100	100	78	100	0	0%	
920004-00-1208-000 Workers Compensation	2,005	2,005	2,072	1,982	-23	-1%	
920004-00-1209-000 Superannuation	27,681	27,681	15,737	29,266	1,585	6%	
920004-00-1211-000 Fringe Benefits Tax	0	0	7,563	0	0	0%	
920004-00-1263-000 Services - Advertising	0	0	380	0	0	0%	
920004-00-1322-000 Telephone	0	0	67	0	0	0%	
920004-00-1330-000 Subscriptions	2,000	2,000	0	2,000	0	0%	Industry Memberships - Business Continuity Institute
920004-00-1373-000 Registration - Train/Conf	3,000	3,000	490	3,000	0	0%	Risk Management Institute of Australasia fees, Industry Specific Training
920004-00-1399-000 Miscellaneous	500	500	183	500	0	0%	
920004-00-1400-000 ABC Cost Allocation	42,858	42,858	34,805	58,935	16,077	38%	Activity Based Costing allocation based on updated drivers
920004-00-1119-000 Licenses	0	0	0	414	414	New	Vehicle costs for Fleet 80.
920004-00-1201-000 Wages	0	0	0	480	480	New	
920004-00-1216-000 Agency Staff	0	0	0	240	240	New	
920004-00-1221-000 Tyres	0	0	0	500	500	New	
920004-00-1224-000 Fuel	0	0	0	2,466	2,466	New	
920004-00-1225-000 External Repairs	0	0	0	1,500	1,500	New	
920004-00-1314-000 Ins. Prem - Motor Vehicle	432	432	406	426	-6	-1%	
TOTAL 1 - Expenditure	269,375	269,375	175,273	290,524	21,149	8%	
3 - Capital Expenditure							
920004-32-3253-000 Fleet / Plant	0	0	0	26,000	26,000	New	Vehicle purchase Fleet 80.
TOTAL 3 - Capital Expenditure	0	0	0	26,000	26,000	New	
6 - Capital Income							
920004-00-6253-000 Fleet / Plant	0	0	0	-26,372	-26,372	New	Income sale Fleet 80.
TOTAL 6 - Capital Income	0	0	0	-26,372	-26,372	New	
TOTAL 920004 - Business Continuity	269,375	269,375	175,273	290,152	20,777	8%	
TOTAL 110 - Risk & Insurance	269,375	269,375	201,454	313,371	43,996	16%	
TOTAL 015 - Governance	4,779,155	4,825,032	4,294,208	4,871,791	46,799	1%	
020 - Finance							
090 - Finance							
911000 - Finance Department							
1 - Expenditure							
911000-00-1200-000 Salaries	1,383,775	1,383,775	1,144,288	1,328,435	-55,340	-4%	
911000-00-1202-000 Allowances	699	699	552	649	-50	-7%	
911000-00-1204-000 Long Service Leave	29,117	50,000	53,310	8,004	-41,996	-84%	
911000-00-1207-000 Employee Entitlements	0	20,000	18,127	0	-20,000	-100%	
911000-00-1208-000 Workers Compensation	14,843	15,332	15,332	14,038	-1,294	-8%	
911000-00-1209-000 Superannuation	181,172	181,172	155,573	196,546	15,374	8%	
911000-00-1211-000 Fringe Benefits Tax	39,683	39,683	28,820	35,000	-4,683	-12%	
911000-00-1216-000 Agency Staff	1,000	1,000	17,312	30,000	29,000	2900%	Agency staff for current vacancies
911000-00-1224-000 Fuel	1,700	1,700	1,693	1,700	0	0%	Based on current estimates
911000-00-1226-000 Stationery	3,500	3,500	2,196	3,500	0	0%	
911000-00-1227-000 Printing	1,350	1,350	745	1,350	0	0%	
911000-00-1231-000 Software - Other	1,800	1,800	1,642	1,800	0	0%	
911000-00-1234-000 Uniforms/Protective Clothing	100	100	0	0	-100	-100%	
911000-00-1240-000 Safety Equipment	0	0	131	250	250	New	
911000-00-1252-000 Equipment	2,000	5,000	2,969	7,500	2,500	50%	Stand up desks for staff
911000-00-1263-000 Services - Advertising	8,000	8,000	1,849	5,000	-3,000	-38%	Includes advertising differential rates as part of the budget process.
911000-00-1269-000 Services - Audit	57,000	57,000	62,266	62,000	5,000	9%	Factored in an increase in cost for audit
911000-00-1270-000 Services - Legal	0	0	2,240	0	0	0%	
911000-00-1271-000 Services - Other Consultants	40,000	40,000	29,480	20,000	-20,000	-50%	Allows for revaluation of the road network as per statutory requirements.
911000-00-1272-000 Services - Banking (Input Txd)	20,000	20,000	21,663	22,000	2,000	10%	Includes both banking and investment services.
911000-00-1280-000 Services - Training	0	0	195	0	0	0%	
911000-00-1317-000 Ins. Prem - Other	5,421	5,421	5,395	5,933	512	9%	
911000-00-1318-000 Insurance - Self Insurance	0	0	500	0	0	0%	
911000-00-1322-000 Telephone	11,433	11,433	8,678	8,872	-2,561	-22%	
911000-00-1330-000 Subscriptions	4,300	4,300	3,868	4,500	200	5%	Subscription costs including professional fees for Australian Institute of Company Directors, Local Government Managers Australia & Certified Practising Accountant plus other subscriptions in relation to procurement.
911000-00-1373-000 Registration - Train/Conf	2,000	2,000	3,569	10,000	8,000	400%	March: Additional training required for new staff
911000-00-1384-000 Other Functions	1,500	1,500	0	1,500	0	0%	
911000-00-1399-000 Miscellaneous	1,000	1,000	2,099	2,000	1,000	100%	
911000-00-1400-000 ABC Cost Allocation	317,311	317,311	267,750	398,045	80,734	25%	Activity Based Costing allocation based on updated drivers
911000-00-1119-000 Licenses	1,242	1,242	1,676	828	-414	-33%	Vehicle costs for Fleet 15 and 63.
911000-00-1201-000 Wages	1,440	1,440	660	960	-480	-33%	
911000-00-1216-000 Agency Staff	720	720	50	480	-240	-33%	
911000-00-1224-000 Fuel	8,496	8,496	6,218	7,128	-1,368	-16%	
911000-00-1225-000 External Repairs	1,176	1,176	3,792	1,532	356	30%	
911000-00-1314-000 Ins. Prem - Motor Vehicle	973	973	913	959	-14	-1%	
TOTAL 1 - Expenditure	2,142,750	2,187,122	1,865,541	2,180,509	-6,613	0%	
4 - Income							
911000-00-4135-000 Administration Fee	-5,000	-5,000	-3,088	-5,000	0	0%	Building And Construction Industry Training Fund fees and commissions
911000-00-4204-000 Long Service Leave	0	0	9,494	0	0	0%	
911000-00-4399-000 Miscellaneous	-200	-200	-330	-300	-100	50%	
911000-00-4400-000 ABC Cost Recovery	-2,133,450	-2,133,450	-1,868,059	-2,175,208	-41,758	2%	Activity Based Costing recovery based on updated drivers
TOTAL 4 - Income	-2,138,650	-2,138,650	-1,861,862	-2,180,508	-41,858	2%	
6 - Capital Income							
911000-00-6835-000 Long Service Leave Reserve - Salaries	-29,117	-50,000	0	-8,004	41,996	-84%	Long Service Leave funded from reserve.
911000-00-6847-000 Misc Entitlements Reserve	0	-20,000	0	0	20,000	-100%	

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
TOTAL 6 - Capital Income	-29,117	-70,000	0	-8,004	61,996	-89%	
TOTAL 911000 - Finance Department	-25,017	-21,528	3,558	-8,003	13,525	-63%	
TOTAL 090 - Finance	-25,017	-21,528	3,558	-8,003	13,525	-63%	
100 - Financing Activities							
913500 - Financing Activities							
1 - Expenditure							
913500-00-1059-000 Cont - Other	5,000	5,000	0	0	-5,000	-100%	
913500-00-1746-000 Loans - Recreation & Cult	597,365	597,365	552,283	571,292	-26,073	-4%	Repayment of loan 183 - interest and debenture fees
TOTAL 1 - Expenditure	602,365	602,365	552,283	571,292	-31,073	-5%	
3 - Capital Expenditure							
913500-32-3746-000 Loans - Recreation & Cult	573,170	573,170	573,170	595,216	22,046	4%	Repayment of loan 183
TOTAL 3 - Capital Expenditure	573,170	573,170	573,170	595,216	22,046	4%	
4 - Income							
913500-00-4164-000 Interest - Bank	-128,000	-100,000	-119,967	-120,000	-20,000	20%	Returns based on advice from independent fund advisor.
913500-00-4820-000 Information Technology Reserve	-8,518	-8,518	-5,958	-16,156	-7,638	90%	Returns based on advice from independent fund advisor.
913500-00-4821-000 Administration Building Reserve	-1,733	-1,733	-998	-2,875	-1,142	66%	Returns based on advice from independent fund advisor.
913500-00-4822-000 Aged persons housing reserve	-7,564	-7,564	-3,633	-9,404	-1,840	24%	Returns based on advice from independent fund advisor.
913500-00-4823-000 Streetscapes reserve	-3,612	-3,612	-1,872	-5,993	-2,381	66%	Returns based on advice from independent fund advisor.
913500-00-4825-000 Aged Community Care Reserve	-1,247	-1,247	-833	-2,667	-1,420	114%	Returns based on advice from independent fund advisor.
913500-00-4826-000 Belmont District Band reserve	-323	-323	-179	-572	-249	77%	Returns based on advice from independent fund advisor.
913500-00-4829-000 District valuation reserve	-713	-713	-804	-3,175	-2,462	345%	Returns based on advice from independent fund advisor.
913500-00-4830-000 Election expenses reserve	-557	-557	-478	-942	-385	69%	Returns based on advice from independent fund advisor.
913500-00-4831-000 Faulkner Park Ret. Vill. owner	-3,841	-3,841	-2,091	-7,320	-3,479	91%	Returns based on advice from independent fund advisor.
913500-00-4833-000 Land acquisition reserve	-67,624	-67,624	-35,051	-111,840	-44,216	65%	Returns based on advice from independent fund advisor.
913500-00-4835-000 Long Service Leave Reserve - Salaries	-15,359	-15,359	-8,306	-24,188	-8,829	57%	Returns based on advice from independent fund advisor.
913500-00-4836-000 Long Service Leave Reserve - Wages	-3,391	-3,391	-1,548	-4,731	-1,340	40%	Returns based on advice from independent fund advisor.
913500-00-4837-000 Environment reserve	-750	-750	-389	-12,584	-11,834	1578%	Returns based on advice from independent fund advisor.
913500-00-4838-000 Plant replacement reserve	-8,661	-8,661	-3,105	-9,492	-831	10%	Returns based on advice from independent fund advisor.
913500-00-4839-000 Property development reserve	-65,193	-65,193	-35,657	-143,839	-78,646	121%	Returns based on advice from independent fund advisor.
913500-00-4840-000 Ruth Faulkner library reserve	-337	-337	-175	-559	-222	66%	Returns based on advice from independent fund advisor.
913500-00-4841-000 Waste Management Reserve	-20,682	-20,682	-17,353	-67,219	-46,537	225%	Returns based on advice from independent fund advisor.
913500-00-4843-000 History Reserve	-1,046	-1,046	-633	-1,739	-693	66%	Returns based on advice from independent fund advisor.
913500-00-4844-000 Workers Comp/Insurance Reserve	-11,947	-11,947	-6,192	-18,040	-6,093	51%	Returns based on advice from independent fund advisor.
913500-00-4845-000 Building maintenance reserve	-47,473	-47,473	-21,474	-50,608	-3,135	7%	Returns based on advice from independent fund advisor.
913500-00-4846-000 HomesWest Reserve	-6,074	-6,074	-3,261	-10,841	-4,767	78%	Returns based on advice from independent fund advisor.
913500-00-4847-000 Misc Entitlements Reserve	-1,995	-1,995	-665	-5,761	-3,766	189%	Returns based on advice from independent fund advisor.
913500-00-4848-000 Ascot Waters Marina Mtc & Rest	-7,508	-7,508	-3,859	-11,752	-4,244	57%	
913500-00-4849-000 Retirement Village Buy Back Res	-17,276	-17,276	-8,955	-29,334	-12,058	70%	
913500-00-4850-000 Public Art Reserve	-2,903	-2,903	-1,504	-4,816	-1,913	66%	
913500-00-4851-000 Aged Services Reserve	-7,818	-7,818	-4,052	-12,972	-5,154	66%	
913500-00-4853-000 Car Parking Reserve	-455	-455	-236	-754	-299	66%	
913500-00-4854-000 Belmont Trust Reserve	0	0	-6,366	0	0	0%	
913500-00-4855-000 Urban Forest Strategic Management Reserve	-853	-853	-442	-1,415	-562	66%	
913500-00-4856-000 Belmont Oasis Refurbishment Reserve	-30,389	-30,389	-15,751	-50,421	-20,032	66%	
TOTAL 4 - Income	-473,842	-445,842	-311,687	-742,009	-296,167	66%	
6 - Capital Income							
913500-00-6546-000 Loan Repayment - BSR	-10,000	-10,000	0	0	10,000	-100%	
TOTAL 6 - Capital Income	-10,000	-10,000	0	0	10,000	-100%	
TOTAL 913500 - Financing Activities	691,693	719,693	813,767	424,499	-295,194	-41%	
914000 - Reimbursements							
1 - Expenditure							
914000-00-1073-000 Reimb - Utilities	125,369	125,369	101,363	122,246	-3,123	-2%	
914000-00-1077-000 Reimb - Miscellaneous	40,000	40,000	41,567	40,000	0	0%	Various reimbursements although predominantly paid parental leave payments.
914000-00-1208-000 Workers Compensation	80,000	80,000	73,937	80,000	0	0%	Workers Compensation claims reimbursed by Local Government Insurance Service
914000-00-1215-000 Wages Suspense	0	0	45,949	0	0	0%	
TOTAL 1 - Expenditure	245,369	245,369	262,816	242,246	-3,123	-1%	
4 - Income							
914000-00-4073-000 Reimb - Utilities	-125,369	-125,369	-100,668	-124,957	412	0%	
914000-00-4077-000 Reimb - Miscellaneous	-40,000	-40,000	-40,256	-40,000	0	0%	
914000-00-4208-000 Workers Compensation	-80,000	-80,000	-73,937	-80,000	0	0%	
TOTAL 4 - Income	-245,369	-245,369	-214,861	-244,957	412	0%	
TOTAL 914000 - Reimbursements	0	0	47,955	-2,711	-2,711	New	
914001 - Emergency Response Reimbursements							
1 - Expenditure							
914001-00-1201-000 Wages	1,500	1,500	0	10,000	8,500	567%	Relates to work performed by the City as part of an emergency response (e.g. fire, COVID etc)
914001-00-1216-000 Agency Staff	1,500	1,500	0	10,000	8,500	567%	Relates to work performed by the City as part of an emergency response (e.g. fire, COVID etc)
914001-00-1219-000 Overheads	2,000	2,000	0	2,000	0	0%	
914001-00-1222-000 Materials	200	200	0	2,000	1,800	900%	
914001-00-1226-000 Stationery	800	800	0	500	-300	-38%	
914001-00-1234-000 Uniforms/Protective Clothing	0	0	18,593	10,000	10,000	New	Relates to work performed by the City as part of an emergency response (e.g. fire, COVID etc)
914001-00-1276-000 Services - Security	0	0	20,127	0	0	0%	
914001-10-1201-000 Wages	0	0	676	0	0	0%	
914001-10-1219-000 Overheads	0	0	676	0	0	0%	
TOTAL 1 - Expenditure	6,000	6,000	40,673	34,500	28,500	475%	
4 - Income							
914001-00-4080-000 Reimbursement - Services	-6,000	-6,000	0	-34,500	-28,500	475%	Reimbursement of Emergency event expenses
TOTAL 4 - Income	-6,000	-6,000	0	-34,500	-28,500	475%	
TOTAL 914001 - Emergency Response Reimbursements	0	0	40,673	0	0	0%	
914002 - Emergency Response Reimbursements Event 2							

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
1 - Expenditure							
914002-00-1201-000 Wages	1,500	1,500	0	0	-1,500	-100%	
914002-00-1216-000 Agency Staff	1,500	1,500	0	0	-1,500	-100%	
914002-00-1219-000 Overheads	2,000	2,000	0	0	-2,000	-100%	
914002-00-1222-000 Materials	200	200	0	0	-200	-100%	
914002-00-1279-000 Services - Other	800	800	0	0	-800	-100%	
TOTAL 1 - Expenditure	6,000	6,000	0	0	-6,000	-100%	
4 - Income							
914002-00-4080-000 Reimbursement - Services	-6,000	-6,000	0	0	6,000	-100%	
TOTAL 4 - Income	-6,000	-6,000	0	0	6,000	-100%	
TOTAL 914002 - Emergency Response Reimbursements Event 2	0	0	0	0	0	0%	
TOTAL 100 - Financing Activities	691,693	719,693	901,794	421,788	-297,905	-41%	
120 - Reserve Transfers							
915000 - Transfer To Reserve							
3 - Capital Expenditure							
** 915000-00-3820-000 Information Technology Reserve	8,518	8,518	0	16,156	7,638	90%	Reserve interest transferred to reserve.
** 915000-00-3821-000 Administration building reserv	1,733	1,733	0	2,875	1,142	66%	Reserve interest transferred to reserve.
** 915000-00-3822-000 Aged persons housing reserve	7,564	7,564	0	9,404	1,840	24%	Reserve interest transferred to reserve.
** 915000-00-3823-000 Streetscapes reserve	3,612	3,612	0	5,993	2,381	66%	Reserve interest transferred to reserve.
** 915000-00-3825-000 Aged Community Care Reserve	1,247	1,247	0	2,667	1,420	114%	Reserve interest transferred to reserve.
** 915000-00-3826-000 Belmont District Band reserve	323	323	0	572	249	77%	Reserve interest transferred to reserve.
** 915000-00-3829-000 District valuation reserve	50,713	50,713	0	88,175	37,462	74%	Reserve interest transferred to reserve plus annual contribution.
** 915000-00-3830-000 Election expenses reserve	50,557	50,557	0	50,942	385	1%	Reserve interest transferred to reserve plus annual contribution.
** 915000-00-3831-000 Faulkner Park Ret. Vill. owner	3,841	3,841	0	7,320	3,479	91%	Reserve interest transferred to reserve.
** 915000-00-3833-000 Land acquisition reserve	67,624	67,624	0	111,840	44,216	65%	Reserve interest transferred to reserve.
** 915000-00-3835-000 Long Service Leave Reserve - Salaries	365,359	365,359	0	24,188	-341,171	-93%	Reserve interest transferred to reserve.
** 915000-00-3836-000 Long Service Leave Reserve - Wages	53,391	53,391	0	4,731	-48,660	-91%	Reserve interest transferred to reserve.
** 915000-00-3837-000 Environment reserve	750	750	0	12,584	11,834	1578%	Reserve interest transferred to reserve.
** 915000-00-3838-000 Plant replacement reserve	152,803	152,803	0	9,492	-143,311	-94%	Reserve interest transferred to reserve.
** 915000-00-3839-000 Property development reserve	65,193	2,770,690	0	143,839	-2,626,851	-95%	Reserve interest transferred to reserve.
** 915000-00-3840-000 Ruth Faulkner library reserve	337	337	0	559	222	66%	Reserve interest transferred to reserve.
** 915000-00-3841-000 Waste Management Reserve	20,682	642,961	0	67,219	-575,742	-90%	Reserve interest transferred to reserve.
** 915000-00-3843-000 History Reserve	1,046	1,046	0	1,737	691	66%	Reserve interest transferred to reserve.
** 915000-00-3844-000 Workers Comp/Insurance Reserve	11,947	11,947	0	18,040	6,093	51%	Reserve interest transferred to reserve.
** 915000-00-3845-000 Building maintenance reserve	47,473	47,473	0	50,608	3,135	7%	Reserve interest transferred to reserve.
** 915000-00-3846-000 HomesWest Reserve	6,074	6,074	0	10,841	4,767	78%	Reserve interest transferred to reserve.
** 915000-00-3847-000 Misc Entitlements Reserve	1,995	751,995	0	5,761	-746,234	-99%	Reserve interest transferred to reserve.
** 915000-00-3848-000 Ascot Waters Marina Mtc & Rest	7,508	7,508	0	11,752	4,244	57%	Reserve interest transferred to reserve.
** 915000-00-3849-000 Retirement Village Buy Back Res	17,276	17,276	0	29,334	12,058	70%	Reserve interest transferred to reserve.
** 915000-00-3850-000 Public Art Reserve	2,903	2,903	0	4,816	1,913	66%	Reserve interest transferred to reserve.
** 915000-00-3851-000 Aged Services Reserve	7,818	7,818	0	12,972	5,154	66%	Reserve interest transferred to reserve.
** 915000-00-3853-000 Car Parking Reserve	455	455	0	754	299	66%	Reserve interest transferred to reserve.
** 915000-00-3855-000 Urban Forest Strategic Management Reserve	853	853	0	1,415	562	66%	Reserve interest transferred to reserve.
** 915000-00-3856-000 Belmont Oasis Refurbishment Reserve	30,389	30,389	0	50,421	20,032	66%	Reserve interest transferred to reserve.
TOTAL 3 - Capital Expenditure	989,984	5,067,760	0	767,007	-4,310,753	-85%	
TOTAL 915000 - Transfer To Reserve	989,984	5,067,760	0	767,007	-4,310,753	-85%	
TOTAL 120 - Reserve Transfers	989,984	5,067,760	0	767,007	-4,310,753	-85%	
130 - Rates							
910000 - Rates							
1 - Expenditure							
910000-00-1128-000 Photocopying	1,500	1,500	895	1,500	0	0%	
910000-00-1200-000 Salaries	363,044	363,044	268,241	318,378	-44,666	-12%	
910000-00-1202-000 Allowances	200	200	144	200	0	0%	
910000-00-1204-000 Long Service Leave	0	0	0	24,313	24,313	New	
910000-00-1208-000 Workers Compensation	3,814	3,814	3,939	3,600	-214	-6%	
910000-00-1209-000 Superannuation	50,675	50,675	35,927	48,077	-2,598	-5%	
910000-00-1211-000 Fringe Benefits Tax	3,368	3,368	3,156	3,368	0	0%	
910000-00-1216-000 Agency Staff	0	0	10,936	30,000	30,000	New	Agency costs to cover vacancies
910000-00-1224-000 Fuel	2,500	2,500	2,774	2,700	200	8%	
910000-00-1226-000 Stationery	2,000	2,000	1,915	2,000	0	0%	
910000-00-1227-000 Printing	36,000	36,000	36,941	37,000	1,000	3%	Relates predominantly to rates notices and also includes the agent portal costs used for uploading notices.
910000-00-1252-000 Equipment	0	0	363	500	500	New	
910000-00-1263-000 Services - Advertising	1,000	1,000	5,001	5,000	4,000	400%	Differential rating advertising
910000-00-1268-000 Services - Postal	27,000	27,000	7,840	25,000	-2,000	-7%	Postage costs for rates notices, instalment and final demands
910000-00-1270-000 Services - Legal	10,000	10,000	0	7,500	-2,500	-25%	Anticipated that as the economy continues to recover some legal costs including demand letters and claims will be initiated to collect outstanding rates.
910000-00-1271-000 Services - Other Consultants	25,000	20,000	11,364	270,000	250,000	1250%	Valuations for 2023/4 - per Landgate \$250K and interim valuations \$20K
910000-00-1272-000 Services - Banking (Input Txd)	82,000	82,000	94,892	90,000	8,000	10%	Merchant fees for card payments.
910000-00-1322-000 Telephone	2,093	2,093	1,597	1,649	-444	-21%	
910000-00-1333-000 Discount Allowed	1,713,287	1,801,000	1,800,012	1,850,000	49,000	3%	5% discount including Perth Airport Ex gratia rates discount
910000-00-1371-000 Travel - Conferences	100	100	0	0	-100	-100%	
910000-00-1373-000 Registration - Train/Conf	1,000	2,500	1,645	4,000	1,500	60%	Training for new staff in rates
910000-00-1399-000 Miscellaneous	1,000	1,000	720	1,000	0	0%	
910000-00-1400-000 ABC Cost Allocation	379,047	379,047	320,951	468,684	89,637	24%	Activity Based Costing allocation based on updated drivers
TOTAL 1 - Expenditure	2,704,628	2,788,841	2,609,255	3,194,469	405,628	15%	
4 - Income							
910000-00-4000-000 General Rates - Residential	-21,465,530	-21,465,530	-21,568,459	-22,433,557	-968,027	5%	Interim rates
910000-00-4001-000 General Rates - Commercial	-9,981,043	-9,981,043	-9,884,099	-10,233,489	-252,446	3%	Interim rates
910000-00-4002-000 General Rates - Industrial	-8,765,013	-8,765,013	-8,857,893	-9,222,843	-457,830	5%	Interim rates
910000-00-4009-000 Ex Gratia Rates	-12,276,035	-12,276,035	-12,301,130	-12,648,831	-372,796	3%	Based on 3.5% increase
910000-00-4108-000 Administration - ESL	-45,000	-45,000	-44,892	-45,000	0	0%	Emergency Services Levy - admin fees
910000-00-4109-000 Deferred Rates Interest	-3,000	-3,000	0	-3,500	-500	17%	Interest paid by Revenue WA for deferred rates.
910000-00-4110-000 Instalment Fee	-114,000	-112,000	-111,600	-115,078	-3,078	3%	Instalment fee as per Fees & Charges
910000-00-4111-000 Penalty Interest	-60,000	-60,000	-107,605	-91,367	-31,367	52%	Penalty interest on overdue rates. Based on prior year which includes an allowance to waiver interest due to financial hardship.

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
910000-00-4113-000 Settlement Enquiries	-14,000	-14,000	-19,245	-18,000	-4,000	29%	Instalment interest on four instalment option. Based on prior year with an allowance for waiving interest due to financial hardship.
910000-00-4114-000 Sale of Rols	0	0	-3,527	-1,000	-1,000	New	
910000-00-4160-000 Instalment Interest - Rates	-135,000	-135,000	-139,347	-140,000	-5,000	4%	Instalment fee based on prior year with an allowance for waiving interest due to financial hardship.
910000-00-4164-000 Interest - Bank	0	0	-420	-1,000	-1,000	New	
910000-00-4270-000 Services - Legal	-5,000	-5,000	0	-5,000	0	0%	Annual allowance for reimbursement of legal costs.
TOTAL 4 - Income	-2,863,621	-2,861,621	-3,036,219	-4,958,666	-2,097,045	4%	
6 - Capital Income							
910000-00-6829-000 District valuation reserve	0	0	0	-250,000	-250,000	New	
910000-00-6835-000 Long Service Leave Reserve - Salaries	0	0	0	-24,313	-24,313	New	
TOTAL 6 - Capital Income	0	0	0	-274,313	-274,313	New	
TOTAL 910000 - Rates	-50,158,993	-50,072,780	-50,428,964	-52,038,510	-1,965,730	4%	
TOTAL 130 - Rates	-50,158,993	-50,072,780	-50,428,964	-52,038,510	-1,965,730	4%	
140 - General Purpose Income							
910500 - General Purpose Income							
1 - Expenditure							
910500-00-1395-000 Doubtful Debt Expense	2,000	2,000	0	2,000	0	0%	Allowance for doubtful debt
910500-00-1398-000 Rounding Adjustments	50	50	1	50	0	0%	
910500-00-1399-000 Miscellaneous	1,000	1,000	4,050	1,000	0	0%	
TOTAL 1 - Expenditure	3,050	3,050	4,051	3,050	0	0%	
4 - Income							
910500-00-4020-000 Financial Assistance Grant	-443,500	-469,908	-1,199,086	-243,058	226,850	-48%	75 % of Federal grant will be paid in advance in April 2022 and the balance paid quarterly per notification from the Department of Local Government, Sport and Cultural Industries
TOTAL 4 - Income	-443,500	-469,908	-1,199,086	-243,058	226,850	-48%	
TOTAL 910500 - General Purpose Income	-440,450	-466,858	-1,195,035	-240,008	226,850	-49%	
TOTAL 140 - General Purpose Income	-440,450	-466,858	-1,195,035	-240,008	226,850	-49%	
TOTAL 020 - Finance	-48,942,783	-44,773,713	-50,718,646	-51,107,726	-6,334,013	14%	
025 - Information Technology							
170 - Information Technology							
911500 - Computing							
1 - Expenditure							
911500-00-1119-000 Licenses	0	0	26,000	0	0	0%	
911500-00-1127-000 Hire (Property & Equipment)	330,000	160,000	0	157,055	-2,945	-2%	Desktop Fleet via Dell Financial Services
911500-00-1200-000 Salaries	933,352	933,352	855,479	988,098	54,746	6%	
911500-00-1202-000 Allowances	449	449	413	449	0	0%	
911500-00-1204-000 Long Service Leave	55,535	55,535	19,359	0	-55,535	-100%	
911500-00-1208-000 Workers Compensation	10,389	10,389	10,731	10,379	-10	0%	
911500-00-1209-000 Superannuation	127,821	127,821	109,980	133,524	5,703	4%	
911500-00-1211-000 Fringe Benefits Tax	11,824	11,824	12,968	11,824	0	0%	
911500-00-1224-000 Fuel	0	0	1,899	0	0	0%	
911500-00-1226-000 Stationery	0	0	4,600	0	0	0%	
911500-00-1230-000 Software - PC	0	0	168,454	0	0	0%	
911500-00-1231-000 Software - Other	0	0	93,433	0	0	0%	
911500-00-1237-000 Business Applications	1,310,505	1,310,505	778,908	1,453,257	142,752	11%	Increase primarily due to new \$151,336 TechOne Software as Service fee.
911500-00-1250-000 Furniture	0	0	5,075	0	0	0%	
911500-00-1252-000 Equipment	55,000	55,000	95,624	37,000	-18,000	-33%	Reduction due to completed works in old storage room (new build room)
911500-00-1263-000 Services - Advertising	0	0	904	0	0	0%	
911500-00-1265-000 Services - Equipment Maint.	0	0	11,129	0	0	0%	
911500-00-1271-000 Services - Other Consultants	0	0	644	0	0	0%	
911500-00-1290-000 Services - IT Support	187,200	187,200	110,956	157,000	-30,200	-16%	Reduction due to Library and Email Migration project completions
911500-00-1317-000 Ins. Prem - Other	9,712	9,712	9,666	10,630	918	9%	
911500-00-1320-000 Power	0	0	1,033	1,326	1,326	New	
911500-00-1322-000 Telephone	11,293	11,293	16,184	12,140	847	7%	
911500-00-1324-000 Communications - IT	139,540	139,540	113,842	137,040	-2,500	-2%	
911500-00-1399-000 Miscellaneous	0	0	66	0	0	0%	
911500-00-1400-000 ABC Cost Allocation	33,614	33,614	32,259	41,010	7,396	22%	Activity Based Costing allocation based on updated drivers
911500-00-1119-000 Licenses	828	828	853	828	0	0%	Vehicle costs for Fleet 12 and 75.
911500-00-1201-000 Wages	960	960	184	960	0	0%	
911500-00-1216-000 Agency Staff	0	0	200	480	480	New	
911500-00-1221-000 Tyres	600	600	0	0	-600	-100%	
911500-00-1223-000 Parts	0	0	815	0	0	0%	
911500-00-1224-000 Fuel	5,430	8,756	8,151	9,944	1,188	14%	
911500-00-1225-000 External Repairs	784	784	957	784	0	0%	
911500-00-1314-000 Ins. Prem - Motor Vehicle	660	660	620	651	-9	-1%	
TOTAL 1 - Expenditure	3,225,496	3,058,822	2,491,386	3,164,379	105,557	3%	
3 - Capital Expenditure							
911500-32-3237-000 Business Applications	558,000	258,000	37,680	150,000	-108,000	-42%	Redevelopment of Belnet (carry forward) \$50,000. Website Works \$100,000
911500-32-3252-000 Equipment	92,000	532,000	24,343	680,000	128,000	24%	Cisco Network Hardware Refresh \$420,000. AV Equipment upgrade \$40,000. Copier Fleet Refresh \$200,000
911500-32-3253-000 Fleet / Plant	44,875	0	0	83,686	83,686	New	Vehicle purchase Fleet 12 and 75.
TOTAL 3 - Capital Expenditure	694,875	790,000	62,023	893,686	103,686	13%	
4 - Income							
911500-00-4252-000 Equipment	0	0	-3,167	0	0	0%	
911500-00-4400-000 ABC Cost Recovery	-3,225,496	-3,225,496	-2,477,893	-3,164,379	61,117	-2%	Activity Based Costing recovery based on updated drivers
TOTAL 4 - Income	-3,225,496	-3,225,496	-2,481,060	-3,164,379	61,117	-2%	
6 - Capital Income							
911500-00-6253-000 Fleet / Plant	-27,920	-27,920	0	-54,008	-26,088	93%	Income sale Fleet 12 and 75.
911500-00-6820-000 Information Technology Reserve	-408,000	-408,000	0	-130,000	278,000	-68%	\$100,000 carried forward Website works and \$30,000 for Redevelopment of Belnet
911500-00-6835-000 Long Service Leave Reserve - Salaries	-55,535	-55,535	0	0	55,535	-100%	
TOTAL 6 - Capital Income	-491,455	-491,455	0	-184,008	307,447	-63%	
TOTAL 911500 - Computing	203,420	131,871	72,349	709,678	577,807	438%	

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
961004 - ICT - Belmont HUB							
1 - Expenditure							
961004-00-1230-000 Software - PC	0	0	315	0	0	0%	
961004-00-1252-000 Equipment	0	0	141	0	0	0%	
961004-00-1265-000 Services - Equipment Maint.	0	0	12,904	0	0	0%	
TOTAL 1 - Expenditure	0	0	13,360	0	0	0%	
3 - Capital Expenditure							
961004-32-3252-000 Equipment	0	0	88,877	0	0	0%	
TOTAL 3 - Capital Expenditure	0	0	88,877	0	0	0%	
TOTAL 961004 - ICT - Belmont HUB	0	0	102,237	0	0	0%	
TOTAL 170 - Information Technology	203,420	131,871	174,586	709,678	577,807	438%	
TOTAL 025 - Information Technology	203,420	131,871	174,586	709,678	577,807	438%	
030 - Marketing & Communications							
180 - Marketing & Communications							
911700 - Marketing & Communications							
1 - Expenditure							
911700-00-1128-000 Photocopying	3,000	3,000	1,489	3,000	0	0%	In house photocopy and printing allowance
911700-00-1200-000 Salaries	513,256	513,256	445,980	598,670	85,414	17%	
911700-00-1202-000 Allowances	250	250	240	449	200	80%	
911700-00-1204-000 Long Service Leave	0	0	2,630	0	0	0%	
911700-00-1206-000 Workers Compensation	5,392	5,392	5,570	6,291	899	17%	
911700-00-1209-000 Superannuation	52,980	52,980	48,595	77,242	24,262	46%	
911700-00-1211-000 Fringe Benefits Tax	11,958	11,958	11,422	11,958	0	0%	
911700-00-1216-000 Agency Staff	110,000	110,000	24,447	110,000	0	0%	Digital Communications, covered by specialist skills agency staff. Partially funded by Clerical Assistant vacancy.
911700-00-1224-000 Fuel	2,800	2,800	2,017	2,800	0	0%	Allowance for Media & Communication Adviser as per employee contract.
911700-00-1226-000 Stationery	3,000	3,000	1,012	3,000	0	0%	Allowance for team stationery, workbooks, diaries, specialist paper, label paper, workshop stationery.
911700-00-1227-000 Printing	1,000	1,000	0	1,000	0	0%	Allowance for consultation and workshop printing.
911700-00-1235-000 Signs	8,000	8,000	555	8,000	0	0%	Allowance for currently unknown signage requirement related to ongoing COVID recovery activity.
911700-00-1240-000 Safety Equipment	500	500	420	500	0	0%	Personal Protective Equipment allowance for events
911700-00-1252-000 Equipment	12,000	12,000	5,949	12,000	0	0%	\$5K re-wrap for fading signage on event trailer; \$5K for additional camera equipment to support business as digital content needs expand; \$2K for minor marketing equipment purchases.
911700-00-1262-000 Services - Marketing	45,000	45,000	25,027	50,000	5,000	11%	\$10K corporate photography allowance; \$10K corporate videography allowance; \$10K copy writing services allowance; \$10K general merchandise allowance "increased"; \$5K corporate gifts allowance.
911700-00-1263-000 Services - Advertising	89,000	89,000	44,324	90,000	1,000	1%	
911700-00-1266-000 Services - Cleaning	300	300	0	300	0	0%	Van cleaning for events.
911700-00-1267-000 Services - Courier	250	250	0	187	-63	-25%	
911700-00-1271-000 Services - Other Consultants	30,000	30,000	2,736	30,000	0	0%	\$10K allowance IAP2 consultant to support development and implementation of Community Engagement plan.
911700-00-1279-000 Services - Other	33,500	33,500	30,703	30,000	-3,500	-10%	\$30K Media Monitoring (essential); \$1K Adobe Stock (Images for Council artwork); \$500 Audio Jungle (music for videos); \$300 YouTube Premium (Live/Stream streaming); \$150 Spotify (music for events); \$600 Dr Link Checker (website "new"); \$200 Nucleo App (website icons); \$750 allowance for new ad hoc subscription required during the year
911700-00-1317-000 Ins. Prem - Other	12,958	12,958	12,897	14,183	1,225	9%	
911700-00-1318-000 Insurance - Self Insurance	0	0	955	0	0	0%	
911700-00-1322-000 Telephone	7,051	7,051	7,891	8,148	1,097	16%	
911700-00-1330-000 Subscriptions	14,040	14,040	7,341	15,000	960	7%	\$6K Copyrighting licensing: \$5K APRA licensing; \$500 The West Digital; \$500 Business News; \$400 Harvard Business Review; \$440 Australian Marketing Institute; \$400 Public Relations Institute of Australia; \$300 Social Marketing Association; \$500 allowance for service increases.
911700-00-1368-000 Sponsorship/Promotions	55,000	55,000	33,050	55,000	0	0%	\$5K Ad hoc community sponsorship; \$30K Community Race Day; \$20K event branded merchandise
911700-00-1371-000 Travel - Conferences	1,000	1,000	0	1,000	0	0%	
911700-00-1372-000 Accommodation - Conferences	1,000	1,000	0	1,000	0	0%	
911700-00-1373-000 Registration - Train/Conf	10,000	10,000	3,025	10,000	0	0%	\$2.1K State of Social; \$1.5K WA Marketing Association (WAMA) Professional Development breakfast series 4 throughout the year; \$1.7K Umbrella
911700-00-1375-000 Customer Service	80,000	80,000	61,666	80,000	0	0%	\$20K allowance for evolving COVID requirements related to events and marketing; \$55K Community annual survey; \$5K survey promotion/marketing
911700-00-1377-000 Travel - General	250	250	13	250	0	0%	Misc. Travel to meeting (parking and taxi)
911700-00-1384-000 Other Functions	12,500	12,500	8,274	12,500	0	0%	RSL Support for \$5.5K Australia Day; \$2.5K Anzac Day; \$2.5K Remembrance Day
911700-00-1399-000 Miscellaneous	600	600	196	600	0	0%	
911700-00-1400-000 ABC Cost Allocation	295,147	295,147	246,737	338,335	43,188	15%	Activity Based Costing allocation based on updated drivers
911700-40-1119-000 Licenses	414	414	426	414	0	0%	Vehicle costs for Fleet 56.
911700-40-1201-000 Wages	480	480	240	480	0	0%	
911700-40-1216-000 Agency Staff	0	0	80	240	240	New	
911700-40-1221-000 Tyres	600	600	956	0	-600	-100%	
911700-40-1224-000 Fuel	1,987	1,987	2,331	2,708	721	36%	
911700-40-1225-000 External Repairs	900	900	398	398	-502	-56%	
911700-40-1314-000 Ins. Prem - Motor Vehicle	324	324	304	319	-5	-2%	
TOTAL 1 - Expenditure	1,416,436	1,416,437	1,039,885	1,575,973	159,536	11%	
3 - Capital Expenditure							
911700-32-3253-000 Fleet / Plant	33,000	0	0	33,000	33,000	New	New Vehicle purchase Fleet 56.
TOTAL 3 - Capital Expenditure	33,000	0	0	33,000	33,000	New	
4 - Income							
911700-00-4394-000 Stallholder App Payment	-4,000	-4,000	0	-4,000	0	0%	Food stallholder applications across event season
TOTAL 4 - Income	-4,000	-4,000	0	-4,000	0	0%	
6 - Capital Income							
911700-00-6253-000 Fleet / Plant	-23,100	0	0	-30,297	-30,297	New	New Income sale Fleet 56.
TOTAL 6 - Capital Income	-23,100	0	0	-30,297	-30,297	New	
TOTAL 911700 - Marketing & Communications	1,422,336	1,412,437	1,039,885	1,574,676	162,239	11%	
911701 - Corporate Documents							
1 - Expenditure							
911701-00-1227-000 Printing	180,000	180,000	110,588	180,000	0	0%	\$10K 4 x residential household postcard; \$120K - 7 x Belmont Bulletins "increase due to recycled paper cost"; \$20K allowance for printed Business publication; \$10K Annual Report; \$10K Budget Report; \$10K Corporate Strategies Re-printing
911701-00-1262-000 Services - Marketing	20,000	20,000	1,505	20,000	0	0%	Funds for additional graphic design production and brand consolidation
TOTAL 1 - Expenditure	200,000	200,000	112,093	200,000	0	0%	
TOTAL 911701 - Corporate Documents	200,000	200,000	112,093	200,000	0	0%	
911702 - Avon Descent							
1 - Expenditure							

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
911702-00-1127-000 Hire (Property & Equipment)	10,000	10,000	10,408	0	-10,000	-100%	-100% Social media, posters and printing, radio advertising, event photography
911702-00-1239-000 Consumables	10,000	10,000	10,721	0	-10,000	-100%	-100% \$10K Free food allowance for 900 residents
911702-00-1263-000 Services - Advertising	10,000	10,000	3,623	0	-10,000	-100%	-100% Social media, posters and printing, radio advertising, event photography
911702-00-1279-000 Services - Other	5,000	5,000	4,837	0	-5,000	-100%	-100% Bump in/out event crew, electrical contractor, first aid, security, traffic management, COVID marshals
911702-00-1368-000 Sponsorship/Promotions	20,000	20,000	9,549	0	-20,000	-100%	-100% \$10K Sponsorship of Avon River Descent Organisation, \$10K rides/attractions (Including Helicopter)
911702-00-1399-000 Miscellaneous	5,000	5,000	1,206	0	-5,000	-100%	-100% Wet weather contingency
TOTAL 1 - Expenditure	60,000	60,000	40,344	0	-60,000	-100%	
TOTAL 911702 - Avon Descent	60,000	60,000	40,344	0	-60,000	-100%	
911703 - Autumn River Festival							
1 - Expenditure							
911703-00-1127-000 Hire (Property & Equipment)	42,000	42,000	0	0	-42,000	-100%	-100% Hire of marquees, chairs, fencing, bins, toilet, AV.
911703-00-1200-000 Salaries	2,000	2,000	0	0	-2,000	-100%	-100% Salaries related to staffing cost for other areas working at event, including rangers
911703-00-1201-000 Wages	1,000	1,000	0	0	-1,000	-100%	-100% Outside workforce wages for Occupational Health park inspection and park clean after event.
911703-00-1227-000 Printing	3,000	3,000	0	0	-3,000	-100%	-100% Event signage, printing of vouchers, posters, flyers.
911703-00-1234-000 Uniforms/Protective Clothing	300	300	0	0	-300	-100%	-100%
911703-00-1252-000 Equipment	500	500	0	0	-500	-100%	-100%
911703-00-1253-000 Fleet / Plant	200	200	0	0	-200	-100%	-100% Generator and event trailer transfer.
911703-00-1263-000 Services - Advertising	10,000	10,000	0	0	-10,000	-100%	-100% Posters, flyers, event tokens and other printing, local paper advertising, social media promotion, event photography
911703-00-1266-000 Services - Cleaning	650	650	0	0	-650	-100%	-100%
911703-00-1279-000 Services - Other	25,600	25,600	0	0	-25,600	-100%	-100% Bump in/out crew, electrical contractor, photographer, first aid, security, traffic management.
911703-00-1368-000 Sponsorship/Promotions	50,500	50,500	0	0	-50,500	-100%	-100%
911703-00-1399-000 Miscellaneous	350	350	0	0	-350	-100%	-100%
TOTAL 1 - Expenditure	136,100	136,100	0	0	-136,100	-100%	
4 - Income							
911703-00-4032-000 Grant - Operating	0	0	-12,000	0	0	0%	
911703-00-4368-000 Sponsorship/Promotions	-5,000	-5,000	0	0	5,000	-100%	-100%
TOTAL 4 - Income	-5,000	-5,000	-12,000	0	5,000	-100%	
TOTAL 911703 - Autumn River Festival	131,100	131,100	-12,000	0	-131,100	-100%	
911705 - Movie Madness							
1 - Expenditure							
911705-00-1127-000 Hire (Property & Equipment)	10,000	10,000	2,383	0	-10,000	-100%	-100% Hire of truss screen to overcome wind issues with owned inflatable screen \$2.5Kper event
911705-00-1201-000 Wages	1,000	1,000	0	0	-1,000	-100%	-100% Outside workforce wages for Occupational Health park inspection and park clean after event.
911705-00-1263-000 Services - Advertising	2,000	2,000	0	0	-2,000	-100%	-100%
911705-00-1266-000 Services - Cleaning	0	0	462	0	0	0%	
911705-00-1279-000 Services - Other	2,400	2,400	4,428	0	-2,400	-100%	-100% Bump in / Out Crew
911705-00-1368-000 Sponsorship/Promotions	4,000	4,000	6,803	0	-4,000	-100%	-100% Public Performance licenses for each film and pre show entertainment
TOTAL 1 - Expenditure	19,400	19,400	14,076	0	-19,400	-100%	
TOTAL 911705 - Movie Madness	19,400	19,400	14,076	0	-19,400	-100%	
911706 - Imaginarium							
1 - Expenditure							
911706-00-1127-000 Hire (Property & Equipment)	85,600	85,600	0	0	-85,600	-100%	-100% Hire of marquees, chairs, fencing, bins, toilet, AV.
911706-00-1227-000 Printing	0	0	1,559	0	0	0%	
911706-00-1263-000 Services - Advertising	5,000	5,000	185	0	-5,000	-100%	-100% Posters, flyers, event tokens and other printing, local paper advertising, social media promotion, event photography
911706-00-1279-000 Services - Other	28,000	28,000	27,194	0	-28,000	-100%	-100% Bump in/out crew, electrical contractor, photographer, first aid, security, traffic management.
911706-00-1368-000 Sponsorship/Promotions	82,000	82,000	79,502	0	-82,000	-100%	-100% Performers and entertainers
911706-00-1399-000 Miscellaneous	1,000	1,000	0	0	-1,000	-100%	-100%
TOTAL 1 - Expenditure	201,600	201,600	108,449	0	-201,600	-100%	
4 - Income							
911706-00-4032-000 Grant - Operating	-25,000	-25,000	-25,000	0	25,000	-100%	-100%
TOTAL 4 - Income	-25,000	-25,000	-25,000	0	25,000	-100%	
TOTAL 911706 - Imaginarium	176,600	176,600	83,449	0	-176,600	-100%	
911708 - Carols in the Park							
1 - Expenditure							
911708-00-1127-000 Hire (Property & Equipment)	8,000	8,000	12,700	0	-8,000	-100%	-100% Hire of marquees, chairs, fencing, bins, toilet, AV. Increased to accommodate reinstatement of fireworks
911708-00-1200-000 Salaries	100	100	0	0	-100	-100%	-100% Salaries related to staffing cost for other areas working at event, including rangers.
911708-00-1201-000 Wages	100	100	0	0	-100	-100%	-100% Outside workforce wages for Occupational Health park inspection and park clean after event.
911708-00-1227-000 Printing	500	500	509	0	-500	-100%	-100% Carols booklet, event signage, posters, flyers.
911708-00-1263-000 Services - Advertising	1,000	1,000	448	0	-1,000	-100%	-100% Increased promotion to boost attendance numbers
911708-00-1266-000 Services - Cleaning	350	350	116	0	-350	-100%	-100%
911708-00-1279-000 Services - Other	2,500	2,500	9,048	0	-2,500	-100%	-100% Bump in/out crew, electrical contractor, photographer, first aid, security, traffic management.
911708-00-1368-000 Sponsorship/Promotions	14,000	14,000	5,626	0	-14,000	-100%	-100% \$6K Instated Fireworks (if permitted under COVID conditions) - entertainment
911708-00-1399-000 Miscellaneous	100	100	0	0	-100	-100%	-100%
TOTAL 1 - Expenditure	26,650	26,650	28,447	0	-26,650	-100%	
TOTAL 911708 - Carols in the Park	26,650	26,650	28,447	0	-26,650	-100%	
911710 - Lets Celebrate Belmont							
1 - Expenditure							
911710-00-1127-000 Hire (Property & Equipment)	115,000	115,000	75,487	0	-115,000	-100%	-100% Hire of marquees, chairs, fencing, bins, toilet, AV. Increased to accommodate reinstatement of fireworks at Finale
911710-00-1200-000 Salaries	500	500	0	0	-500	-100%	-100% Salaries related to staffing cost for other areas working at event, including rangers.
911710-00-1201-000 Wages	1,000	1,000	1,106	0	-1,000	-100%	-100% Outside workforce wages for Occupational Health park inspection and park clean after event.
911710-00-1216-000 Agency Staff	200	200	220	0	-200	-100%	-100%
911710-00-1219-000 Overheads	100	100	372	0	-100	-100%	-100%
911710-00-1227-000 Printing	8,000	8,000	5,802	0	-8,000	-100%	-100% Event signage, posters, flyers.
911710-00-1263-000 Services - Advertising	10,000	10,000	14,218	0	-10,000	-100%	-100% Social media promotion, event photography, radio promotion
911710-00-1266-000 Services - Cleaning	2,500	2,500	1,155	0	-2,500	-100%	-100%
911710-00-1279-000 Services - Other	42,000	42,000	30,992	0	-42,000	-100%	-100% Bump in/out crew, electrical contractor, photographer, first aid, security, traffic management.
911710-00-1368-000 Sponsorship/Promotions	50,500	50,500	85,636	0	-50,500	-100%	-100% Performers and entertainers. \$6K Reinstated Fireworks (if permitted under COVID conditions)
911710-00-1399-000 Miscellaneous	1,100	1,100	10,000	0	-1,100	-100%	-100%
911710-10-1201-000 Wages	0	0	55	0	0	0%	
TOTAL 1 - Expenditure	230,900	230,900	225,042	0	-230,900	-100%	

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
4 - Income							
911710-00-4032-000 Grant - Operating	-50,000	-50,000	-40,000	0	50,000	-100%	
TOTAL 4 - Income	-50,000	-50,000	-40,000	0	50,000	-100%	
TOTAL 911710 - Lets Celebrate Belmont	180,900	180,900	185,042	0	-180,900	-100%	
911711 - Harmony Day							
1 - Expenditure							
911711-00-1127-000 Hire (Property & Equipment)	15,400	15,400	0	0	-15,400	-100%	-100% Hire of marquees, PA, staging, toilets, tables, chairs, bin.
911711-00-1200-000 Salaries	500	500	0	0	-500	-100%	-100% Salaries related to staffing cost for other areas working at event, including rangers.
911711-00-1201-000 Wages	600	600	0	0	-600	-100%	-100% Outside workforce wages for Occupational Health park inspection and park clean after event.
911711-00-1227-000 Printing	600	600	0	0	-600	-100%	-100% Event signage, posters, flyers.
911711-00-1263-000 Services - Advertising	2,200	2,200	0	0	-2,200	-100%	-100% Social media promotion, event photography
911711-00-1266-000 Services - Cleaning	200	200	0	0	-200	-100%	-100%
911711-00-1279-000 Services - Other	6,000	6,000	0	0	-6,000	-100%	-100% Bump in/out crew, electrical contractor, photographer, first aid, security, traffic management.
911711-00-1368-000 Sponsorship/Promotions	15,000	15,000	0	0	-15,000	-100%	-100% Cultural performers and entertainment
911711-00-1399-000 Miscellaneous	500	500	0	0	-500	-100%	-100%
TOTAL 1 - Expenditure	41,000	41,000	0	0	-41,000	-100%	
4 - Income							
911711-00-4032-000 Grant - Operating	-10,000	-10,000	-14,000	0	10,000	-100%	
TOTAL 4 - Income	-10,000	-10,000	-14,000	0	10,000	-100%	
TOTAL 911711 - Harmony Day	31,000	31,000	-14,000	0	-31,000	-100%	
911712 - Kids Fest							
1 - Expenditure							
911712-00-1127-000 Hire (Property & Equipment)	30,000	30,000	1,072	0	-30,000	-100%	-100% Hire of marquees, chairs, fencing, bins, toilets.
911712-00-1200-000 Salaries	500	500	0	0	-500	-100%	-100% Salaries related to staffing cost for other areas working at event, including rangers.
911712-00-1201-000 Wages	600	600	0	0	-600	-100%	-100% Outside workforce wages for Occupational Health park inspection and park clean after event.
911712-00-1227-000 Printing	1,300	1,300	888	0	-1,300	-100%	-100% Event signage, posters, flyers.
911712-00-1253-000 Fleet / Plant	200	200	0	0	-200	-100%	-100% Generator and event trailer transfer.
911712-00-1263-000 Services - Advertising	8,000	8,000	0	0	-8,000	-100%	-100% Social media promotion, event photography, event map handouts
911712-00-1266-000 Services - Cleaning	500	500	0	0	-500	-100%	-100%
911712-00-1279-000 Services - Other	22,000	22,000	0	0	-22,000	-100%	-100% Bump in/out crew, electrical contractor, photographer, first aid, security, traffic management.
911712-00-1368-000 Sponsorship/Promotions	44,000	44,000	0	0	-44,000	-100%	-100% Additional performers and entertainment
911712-00-1399-000 Miscellaneous	500	500	0	0	-500	-100%	-100%
TOTAL 1 - Expenditure	107,600	107,600	1,960	0	-107,600	-100%	
4 - Income							
911712-00-4032-000 Grant - Operating	-20,000	-20,000	-24,000	0	20,000	-100%	
TOTAL 4 - Income	-20,000	-20,000	-24,000	0	20,000	-100%	
TOTAL 911712 - Kids Fest	87,600	87,600	-22,040	0	-87,600	-100%	
911713 - Mayoral Dinner							
1 - Expenditure							
911713-00-1385-000 Catering - Functions	35,000	35,000	33,007	35,000	0	0%	
TOTAL 1 - Expenditure	35,000	35,000	33,007	35,000	0	0%	
TOTAL 911713 - Mayoral Dinner	35,000	35,000	33,007	35,000	0	0%	
921503 - Functions & Catering							
1 - Expenditure							
921503-00-1200-000 Salaries	265,137	265,137	99,297	201,427	-63,710	-24%	
921503-00-1202-000 Allowances	150	150	48	150	0	0%	
921503-00-1204-000 Long Service Leave	0	0	2,900	16,562	16,562	New	
921503-00-1208-000 Workers Compensation	2,786	2,786	2,877	2,290	-496	-18%	
921503-00-1209-000 Superannuation	28,718	28,718	11,249	27,084	-1,634	-6%	
921503-00-1216-000 Agency Staff	20,000	20,000	88,134	20,000	0	0%	Allowance to cover staff vacancies in food and beverage
921503-00-1228-000 Stationery	0	0	69	0	0	0%	
921503-00-1234-000 Uniforms/Protective Clothing	500	500	0	500	0	0%	
921503-00-1252-000 Equipment	9,500	9,500	4,582	9,500	0	0%	Allowance for replacement equipment as required throughout year.
921503-00-1265-000 Services - Equipment Maint.	5,000	5,000	180	5,000	0	0%	Unplanned maintenance expenses.
921503-00-1279-000 Services - Other	55,000	55,000	50,066	55,000	0	0%	\$9K Replacement xmas tree lights "new", \$10K xmas decorations Belmont Hub "new" \$14K installation of xmas lighting; \$14K xmas decorations for Civic Centre; \$5K Table Cloth laundry allowance; \$3K Tea Towel laundry (Civic Centre, Belmont Hub, Ops Centre).
921503-00-1322-000 Telephone	1,939	1,939	1,512	1,569	-370	-19%	Based on current year forecasts plus CPI.
921503-00-1373-000 Registration - Train/Conf	500	500	150	500	0	0%	
921503-00-1383-000 Ceremonies	5,000	5,000	9,052	10,000	5,000	100%	\$3.5K Citizenship coins; \$1K youth gifts; \$500 stationary allowance
921503-00-1384-000 Other Functions	80,000	80,000	46,471	80,000	0	0%	\$30K Civic Dinner. \$35K Pioneers in June, \$15K end of year staff event
921503-00-1386-000 Catering - Meals	49,500	49,500	31,110	49,500	0	0%	\$900 per meeting (based on average number of 20 guests)
921503-00-1387-000 Food - Other	58,000	58,000	35,395	58,000	0	0%	Citizenship Ceremonies
921503-00-1388-000 Beverages	14,000	14,000	4,775	14,000	0	0%	
921503-00-1399-000 Miscellaneous	500	500	156	500	0	0%	
921503-00-1400-000 ABC Cost Allocation	62,305	62,305	54,966	59,980	-2,325	-4%	Activity Based Costing allocation based on updated drivers
TOTAL 1 - Expenditure	658,535	658,535	442,989	611,562	-46,973	-7%	
4 - Income							
921503-00-4077-000 Reimb - Miscellaneous	0	0	-298	0	0	0%	
921503-00-4204-000 Long Service Leave	0	0	-1,966	0	0	0%	
TOTAL 4 - Income	0	0	-2,265	0	0	0%	
6 - Capital Income							
921503-00-6835-000 Long Service Leave Reserve - Salaries	0	0	0	-16,562	-16,562	New	Long Service Leave funded from reserve.
TOTAL 6 - Capital Income	0	0	0	-16,562	-16,562	New	
TOTAL 921503 - Functions & Catering	658,535	658,535	440,724	595,000	-63,535	-10%	
961005 - Marketing & Comms - Belmont HUB							
1 - Expenditure							
961005-00-1262-000 Services - Marketing	5,000	5,000	2,888	0	-5,000	-100%	Content generation allowance for library giant screen and wright street screen

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
961005-00-1263-000 Services - Advertising	20,000	20,000	11,329	0	-20,000	-100%	Annual celebratory promotion \$7K Southern Gazette Wrap, \$2K outdoor advertising, \$4K radio campaign, \$1K social media promotion
961005-00-1279-000 Services - Other	15,000	15,000	14,909	0	-15,000	-100%	Ongoing promotion of Belmont Hub benefit to community as more aspects of the building are launched, \$5K cinema advertising, \$1K social media promotion
961005-00-1368-000 Sponsorship/Promotions	5,000	5,000	1,534	0	-5,000	-100%	Annual celebratory event
TOTAL 1 - Expenditure	45,000	45,000	30,660	0	-45,000	-100%	
TOTAL 961005 - Marketing & Comms - Belmont HUB	45,000	45,000	30,660	0	-45,000	-100%	
TOTAL 180 - Marketing & Communications	3,074,122	3,064,222	1,959,676	2,404,676	-659,546	-22%	
TOTAL 030 - Marketing & Communications	3,074,122	3,064,222	1,959,676	2,404,676	-659,546	-22%	
TOTAL 10 - Corporate & Governance	-40,886,087	-36,752,589	-44,380,176	-43,121,582	-6,368,993	17%	
15 - Infrastructure Services							
040 - Works							
240 - Road Construction							
990000 - Roadworks							
1 - Expenditure							
990000-00-1200-000 Salaries	101,578	101,578	105,742	110,047	8,469	8%	As per salary spread sheet with a reallocation of staff time.
990000-00-1202-000 Allowances	150	150	33	150	0	0%	As per salary spread sheet.
990000-00-1204-000 Long Service Leave	13,119	13,119	0	6,646	-6,473	-49%	Long Service Leave provision from salaries budget pack.
990000-00-1208-000 Workers Compensation	1,206	1,206	1,246	1,227	21	2%	As per salary spread sheet.
990000-00-1209-000 Superannuation	11,854	11,854	11,263	12,664	810	7%	As per salary spread sheet.
990000-00-1211-000 Fringe Benefits Tax	8,448	8,448	0	8,448	0	0%	
990000-00-1400-000 ABC Cost Allocation	19,812	19,812	15,878	36,647	16,835	85%	Activity Based Costing allocation based on updated drivers
TOTAL 1 - Expenditure	156,167	156,167	134,163	175,829	19,662	13%	
4 - Income							
990000-00-4021-000 Grant - Formula Local	-254,000	-254,000	-791,275	-169,031	84,969	-33%	Federal assisted grant 75% paid in advance in 21/22
990000-00-4059-000 Cont - Other	0	0	-1,314	0	0	0%	
TOTAL 4 - Income	-254,000	-254,000	-792,589	-169,031	84,969	-33%	
6 - Capital Income							
990000-00-6024-000 Grant - Other Roads	0	0	0	-346,934	-346,934		New Roads to recovery funding, year 4 of 5.
990000-00-6025-000 Direct Local	-139,200	-139,200	-143,867	-143,876	-4,676	3%	Unfied Grant from Main Roads WA.
990000-00-6835-000 Long Service Leave Reserve - Salaries	-13,119	-13,119	0	-6,646	6,473	-49%	Long Service Leave funded from reserve.
TOTAL 6 - Capital Income	-152,319	-152,319	-143,867	-497,456	-345,137	227%	
TOTAL 990000 - Roadworks	-250,152	-250,152	-802,293	-490,658	-240,506	96%	
WR1906 - Belmont Av - GEHwy to Alexander Rd							
TOTAL WR1906 - Belmont Av - GEHwy to Alexander Rd	0	7,253	4,478	0	-7,253	-100%	
WR1907 - Belmont Av - GEHwy to Alexander Rd							
TOTAL WR1907 - Belmont Av - GEHwy to Alexander Rd	0	0	638	0	0	0%	
WR2109 - Downsborough Ave							
TOTAL WR2109 - Downsborough Ave	0	0	3,731	0	0	0%	
WR2117 - Matthews Place							
TOTAL WR2117 - Matthews Place	0	0	427	0	0	0%	
WR2134 - Moreling Street							
TOTAL WR2134 - Moreling Street	0	40,260	13,720	0	-40,260	-100%	
WR2136 - Abernethy Road							
TOTAL WR2136 - Abernethy Road	80,137	15,000	7,460	181,346	166,346	1109%	
WR2138 - Gladstone Road							
TOTAL WR2138 - Gladstone Road	77,612	204,003	231,920	0	-204,003	-100%	
WR2139 - Stanton Road							
TOTAL WR2139 - Stanton Road	0	64,547	0	0	-64,547	-100%	
WR2140 - Abernethy Rd NthWB (3)							
TOTAL WR2140 - Abernethy Rd NthWB (3)	0	0	1,825	0	0	0%	
WR2143 - Abernethy Rd SthEB (2)							
TOTAL WR2143 - Abernethy Rd SthEB (2)	0	48,638	0	0	-48,638	-100%	
WR2201 - General Isolated Treatments							
TOTAL WR2201 - General Isolated Treatments	24,619	24,619	20,585	0	-24,619	-100%	
WR2202 - Various Resurfacing							
TOTAL WR2202 - Various Resurfacing	20,000	20,000	0	0	-20,000	-100%	
WR2203 - Ford St - Matheson Rd to The Esplanade							
TOTAL WR2203 - Ford St - Matheson Rd to The Esplanade	36,995	36,995	29,596	0	-36,995	-100%	
WR2204 - Somers St - Ellard Av to Sydenham St							
TOTAL WR2204 - Somers St - Ellard Av to Sydenham St	76,598	76,598	62,403	0	-76,598	-100%	
WR2205 - Gardiner St - HN 90 to Sydenham St							
TOTAL WR2205 - Gardiner St - HN 90 to Sydenham St	53,045	53,045	32,671	0	-53,045	-100%	
WR2206 - Leake St - HN 176 to HN 196							
TOTAL WR2206 - Leake St - HN 176 to HN 196	47,540	47,540	42,330	0	-47,540	-100%	
WR2207 - Kew St - Hillcrest Rd to CDS (Peachy Park)							
TOTAL WR2207 - Kew St - Hillcrest Rd to CDS (Peachy Park)	139,242	107,943	106,332	0	-107,943	-100%	
WR2208 - Jeffrey St - Kew St to CDS (Leach Hwy)							
TOTAL WR2208 - Jeffrey St - Kew St to CDS (Leach Hwy)	49,675	49,675	42,241	0	-49,675	-100%	
WR2209 - McGill St - Pritchard St to President St							
TOTAL WR2209 - McGill St - Pritchard St to President St	58,715	58,715	53,930	0	-58,715	-100%	
WR2210 - Pritchard St - Kew St to President St							
TOTAL WR2210 - Pritchard St - Kew St to President St	44,928	44,928	35,651	0	-44,928	-100%	
WR2211 - Coolgardie Av - HN74 to Waterview Pde / Central Av							
TOTAL WR2211 - Coolgardie Av - HN74 to Waterview Pde / Central Av	81,074	63,850	64,473	0	-63,850	-100%	
WR2212 - Waterview Pde - Coolgardie Av to Kanowna Av West							
TOTAL WR2212 - Waterview Pde - Coolgardie Av to Kanowna Av	55,844	37,564	37,560	0	-37,564	-100%	
WR2213 - Bulong Av (A) - Coolgardie Av to GEHwy							

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
TOTAL WR2213 - Bulong Av (A) - Coolgardie Av to GEHwy	70,894	70,894	52,561	0	-70,894	-100%	
WR2214 - Boulder Av - Waterview Pde to GEHwy							
TOTAL WR2214 - Boulder Av - Waterview Pde to GEHwy	29,085	24,226	24,225	0	-24,226	-100%	
WR2215 - Central Av - Coolgardie Av to GEHwy							
TOTAL WR2215 - Central Av - Coolgardie Av to GEHwy	38,499	29,791	29,791	0	-29,791	-100%	
WR2216 - Coolgardie Av - Henderson Av to GEHwy							
TOTAL WR2216 - Coolgardie Av - Henderson Av to GEHwy	166,702	179,885	180,880	0	-179,885	-100%	
WR2217 - Aitken Way - Abernethy Rd to Kewdale Rd							
TOTAL WR2217 - Aitken Way - Abernethy Rd to Kewdale Rd	232,966	275,474	281,184	0	-275,474	-100%	
WR2218 - Hardey Rd - GEHwy to Wallace St							
TOTAL WR2218 - Hardey Rd - GEHwy to Wallace St	48,125	48,125	0	0	-48,125	-100%	
WR2219 - Hardey Rd - Frederick St to George St							
TOTAL WR2219 - Hardey Rd - Frederick St to George St	49,913	49,913	0	0	-49,913	-100%	
WR2220 - Hardey Rd - Belvidere St to Alexander St							
TOTAL WR2220 - Hardey Rd - Belvidere St to Alexander St	58,080	58,080	0	0	-58,080	-100%	
WR2221 - Francisco St - Abernethy to Newlyn							
TOTAL WR2221 - Francisco St - Abernethy to Newlyn	47,131	47,131	46,540	0	-47,131	-100%	
WR2222 - Cleaver Tce (B) - Hampden Rd to Acton AV (A)							
TOTAL WR2222 - Cleaver Tce (B) - Hampden Rd to Acton AV (A)	40,480	33,318	39,588	0	-33,318	-100%	
WR2223 - St Kilda Rd (A) - Chamberlain Rd to CDS (Francisco St)							
TOTAL WR2223 - St Kilda Rd (A) - Chamberlain Rd to CDS (Fran	52,910	42,945	49,599	0	-42,945	-100%	
WR2224 - Martin Av - Francisco St to CDS							
TOTAL WR2224 - Martin Av - Francisco St to CDS	16,940	25,600	31,400	0	-25,600	-100%	
WR2225 - Peachey Av (B) - Scott St to Kew St							
TOTAL WR2225 - Peachey Av (B) - Scott St to Kew St	51,480	45,838	45,836	0	-45,838	-100%	
WR2226 - St Kilda Rd (D) - Wright St to Fulham St							
TOTAL WR2226 - St Kilda Rd (D) - Wright St to Fulham St	61,875	61,875	53,519	0	-61,875	-100%	
WR2227 - Acton Av (E) - Gabriel St to Keane St							
TOTAL WR2227 - Acton Av (E) - Gabriel St to Keane St	75,900	10,000	6,786	73,350	63,350	634%	
WR2228 - Jenark Way - Acton Av to President St							
TOTAL WR2228 - Jenark Way - Acton Av to President St	53,460	53,460	38,084	0	-53,460	-100%	
WR2229 - Belgravia St (B) - CDS (Fairbrother St) to Oakdale Gr							
TOTAL WR2229 - Belgravia St (B) - CDS (Fairbrother St) to Oakd	40,535	5,000	1,108	39,173	34,173	683%	
WR2230 - Coolgardie Av - First St Intersection							
TOTAL WR2230 - Coolgardie Av - First St Intersection	41,745	57,786	57,786	0	-57,786	-100%	
WR2231 - Abernethy Rd - Alexander Rd							
TOTAL WR2231 - Abernethy Rd - Alexander Rd	279,356	15,000	0	269,970	254,970	1700%	
WR2232 - Hardey Rd - Durban St / Frederick St Intersection							
TOTAL WR2232 - Hardey Rd - Durban St / Frederick St Intersecti	150,000	9,000	1,955	65,000	56,000	622%	
WR2233 - Abernethy Rd - Daddow St Intersection							
TOTAL WR2233 - Abernethy Rd - Daddow St Intersection	100,000	10,000	14,751	0	-10,000	-100%	
WR2234 - Armadale Rd - Fulham St to Sydenham St							
TOTAL WR2234 - Armadale Rd - Fulham St to Sydenham St	65,000	65,000	3,645	0	-65,000	-100%	
WR2235 - Keane St - Whiteside St Intersection - Installation of split							
TOTAL WR2235 - Keane St - Whiteside St Intersection - Installati	85,000	5,000	1,494	82,144	77,144	1543%	
WR2236 - Abernethy Rd (Metropolitan Regional Road Group) - Fulham St to Gabriel St - Stabilisatio							
TOTAL WR2236 - Abernethy Rd (Metropolitan Regional Road Gi	125,508	125,508	125,943	0	-125,508	-100%	
WR2237 - Abernethy Rd (Metropolitan Regional Road Group) - Fulham St to Gabriel St - Stabilisatio							
TOTAL WR2237 - Abernethy Rd (Metropolitan Regional Road Gi	125,508	125,508	127,021	0	-125,508	-100%	
WR2238 - Kewdale Rd (Metropolitan Regional Road Group) - Ferguson St to Marchestl St - Stabilisat							
TOTAL WR2238 - Kewdale Rd (Metropolitan Regional Road Gro	93,950	93,950	91,881	0	-93,950	-100%	
WR2239 - Abernethy Rd (Metropolitan Regional Road Group) - Scott St to Kew St - Stabilisation Wes							
TOTAL WR2239 - Abernethy Rd (Metropolitan Regional Road Gi	115,437	115,437	112,033	0	-115,437	-100%	
WR2240 - Fairbrother St (Metropolitan Regional Road Group) - Hubert St to Abernethy Rd - Stabilis							
TOTAL WR2240 - Fairbrother St (Metropolitan Regional Road G	140,382	140,382	137,098	0	-140,382	-100%	
WR2241 - Miles St (R2R2) - Bell St to Kewdale Rd							
TOTAL WR2241 - Miles St (R2R2) - Bell St to Kewdale Rd	0	76,601	61,020	0	-76,601	-100%	
WR2242 - Durban St (SBS) - Leake St Intersection - Installation of me							
TOTAL WR2242 - Durban St (SBS) - Leake St Intersection - Instal	41,649	41,649	43,830	0	-41,649	-100%	
WR2301 - General Isolated Treatments							
TOTAL WR2301 - General Isolated Treatments	0	0	0	24,160	24,160	New	
WR2302 - Various Resurfacing							
TOTAL WR2302 - Various Resurfacing	0	0	0	24,160	24,160	New	
WR2303 - Belvidere Street - Keymer Street to Hardey Road - Profile an							
TOTAL WR2303 - Belvidere Street - Keymer Street to Hardey Ro	0	0	0	120,229	120,229	New	
WR2304 - Belgravia Street - Sydenham St to Wright St - Profile and ov							
TOTAL WR2304 - Belgravia Street - Sydenham St to Wright St - I	0	0	0	90,107	90,107	New	
WR2305 - Belgravia Street - Wright St to Fulham St - Profile and over							
TOTAL WR2305 - Belgravia Street - Wright St to Fulham St - Pro	0	0	0	124,941	124,941	New	
WR2306 - Abernethy Road - either side of Chilver St (eastbound) - Function-Behaviour-Structure							
TOTAL WR2306 - Abernethy Road - either side of Chilver St (eas	0	0	0	18,952	18,952	New	
WR2307 - Abernethy Road - Kewdale Rd to Freight Terminal entrance roa							
TOTAL WR2307 - Abernethy Road - Kewdale Rd to Freight Term	0	0	0	109,929	109,929	New	
WR2308 - Abernethy Road - Daddow Rd to CoK boundary north/east bound							
TOTAL WR2308 - Abernethy Road - Daddow Rd to CoK boundar	0	0	0	58,843	58,843	New	
WR2309 - Abernethy Road - CoK boundary to Daddow Rd south/west bound							
TOTAL WR2309 - Abernethy Road - CoK boundary to Daddow R	0	0	0	88,828	88,828	New	
WR2310 - Daddow Road - Abernethy Rd to CoK boundary south/east bound							
TOTAL WR2310 - Daddow Road - Abernethy Rd to CoK boundar	0	0	0	136,372	136,372	New	
WR2311 - Abernethy Road - Alexander Rd to Hendra St south/east bound							

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
TOTAL WR2311 - Abernethy Road - Alexander Rd to Hendra St - Profile edges	0	0	0	178,606	178,606	New	
WR2312 - Fulham Street - Fisher Street New Roundabout and Lighting							
TOTAL WR2312 - Fulham Street - Fisher Street New Roundabout	0	0	0	80,079	80,079	New	
WR2313 - Wright Street - Kooyong Rd, pre-deflection at Roundabout, up							
TOTAL WR2313 - Wright Street - Kooyong Rd, pre-deflection at I	0	0	0	38,740	38,740	New	
WR2314 - Gabriel Place - Gabriel Street to Acton Ave - Profile edges							
TOTAL WR2314 - Gabriel Place - Gabriel Street to Acton Ave - Pr	0	0	0	29,828	29,828	New	
WR2315 - Armadale Road - Campbell St to Roberts Rd - Profile edges an							
TOTAL WR2315 - Armadale Road - Campbell St to Roberts Rd - I	0	0	0	59,759	59,759	New	
WR2316 - Armadale Road - Roberts Rd to Alexander Rd - Profile edges a							
TOTAL WR2316 - Armadale Road - Roberts Rd to Alexander Rd -	0	0	0	42,781	42,781	New	
WR2317 - Salisbury Road - Hampden St to CDS - Profile edges and overl							
TOTAL WR2317 - Salisbury Road - Hampden St to CDS - Profile	0	0	0	31,841	31,841	New	
WR2318 - Penryn Street - Kew St to Scott St - Profile edges and overl							
TOTAL WR2318 - Penryn Street - Kew St to Scott St - Profile edg	0	0	0	47,168	47,168	New	
WR2319 - Penryn Court - Penryn St to CDS - Profile edges and overlay							
TOTAL WR2319 - Penryn Court - Penryn St to CDS - Profile edge	0	0	0	13,263	13,263	New	
WR2320 - Exeldia Place - Belgravia St to Cul de Sac - Profile edges a							
TOTAL WR2320 - Exeldia Place - Belgravia St to Cul de Sac - Pr	0	0	0	13,934	13,934	New	
WR2321 - Keady Street - Belgravia St to Harman St - Profile edges and							
TOTAL WR2321 - Keady Street - Belgravia St to Harman St - Pro	0	0	0	27,247	27,247	New	
WR2322 - Oswell Street - Belgravia St to Daly St - Profile edges and							
TOTAL WR2322 - Oswell Street - Belgravia St to Daly St - Profile	0	0	0	42,729	42,729	New	
WR2323 - Gilroy Street - Oswell St to Wright St CDS - Profile edges a							
TOTAL WR2323 - Gilroy Street - Oswell St to Wright St CDS - Pr	0	0	0	33,594	33,594	New	
WR2324 - Ashworth - Epsom Ave to Keymer St - Profile edges and overl							
TOTAL WR2324 - Ashworth - Epsom Ave to Keymer St - Profile	0	0	0	66,468	66,468	New	
WR2325 - Belgravia Street - Sydenham St to Alexander Rd - Profile and							
TOTAL WR2325 - Belgravia Street - Sydenham St to Alexander R	0	0	0	78,394	78,394	New	
WR2326 - Belgravia Street - Wright St to Alexander Rd, 4 x speed plat							
TOTAL WR2326 - Belgravia Street - Wright St to Alexander Rd, 4	0	0	0	19,328	19,328	New	
WR2327 - Acton Avenue - Keane St to President St - Profile and overla							
TOTAL WR2327 - Acton Avenue - Keane St to President St - Prof	0	0	0	102,979	102,979	New	
WR2328 - Acton Avenue - Car Park at Yomba, upgrade							
TOTAL WR2328 - Acton Avenue - Car Park at Yomba, upgrade	0	0	0	19,932	19,932	New	
WR2329 - Wright Street - Hardey Rd to Belgravia St, design & tree rem							
TOTAL WR2329 - Wright Street - Hardey Rd to Belgravia St, desi	0	0	0	42,019	42,019	New	
WR2330 - Daly Street - Replace concrete road with asphalt (105m2)							
TOTAL WR2330 - Daly Street - Replace concrete road with asph	0	0	0	30,490	30,490	New	
TOTAL 240 - Road Construction	3,094,384	2,693,397	1,649,235	2,016,025	-677,373	-25%	
250 - Road Maintenance							
W59900 - Streets-Gen Mntc							
TOTAL W59900 - Streets-Gen Mntc	270,639	398,669	334,095	404,039	5,370	1%	
W59909 - Streets-Gen-Bins							
TOTAL W59909 - Streets-Gen-Bins	10,620	10,620	5,237	10,121	-499	-5%	
W59911 - Streets-Gen-Signs							
TOTAL W59911 - Streets-Gen-Signs	20,556	20,556	16,293	20,556	0	0%	
W59914 - Streets Gen - LineMarking							
TOTAL W59914 - Streets Gen - LineMarking	8,312	8,312	5,576	8,312	0	0%	
W59916 - Streets-RoadWorks Signs							
TOTAL W59916 - Streets-RoadWorks Signs	7,259	7,259	4,590	7,259	0	0%	
W59919 - Streets - Parking Signs							
TOTAL W59919 - Streets - Parking Signs	52,850	52,850	1,580	53,615	765	1%	
W59930 - Streets Gen - Boat Ramps							
TOTAL W59930 - Streets Gen - Boat Ramps	4,797	4,797	1,071	4,562	-235	-5%	
W59942 - Streets-Gen-Bus Seat/Shit							
TOTAL W59942 - Streets-Gen-Bus Seat/Shit	65,700	65,700	68,113	69,244	3,544	5%	
W59945 - Streets General Street Lightin							
TOTAL W59945 - Streets General Street Lightin	154,832	51,380	47,355	87,958	36,578	71%	
W59950 - Streets Gen - Gross Pollutant Trap							
TOTAL W59950 - Streets Gen - Gross Pollutant Trap	27,050	27,050	21,181	27,050	0	0%	
W59960 - Streets - Sweeping							
TOTAL W59960 - Streets - Sweeping	240,353	389,970	366,893	424,485	34,515	9%	
W59961 - Streets - Crack Sealing							
TOTAL W59961 - Streets - Crack Sealing	23,355	23,355	27,291	25,000	1,645	7%	
W59962 - Streets Gen - Safety Devices							
TOTAL W59962 - Streets Gen - Safety Devices	15,909	18,628	26,397	28,610	9,982	54%	
W59998 - Streets - Specific							
TOTAL W59998 - Streets - Specific	6,091	6,091	0	5,947	-144	-2%	
W82900 - Shopping Cnt C/P-Gen Mntc							
TOTAL W82900 - Shopping Cnt C/P-Gen Mntc	33,420	33,420	1,612	37,010	3,590	11%	
TOTAL 250 - Road Maintenance	941,743	1,118,656	927,583	1,213,768	95,111	9%	
260 - Footpath Construction							
WF2101 - Connectivity							
TOTAL WF2101 - Connectivity	0	0	9,222	0	0	0%	
WF2108 - Matheson Rd							
TOTAL WF2108 - Matheson Rd	55,274	15,274	0	49,202	33,928	222%	
WF2121 - Green Route 1							
TOTAL WF2121 - Green Route 1	32,242	32,242	3,105	0	-32,242	-100%	

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
WF2201 - Connectivity - Various Locations							
TOTAL WF2201 - Connectivity - Various Locations	25,000	25,000	6,512	0	-25,000	-100%	
WF2202 - Rehabilitation - Various Locations							
TOTAL WF2202 - Rehabilitation - Various Locations	25,000	25,000	0	0	-25,000	-100%	
WF2203 - Signs and Lines - Various Locations							
TOTAL WF2203 - Signs and Lines - Various Locations	10,000	10,001	0	0	-10,001	-100%	
WF2204 - Hardey Rd - Ellard Ave to Sydenham St							
TOTAL WF2204 - Hardey Rd - Ellard Ave to Sydenham St	54,643	54,643	0	0	-54,643	-100%	
WF2205 - Albert Jordan Park - Albert Jordan Park - All paving							
TOTAL WF2205 - Albert Jordan Park - Albert Jordan Park - All pa	30,819	30,819	0	0	-30,819	-100%	
WF2206 - Adachi Park - Adachi Park 6 - Great Eastern Hwy to Foreshore							
TOTAL WF2206 - Adachi Park - Adachi Park 6 - Great Eastern Ha	14,340	0	0	0	0	0%	
WF2207 - Severin Walk - Sections 1244 and 1781							
TOTAL WF2207 - Severin Walk - Sections 1244 and 1781	39,888	39,888	46,811	0	-39,888	-100%	
WF2208 - Oats St - Paterson Rd to Armadale Rd							
TOTAL WF2208 - Oats St - Paterson Rd to Armadale Rd	16,783	16,783	19,075	0	-16,783	-100%	
WF2209 - Rivose Way - Pearl Rd to Flintlock Crt							
TOTAL WF2209 - Rivose Way - Pearl Rd to Flintlock Crt	9,713	9,713	10,213	0	-9,713	-100%	
WF2210 - Wright St - Armadale Rd to Acton Ave							
TOTAL WF2210 - Wright St - Armadale Rd to Acton Ave	46,413	46,413	45,416	0	-46,413	-100%	
WF2211 - Mathieson Rd - Mathieson Rd - Part 2 - Dirt Road to Arum St							
TOTAL WF2211 - Mathieson Rd - Mathieson Rd - Part 2 - Dirt Ro	39,465	0	0	46,490	46,490	New	
WF2212 - Hay Rd - PSP path - Profile and overlay 200m of 2.5m path							
TOTAL WF2212 - Hay Rd - PSP path - Profile and overlay 200m o	30,250	0	0	0	0	0%	
WF2213 - Keymer St - Hardey Rd Opp #48 to Wallace St							
TOTAL WF2213 - Keymer St - Hardey Rd Opp #48 to Wallace St	38,067	38,067	21,600	0	-38,067	-100%	
WF2214 - Hardey Rd - Keymer St #30 to Wallace St							
TOTAL WF2214 - Hardey Rd - Keymer St #30 to Wallace St	15,531	15,531	0	0	-15,531	-100%	
WF2215 - Epsom Av - Victoria St to Smiths Ave							
TOTAL WF2215 - Epsom Av - Victoria St to Smiths Ave	23,163	23,163	26,976	0	-23,163	-100%	
WF2216 - Kooyong Rd - Wright Street to Sydenham St at Peet Park							
TOTAL WF2216 - Kooyong Rd - Wright Street to Sydenham St at	32,943	0	0	0	0	0%	
WF2217 - Esther St - Knutsford Av to Acton Av							
TOTAL WF2217 - Esther St - Knutsford Av to Acton Av	31,960	31,960	12,080	0	-31,960	-100%	
WF2218 - Belmont Av - Fulham St roundabout annulus change							
TOTAL WF2218 - Belmont Av - Fulham St roundabout annulus c	30,000	12,500	0	0	-12,500	-100%	
WF2219 - Knutsford Av Cycle Street							
TOTAL WF2219 - Knutsford Av Cycle Street	25,000	0	0	0	0	0%	
WF2220 - Green Route development							
TOTAL WF2220 - Green Route development	80,000	0	0	0	0	0%	
WF2221 - Daly St Cycle Street							
TOTAL WF2221 - Daly St Cycle Street	25,000	12,000	0	0	-12,000	-100%	
WF2222 - Sydenham St Cycle Street							
TOTAL WF2222 - Sydenham St Cycle Street	25,000	8,000	0	0	-8,000	-100%	
WF2223 - Orrong Rd Crossings							
TOTAL WF2223 - Orrong Rd Crossings	33,333	0	0	0	0	0%	
WF2224 - Garvey Park Foreshore Path							
TOTAL WF2224 - Garvey Park Foreshore Path	92,000	10,000	0	139,543	129,543	1295%	
WF2301 - Connectivity							
TOTAL WF2301 - Connectivity	0	0	0	24,520	24,520	New	
WF2302 - Rehabilitation							
TOTAL WF2302 - Rehabilitation	0	0	0	24,520	24,520	New	
WF2303 - Signs and Lines							
TOTAL WF2303 - Signs and Lines	0	0	0	9,808	9,808	New	
WF2304 - Wright Street							
TOTAL WF2304 - Wright Street	0	0	0	12,500	12,500	New	
WF2305 - Fulham Street							
TOTAL WF2305 - Fulham Street	0	0	0	12,500	12,500	New	
WF2306 - Matheson Rd - Aurrum St to Keymer St 122m							
TOTAL WF2306 - Matheson Rd - Aurrum St to Keymer St 122m	0	0	0	47,657	47,657	New	
WF2307 - Sydenham St							
TOTAL WF2307 - Sydenham St	0	0	0	20,896	20,896	New	
WF2308 - St Kilda Rd							
TOTAL WF2308 - St Kilda Rd	0	0	0	27,144	27,144	New	
WF2309 - Sommers Street							
TOTAL WF2309 - Sommers Street	0	0	0	29,579	29,579	New	
WF2310 - Wicca Street							
TOTAL WF2310 - Wicca Street	0	0	0	25,954	25,954	New	
WF2311 - Ford Street							
TOTAL WF2311 - Ford Street	0	0	0	25,721	25,721	New	
WF2312 - Fisher Street							
TOTAL WF2312 - Fisher Street	0	0	0	13,188	13,188	New	
WF2313 - Belmont Ave & Fulham Rd Roundabout							
TOTAL WF2313 - Belmont Ave & Fulham Rd Roundabout	0	0	0	17,500	17,500	New	
WF2314 - Knutsford Ave Cycle Street							
TOTAL WF2314 - Knutsford Ave Cycle Street	0	0	0	25,000	25,000	New	
WF2315 - Green Route Development							
TOTAL WF2315 - Green Route Development	0	0	0	25,000	25,000	New	
WF2316 - Daly Street Cycle Street							
TOTAL WF2316 - Daly Street Cycle Street	0	0	0	13,000	13,000	New	

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
WF2317 - Sydenham St Cycle Street							
TOTAL WF2317 - Sydenham St Cycle Street	0	0	0	17,000	17,000	New	
TOTAL 260 - Footpath Construction	881,829	456,998	281,012	606,721	149,723	33%	
270 - Footpath Maintenance							
W59500 - Foot Paths-Gen Mntc							
TOTAL W59500 - Foot Paths-Gen Mntc	263,182	263,182	252,512	266,926	3,744	1%	
TOTAL 270 - Footpath Maintenance	263,182	263,182	252,512	266,926	3,744	1%	
280 - Drainage Construction							
WD0806 - Hilton Grove							
TOTAL WD0806 - Hilton Grove	0	0	147	0	0	0%	
WD0808 - Belgravia Street							
TOTAL WD0808 - Belgravia Street	0	0	1,200	0	0	0%	
WD2001 - Side Entry pit upgrades							
TOTAL WD2001 - Side Entry pit upgrades	0	0	134	0	0	0%	
WD2104 - Aluminium/Concrete Pipe Rehabilitation Program							
TOTAL WD2104 - Aluminium/Concrete Pipe Rehabilitation Progr	0	0	1,439	0	0	0%	
WD2108 - Downsbrough Avenue: Drainage system extension							
TOTAL WD2108 - Downsbrough Avenue: Drainage system exte	0	10,000	7,953	0	-10,000	-100%	
WD2201 - Side Entry pit upgrades							
TOTAL WD2201 - Side Entry pit upgrades	210,000	120,000	147,643	0	-120,000	-100%	
WD2202 - Pollution Control Improvement							
TOTAL WD2202 - Pollution Control Improvement	20,000	20,000	500	0	-20,000	-100%	
WD2203 - Pipe condition investigation							
TOTAL WD2203 - Pipe condition investigation	80,000	80,000	0	0	-80,000	-100%	
WD2204 - Alum/Conc Pipe Rehab Program							
TOTAL WD2204 - Alum/Conc Pipe Rehab Program	140,000	70,000	0	0	-70,000	-100%	
WD2205 - General Drainage Improvements							
TOTAL WD2205 - General Drainage Improvements	150,000	75,000	3,533	0	-75,000	-100%	
WD2301 - Side Entry pit upgrades							
TOTAL WD2301 - Side Entry pit upgrades	0	0	0	200,928	200,928	New	
WD2302 - Pollution Control Improvement							
TOTAL WD2302 - Pollution Control Improvement	0	0	0	19,136	19,136	New	
WD2303 - Pipe condition investigation							
TOTAL WD2303 - Pipe condition investigation	0	0	0	239,200	239,200	New	
WD2304 - General Drainage Improvements							
TOTAL WD2304 - General Drainage Improvements	0	0	0	133,952	133,952	New	
TOTAL 280 - Drainage Construction	600,000	375,000	162,549	593,216	218,216	58%	
290 - Drainage Maintenance							
W59448 - Ascot Waters Marina Maint							
TOTAL W59448 - Ascot Waters Marina Maint	0	0	0	0	0	0%	
W59948 - Streets-Gen-Drainage							
TOTAL W59948 - Streets-Gen-Drainage	332,959	332,959	291,964	319,859	-13,100	-4%	
TOTAL 290 - Drainage Maintenance	332,959	332,959	291,964	319,859	-13,100	-4%	
300 - Works Overheads							
993000 - Public Works Overheads							
1 - Expenditure							
993000-00-1119-000 Licenses	400	400	336	0	-400	-100%	
993000-00-1122-000 Rent/Lease	6,400	6,400	6,661	6,400	0	0%	Standpipe hire.
993000-00-1200-000 Salaries	136,359	136,359	140,437	136,777	418	0%	As per salaries spread sheet.
993000-00-1201-000 Wages	144,155	74,790	63,878	179,351	104,561	140%	As per salaries spread sheet. March: Wages amended to match future works.
993000-00-1202-000 Allowances	1,768	1,768	417	1,298	-470	-27%	Electronic bank fees and mobile phone.
993000-00-1203-000 Service Pay	6,720	6,720	3,630	3,900	-2,820	-42%	Service pay allocations to be approved by HR.
993000-00-1204-000 Long Service Leave	9,800	9,800	7,545	31,217	21,417	219%	As per salaries spread sheet.
993000-00-1207-000 Employee Entitlements	8,000	8,000	0	0	-8,000	-100%	
993000-00-1208-000 Workers Compensation	12,976	12,976	13,403	12,248	-728	-6%	As per salaries spread sheet.
993000-00-1209-000 Superannuation	145,877	145,877	84,933	151,421	5,544	4%	As per salaries spread sheet.
993000-00-1210-000 Staff Medicals and Health	1,000	1,000	0	1,000	0	0%	Works staff health assessment when required.
993000-00-1211-000 Fringe Benefits Tax	10,297	10,297	6,641	10,297	0	0%	
993000-00-1213-000 Salaries - Supervisors	363,307	363,307	301,745	350,553	-12,754	-4%	As per salaries spread sheet.
993000-00-1216-000 Agency Staff	6,000	38,640	61,752	38,640	0	0%	As per salaries spread sheet. Agency Staff amended to match future works.
993000-00-1219-000 Overheads	1,200	1,200	0	1,200	0	0%	
993000-00-1222-000 Materials	1,200	1,200	564	1,200	0	0%	
993000-00-1224-000 Fuel	0	0	662	0	0	0%	
993000-00-1226-000 Stationery	3,000	3,000	2,829	3,000	0	0%	Photocopying supplies and general office stationary.
993000-00-1230-000 Software - PC	2,000	2,000	1,990	2,000	0	0%	Drawings for Traffic Management Plan, upgrades.
993000-00-1234-000 Uniforms/Protective Clothing	8,000	8,000	7,231	8,000	0	0%	Purchase of Personal Protective Equipment as required.
993000-00-1238-000 Stores Adjustments	0	0	4,694	0	0	0%	
993000-00-1239-000 Consumables	5,000	5,000	1,441	5,000	0	0%	General supplies for works operations.
993000-00-1240-000 Safety Equipment	3,000	1,840	96	1,840	0	0%	Minor safety supplies.
993000-00-1250-000 Furniture	0	11,160	1,198	5,000	-6,160	-55%	
993000-00-1252-000 Equipment	1,700	1,700	242	1,700	0	0%	General equipment as required.
993000-00-1253-000 Fleet / Plant	90,000	90,000	73,042	81,500	-8,500	-9%	
993000-00-1263-000 Services - Advertising	1,000	1,000	1,471	1,500	500	50%	General road works advertising.
993000-00-1279-000 Services - Other	6,000	6,000	3,719	6,000	0	0%	
993000-00-1317-000 Ins. Prem - Other	100,432	100,432	99,958	109,924	9,492	9%	
993000-00-1322-000 Telephone	14,156	14,156	12,062	12,573	-1,583	-11%	Based on current year forecasts plus CPI.
993000-00-1373-000 Registration - Train/Conf	5,000	5,000	4,273	5,000	0	0%	Mandatory training, to maintain accreditation as required. Reduced due to COVID-19.
993000-00-1387-000 Food - Other	1,200	1,200	863	1,200	0	0%	
993000-00-1399-000 Miscellaneous	500	500	368	500	0	0%	
993000-00-1400-000 ABC Cost Allocation	283,544	283,544	245,326	251,844	-31,700	-11%	Activity Based Costing allocation based on updated drivers
993000-40-1119-000 Licenses	2,373	2,373	2,442	2,484	111	5%	Vehicle costs for Fleet 21, 22, 27, 30, 40 and 49.
993000-40-1201-000 Wages	2,988	2,988	1,601	2,880	-108	-4%	
993000-40-1216-000 Agency Staff	1,248	1,248	860	1,440	192	15%	

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
993000-40-1221-000 Tyres	1,018	1,018	3,463	3,000	1,982	195%	
993000-40-1223-000 Parts	1,600	1,600	478	800	-800	-50%	
993000-40-1224-000 Fuel	13,068	13,068	11,498	18,910	5,842	45%	
993000-40-1225-000 External Repairs	3,000	3,000	4,316	2,292	-708	-24%	
993000-40-1314-000 Ins. Prem - Motor Vehicle	1,542	1,542	1,447	1,519	-23	-1%	
TOTAL 1 - Expenditure	1,406,828	1,380,103	1,179,511	1,455,408	75,305	5%	
4 - Income							
993000-00-4402-000 Public Works Overheads	-1,397,028	-1,397,028	-1,109,722	-1,455,408	-58,380	4%	
TOTAL 4 - Income	-1,397,028	-1,397,028	-1,109,722	-1,455,408	-58,380	4%	
6 - Capital Income							
993000-00-6836-000 Long Service Leave Reserve - Wages	-9,800	-9,800	0	-31,217	-21,417	219%	Long Service Leave funded from reserve.
993000-00-6847-000 Misc Entitlements Reserve	0	-8,000	0	0	8,000	-100%	
TOTAL 6 - Capital Income	-9,800	-17,800	0	-31,217	-13,417	75%	
TOTAL 993000 - Public Works Overheads	0	-34,725	69,789	-31,217	3,508	-10%	
TOTAL 300 - Works Overheads	0	-34,725	69,789	-31,217	3,508	-10%	
320 - Other Works							
994500 - Other Public Works							
1 - Expenditure							
994500-00-1028-000 Street Lighting	792,000	792,000	668,298	871,200	79,200	10%	Based on forecasted tariff increase. Will be adjusted once State Budget is announced.
994500-00-1055-000 Cont to - Crossover	8,000	8,000	15,599	10,000	2,000	25%	
994500-00-1119-000 Licenses	4,000	4,000	336	500	-3,500	-88%	
994500-00-1399-000 Miscellaneous	0	0	180	0	0	0%	
994500-00-1400-000 ABC Cost Allocation	2,815	2,815	2,458	0	-2,815	-100%	
TOTAL 1 - Expenditure	806,815	806,815	686,871	881,700	74,885	9%	
4 - Income							
994500-00-4028-000 Street Lighting	0	0	-8,445	0	0	0%	
994500-00-4055-000 Cont to - Crossover	-8,000	-8,000	-21,175	-10,000	-2,000	25%	Income to offset expenditure.
994500-00-4263-000 Services - Advertising	-41,180	-41,180	-21,594	-40,600	580	-1%	Income from contracts, Bus Shelter advertising, Public Litter Bins and Illuminated Street Signs.
TOTAL 4 - Income	-49,180	-49,180	-51,214	-50,600	-1,420	3%	
TOTAL 994500 - Other Public Works	757,635	757,635	635,658	831,100	73,465	10%	
B03030 - Garvey Park-Boat Ramp/Jetty							
TOTAL B03030 - Garvey Park-Boat Ramp/Jetty	5,404	5,056	3,719	6,212	1,156	23%	
B11030 - Cracknell Park-Boat Ramp/Jetty							
TOTAL B11030 - Cracknell Park-Boat Ramp/Jetty	3,710	4,047	1,402	16,762	12,715	314%	
B15530 - The Esplanade-Boat Ramp/Jetty							
TOTAL B15530 - The Esplanade-Boat Ramp/Jetty	3,191	3,125	1,344	15,321	12,196	390%	
B35830 - Severin Walk Jetties							
TOTAL B35830 - Severin Walk Jetties	3,870	3,870	2,170	4,221	351	9%	
PR1003 - Turf & Gardens at Belmont Oasis - Maintain							
TOTAL PR1003 - Turf & Gardens at Belmont Oasis - Maintain	0	0	5,798	-1,304	-1,304	New	
PR1333 - Tree Removal and Replacement							
TOTAL PR1333 - Tree Removal and Replacement	20,000	20,000	3,970	11,000	-9,000	-45%	
PR1334 - Income for Trees removal/replacement							
TOTAL PR1334 - Income for Trees removal/replacement	-20,000	-20,000	-29,192	-11,000	9,000	-45%	
PR2020 - Minor Private Works - All Exp							
TOTAL PR2020 - Minor Private Works - All Exp	7,842	7,842	8,049	12,896	4,954	62%	
PR2021 - Income for Minor Private Works							
TOTAL PR2021 - Income for Minor Private Works	-7,500	-7,500	-5,968	-13,400	-5,900	79%	
PR2201 - Remove Pine Bollards for Crossover 27 Fitzroy Rd, Rivervale							
TOTAL PR2201 - Remove Pine Bollards for Crossover 27 Fitzroy	0	0	-131	0	0	0%	
TOTAL 320 - Other Works	774,251	774,174	626,819	871,808	87,633	13%	
330 - Operations Centre							
995000 - Operations Centre							
1 - Expenditure							
995000-00-1127-000 Hire (Property & Equipment)	1,500	1,500	292	1,500	0	0%	
995000-00-1128-000 Photocopying	0	0	2,211	0	0	0%	
995000-00-1200-000 Salaries	154,006	154,006	140,222	162,260	8,254	5%	As per salaries spread sheet.
995000-00-1201-000 Wages	42,500	42,500	49,811	42,500	0	0%	As per salaries spread sheet.
995000-00-1202-000 Allowances	100	100	90	100	0	0%	
995000-00-1208-000 Workers Compensation	1,618	1,618	1,672	1,704	86	5%	
995000-00-1209-000 Superannuation	15,411	15,411	13,886	16,698	1,287	8%	As per salaries spread sheet.
995000-00-1216-000 Agency Staff	32,000	32,000	35,528	32,000	0	0%	Budget for waste removal from Ops Centre. March: Budget increased to allow for labour hire, offset in salaries.
995000-00-1219-000 Overheads	130,375	130,375	151,803	155,705	25,330	19%	Overheads on wages.
995000-00-1222-000 Materials	0	0	41	0	0	0%	
995000-00-1224-000 Fuel	0	0	64	0	0	0%	
995000-00-1226-000 Stationery	1,000	1,000	124	1,000	0	0%	Photocopying supplies and general stationery.
995000-00-1227-000 Printing	0	0	125	0	0	0%	
995000-00-1234-000 Uniforms/Protective Clothing	1,000	1,000	798	1,000	0	0%	Personal Protective Equipment as required.
995000-00-1239-000 Consumables	4,500	4,500	2,096	2,000	-2,500	-56%	General supplies for office, amenity and wash areas.
995000-00-1240-000 Safety Equipment	1,200	1,200	495	1,200	0	0%	Equipment as required.
995000-00-1252-000 Equipment	5,000	5,000	4,073	5,000	0	0%	Tools, telephones, various.
995000-00-1253-000 Fleet / Plant	50,000	50,000	90,446	105,077	55,077	110%	Yard loader duties allocated incorrectly in previous years.
995000-00-1259-000 Chargeable Plant	0	0	8,414	4,000	4,000	New	Workshop Ute costs.
995000-00-1265-000 Services - Equipment Maint.	0	0	4,365	2,500	2,500	New	General equipment costs.
995000-00-1279-000 Services - Other	1,500	1,500	416	1,000	-500	-33%	General external costs.
995000-00-1317-000 Ins. Prem - Other	1,572	1,572	1,565	1,721	149	9%	
995000-00-1518-000 Insurance - Self Insurance	0	0	795	0	0	0%	
995000-00-1322-000 Telephone	2,208	2,208	1,677	1,735	-473	-21%	Based on current year forecasts plus CPI.
995000-00-1373-000 Registration - Train/Conf	1,500	1,500	0	1,500	0	0%	Mandatory training to maintain accreditation as required.
995000-00-1387-000 Food - Other	750	750	146	750	0	0%	Team building BBQ x 2.
995000-00-1400-000 ABC Cost Allocation	122,565	122,565	96,659	94,682	-27,883	-23%	Activity Based Costing allocation based on updated drivers

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
995000-40-1119-000 Licenses	24	24	24	0	-24	-100%	
995000-40-1201-000 Wages	294	294	37	0	-294	-100%	
995000-40-1216-000 Agency Staff	0	0	200	0	0	0%	
995000-40-1223-000 Parts	0	0	16	0	0	0%	
995000-40-1279-000 Services - Other	1,200	1,200	420	0	-1,200	-100%	
TOTAL 1 - Expenditure	571,823	571,823	608,512	635,632	63,809	11%	
3 - Capital Expenditure							
995000-32-3253-000 Fleet / Plant	222,960	130,800	51,696	92,160	-38,640	-30%	Vehicle purchase Fleet 35, 36 and 49.
995000-32-3259-000 Chargeable Plant	552,250	395,532	38,985	323,351	-72,181	-18%	Plant purchases MOW4, 8, 9, 10, CON11, TRL02, 05, 31, and GEN38.
TOTAL 3 - Capital Expenditure	775,210	526,332	90,681	415,511	-110,821	-21%	
4 - Income							
995000-00-4259-000 Chargeable Plant	0	0	-981	0	0	0%	
TOTAL 4 - Income	0	0	-981	0	0	0%	
6 - Capital Income							
995000-00-6253-000 Fleet / Plant	-168,015	-133,341	-51,545	-98,555	34,786	-26%	Income sale Fleet 35, 36, 49 and Mazda 6.
995000-00-6259-000 Chargeable Plant	-370,950	-593,900	-23,000	-91,131	502,769	-85%	Income sale Plant MOW4, 8, 9, 10, CON11, TRL02, 05, 31, and GEN38
995000-00-6838-000 Plant replacement reserve	-181,300	-181,300	0	-232,220	-50,920	28%	Reserve transfer to fund the net cost of plant replacement by Finance.
TOTAL 6 - Capital Income	-720,265	-908,541	-74,545	-421,906	486,635	-54%	
TOTAL 995000 - Operations Centre	626,768	189,614	623,667	629,237	439,623	232%	
B80699 - Operations Centre - Big Mntc							
TOTAL B80699 - Operations Centre - Big Mntc	212,849	231,110	185,924	223,958	-7,153	-3%	
P80600 - Operations Centre - Gen Mntc							
TOTAL P80600 - Operations Centre - Gen Mntc	37,824	44,031	38,669	74,499	30,468	69%	
TOTAL 330 - Operations Centre	877,441	464,755	848,260	927,693	462,938	100%	
340 - Plant Operating							
993500 - Plant Operating Overheads							
1 - Expenditure							
993500-00-1200-000 Salaries	89,430	89,430	39,133	112,117	22,687	25%	Admin Officer and Trades Assistant.
993500-00-1201-000 Wages	13,433	13,433	14,059	26,602	13,169	98%	Mechanic services allocation.
993500-00-1202-000 Allowances	100	100	140	300	200	200%	Electronic banking charges.
993500-00-1204-000 Long Service Leave	0	14,229	14,229	0	-14,229	-100%	
993500-00-1207-000 Employee Entitlements	0	51,991	51,991	0	-51,991	-100%	
993500-00-1208-000 Workers Compensation	3,720	3,720	3,842	4,383	663	18%	As per salaries spread sheet.
993500-00-1209-000 Superannuation	40,997	40,997	28,430	40,380	-617	-2%	As per salaries spread sheet.
993500-00-1211-000 Fringe Benefits Tax	6,026	6,026	5,040	6,026	0	0%	
993500-00-1213-000 Salaries - Supervisors	91,669	91,669	83,767	93,502	1,833	2%	Coordinator Fleet and Plant salary.
993500-00-1216-000 Agency Staff	12,188	32,814	38,294	49,974	17,160	52%	Labour hire mechanic, pending recruitment.
993500-00-1219-000 Overheads	0	0	4,176	0	0	0%	
993500-00-1223-000 Parts	0	0	97	0	0	0%	
993500-00-1224-000 Fuel	2,000	2,000	2,987	2,000	0	0%	Fuel for Ops Centre based Plant and Equipment.
993500-00-1225-000 External Repairs	0	0	1,056	1,000	1,000		New External servicing of minor equipment as required.
993500-00-1226-000 Stationery	1,700	1,700	166	1,700	0	0%	General stationary items for admin operations.
993500-00-1233-000 Freight	0	0	142	0	0	0%	
993500-00-1234-000 Uniforms/Protective Clothing	500	500	1,414	1,200	700	140%	Clothing for workshop team members.
993500-00-1239-000 Consumables	5,000	5,000	6,328	5,000	0	0%	Various minor items for use in the Workshop.
993500-00-1240-000 Safety Equipment	8,000	8,000	3,058	5,000	-3,000	-38%	Personal Protective Equipment for workshop team members.
993500-00-1252-000 Equipment	800	800	472	800	0	0%	Various minor equipment if required.
993500-00-1253-000 Fleet / Plant	0	0	163	0	0	0%	
993500-00-1259-000 Chargeable Plant	0	0	115	0	0	0%	
993500-00-1265-000 Services - Equipment Maint.	500	500	0	500	0	0%	General maintenance.
993500-00-1279-000 Services - Other	4,000	4,000	2,243	2,500	-1,500	-38%	Equipment maintenance and agreement fees crane, plus various items.
993500-00-1322-000 Telephone	1,604	1,604	1,618	1,688	84	5%	Based on current year forecasts plus CPI.
993500-00-1387-000 Food - Other	0	0	147	0	0	0%	
993500-00-1400-000 ABC Cost Allocation	81,715	81,715	70,683	105,605	23,890	29%	Activity Based Costing allocation based on updated drivers
993500-40-1119-000 Licenses	15,128	15,128	15,493	15,493	365	2%	Vehicle costs for Fleet 0, 2, 34, 35, 46 and major plant items.
993500-40-1201-000 Wages	89,116	89,116	28,233	57,500	-31,616	-35%	
993500-40-1216-000 Agency Staff	70,680	70,680	70,160	71,875	1,195	2%	
993500-40-1219-000 Overheads	17,005	17,005	12,908	25,000	7,995	47%	
993500-40-1221-000 Tyres	22,115	22,115	8,180	22,115	0	0%	
993500-40-1222-000 Materials	2,115	2,115	182	0	-2,115	-100%	
993500-40-1223-000 Parts	34,176	34,176	37,409	34,176	0	0%	
993500-40-1224-000 Fuel	89,125	89,125	102,511	124,866	35,741	40%	
993500-40-1225-000 External Repairs	121,664	121,664	112,777	121,664	0	0%	
993500-40-1253-000 Fleet / Plant	2,225	2,225	7	0	-2,225	-100%	
993500-40-1279-000 Services - Other	3,889	3,889	2,587	3,889	0	0%	
993500-40-1314-000 Ins. Prem - Motor Vehicle	43,416	43,416	40,753	42,791	-625	-1%	
TOTAL 1 - Expenditure	874,835	960,881	804,999	979,646	18,764	2%	
4 - Income							
993500-00-4031-000 Grant - Diesel Fuel Rebate	-26,000	-26,000	-19,846	-23,000	3,000	-12%	Recouped as part of Business Activity Statement
993500-00-4405-000 Plant Operating	-992,178	-992,178	-756,851	-1,009,967	-17,789	2%	Plant recovery cost
TOTAL 4 - Income	-1,018,178	-1,018,178	-776,697	-1,032,967	-14,789	1%	
6 - Capital Income							
993500-00-6835-000 Long Service Leave Reserve - Salaries	0	14,229	0	0	-14,229	-100%	
993500-00-6847-000 Misc Entitlements Reserve	0	-51,991	0	0	51,991	-100%	
TOTAL 6 - Capital Income	0	-37,762	0	0	37,762	-100%	
TOTAL 993500 - Plant Operating Overheads	-144,142	-95,058	28,292	-53,322	41,737	-44%	
TOTAL 340 - Plant Operating	-144,142	-95,058	28,292	-53,322	41,737	-44%	
570 - Sanitation Charges							
983000 - Sanitation Charges							
1 - Expenditure							

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
983000-00-1200-000 Salaries	81,280	147,829	126,357	185,265	37,436	25%	Salaries for Coordinator and Admin.
983000-00-1201-000 Wages	10,000	10,000	4,565	10,000	0	0%	Works staff resources for drop off days.
983000-00-1202-000 Allowances	100	100	53	150	50	50%	
983000-00-1209-000 Superannuation	11,800	17,800	15,001	24,478	6,678	38%	Populated from the salaries budget.
983000-00-1211-000 Fringe Benefits Tax	0	0	8,090	5,000	5,000	New	
983000-00-1213-000 Salaries - Supervisors	0	0	2,114	0	0	0%	
983000-00-1216-000 Agency Staff	5,000	5,000	810	3,000	-2,000	-40%	Labour resources for illegal dumping and drop off days.
983000-00-1219-000 Overheads	38,550	38,550	21,298	27,170	-11,380	-30%	Operations Centre Overheads
983000-00-1222-000 Materials	2,500	2,500	480	750	-1,750	-70%	Bins, padlocks, chains, poles and tape/plastic (asbestos day)
983000-00-1234-000 Uniforms/Protective Clothing	0	0	4	0	0	0%	
983000-00-1239-000 Consumables	15,000	15,000	17,799	33,600	18,600	124%	Dog waste bags compostable and plastic.
983000-00-1240-000 Safety Equipment	200	200	139	200	0	0%	
983000-00-1253-000 Fleet / Plant	6,000	6,000	3,991	6,000	0	0%	Allocation of fleet/plant costs from drop off days and verge clean ups
983000-00-1263-000 Services - Advertising	13,000	13,000	13,995	13,000	0	0%	Asbestos/white goods day, Garage Sale Trail & other advertising.
983000-00-1264-000 Services - Rubbish	4,835,345	4,835,345	4,058,677	5,374,533	539,188	11%	Waste service costs for collection, processing and disposal.
983000-00-1266-000 Services - Cleaning	7,500	7,500	5,258	7,500	0	0%	Quarterly bin bath services in parks/halls/streets and where required
983000-00-1270-000 Services - Legal	200,000	200,000	132,879	120,000	-80,000	-40%	Ongoing legal costs associated with Waste Supply Agreements and alternative disposal.
983000-00-1279-000 Services - Other	12,000	12,000	10,557	12,000	0	0%	Asbestos disposal bin hire costs, degassing, oil, waste guide annual distribution costs, mattress recycling costs, waste disposal.
983000-00-1400-000 ABC Cost Allocation	212,507	212,507	172,092	93,218	-119,289	-56%	Activity Based Costing allocation based on updated drivers
983000-10-1201-000 Wages	0	0	582	0	0	0%	
983000-10-1219-000 Overheads	0	0	1,710	0	0	0%	
983000-10-1253-000 Fleet / Plant	0	0	572	0	0	0%	
983000-40-1201-000 Wages	0	480	0	480	0	0%	Vehicle costs for Fleet 43.
983000-40-1216-000 Agency Staff	0	240	0	240	0	0%	
983000-40-1224-000 Fuel	0	888	0	2,238	1,350	152%	
983000-40-1225-000 External Repairs	0	900	0	382	-518	-58%	
TOTAL 1 - Expenditure	5,450,782	5,525,839	4,597,824	5,919,204	393,365	7%	
3 - Capital Expenditure							
** 983000-00-3837-000 Environment reserve	945,000	945,000	0	0	-945,000	-100%	Anticipated savings from Waste disposal
** 983000-00-3841-000 Waste Management Reserve	0	305,298	0	476,101	125,803	36%	
TOTAL 3 - Capital Expenditure	945,000	1,295,298	0	476,101	-819,197	-63%	
4 - Income							
983000-00-4059-000 Cont - Other	-120,000	-90,000	-81,666	-90,000	0	0%	Income from Container Deposit Scheme quarterly.
983000-00-4126-000 Sanitation Charges	-6,165,768	-6,165,768	-6,120,705	-6,130,912	34,856	-1%	Sanitation charges with no changes to the sanitation fees.
983000-00-4137-000 Sanitation - 2nd or Subsequent	-240,653	-240,653	-224,738	-207,598	33,055	-14%	Additional sanitation charges with no changes to the sanitation fees.
983000-00-4399-000 Miscellaneous	-3,000	-3,000	-4,479	-3,000	0	0%	Income from scrap metal.
TOTAL 4 - Income	-6,529,421	-6,499,421	-6,431,589	-6,431,510	67,911	-1%	
TOTAL 983000 - Sanitation Charges	-133,639	321,716	-1,834,565	-36,205	-357,921	-111%	
983001 - Illegal Dumping							
1 - Expenditure							
983001-00-1201-000 Wages	8,000	8,000	5,492	15,000	7,000	88%	Collect and dispose of dumped items.
983001-00-1216-000 Agency Staff	20,690	20,690	40,459	15,000	-5,690	-28%	Collect and dispose of dumped items.
983001-00-1219-000 Overheads	71,949	71,949	96,863	62,700	-9,249	-13%	Labour overheads.
983001-00-1253-000 Fleet / Plant	8,000	8,000	14,745	8,000	0	0%	Truck usage.
983001-00-1264-000 Services - Rubbish	15,000	10,000	0	0	-10,000	-100%	
983001-00-1279-000 Services - Other	10,000	15,000	9,752	15,000	0	0%	Miscellaneous charges associated with illegal dumping.
TOTAL 1 - Expenditure	133,639	133,639	167,312	115,700	-17,939	-13%	
TOTAL 983001 - Illegal Dumping	133,639	133,639	167,312	115,700	-17,939	-13%	
983002 - FOGO Implementation							
1 - Expenditure							
983002-00-1227-000 Printing	12,000	12,000	0	12,000	0	0%	Promotional materials.
983002-00-1239-000 Consumables	1,915,815	1,915,815	0	1,755,245	-160,570	-8%	Purchase of new bins for general waste and food/garden organics (FOGO).
983002-00-1262-000 Services - Marketing	24,543	24,543	0	24,543	0	0%	Development of educational and promotional materials.
983002-00-1263-000 Services - Advertising	9,679	9,679	0	9,677	-2	0%	Advertising FOGO Initiative.
983002-00-1271-000 Services - Other Consultants	12,000	12,000	0	89,208	77,208	643%	Education and customer service resource.
983002-00-1279-000 Services - Other	12,000	12,000	0	12,000	0	0%	
983002-00-1283-000 Services - Environmental	11,726	11,726	0	11,726	0	0%	
983002-00-1332-000 Advertising	7,000	7,000	0	7,000	0	0%	
TOTAL 1 - Expenditure	2,004,763	2,004,763	0	1,921,399	-83,364	-4%	
4 - Income							
983002-00-4032-000 Grant - Operating	-583,830	-583,830	-233,532	-89,208	494,622	-85%	Grant income payment one from Better Bins Plus.
TOTAL 4 - Income	-583,830	-583,830	-233,532	-89,208	494,622	-85%	
6 - Capital Income							
983002-00-6841-000 Waste Management Reserve	-1,420,933	-1,524,458	0	-1,832,191	-307,733	20%	Reserve funds used relate to the partial use of \$1.7M received from Eastern Metropolitan Regional Council to implement FOGO and Better Bins Grant.
TOTAL 6 - Capital Income	-1,420,933	-1,524,458	0	-1,832,191	-307,733	20%	
TOTAL 983002 - FOGO Implementation	0	-103,525	-233,532	0	103,525	-100%	
TOTAL 570 - Sanitation Charges	0	351,830	-1,900,786	79,495	-272,335	-77%	
TOTAL 040 - Works	7,621,646	6,701,169	3,157,229	6,810,972	109,803	2%	
042 - Engineering							
220 - Technical Services							
994000 - Technical Services							
1 - Expenditure							
994000-00-1028-000 Street Lighting	25,000	25,000	0	25,000	0	0%	Detailed design and development for LED upgrade at Ascot Waters, Western Power Approvals. Design upgrade for street lights at Epsom Ave shopping precinct.
994000-00-1128-000 Photocopying	6,500	6,500	1,410	6,500	0	0%	Toner & maintenance for copiers in Design Office, secretaries office and internal bulk photocopying done by department copiers.
994000-00-1200-000 Salaries	1,229,993	1,000,000	1,006,729	1,030,169	30,169	3%	As per salaries worksheet.
994000-00-1202-000 Allowances	549	549	418	499	-50	-9%	Cost of electronic banking.
994000-00-1204-000 Long Service Leave	0	48,554	72,949	0	-48,554	-100%	
994000-00-1208-000 Workers Compensation	13,317	13,317	13,755	10,822	-2,495	-19%	As per salaries worksheet.
994000-00-1209-000 Superannuation	160,083	160,083	122,431	131,926	-28,157	-18%	As per salaries worksheet.

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
994000-00-1211-000 Fringe Benefits Tax	49,703	49,703	25,982	49,703	0	0%	
994000-00-1216-000 Agency Staff	5,000	150,000	0	150,000	0	0%	Budget allowance (estimated 50% loading above salaries) for engagement of consultant or agency staff to cover vacant positions until recruitment of permanent staff: Civil Designer (\$40K), Coordinator Traffic and Development (\$55K), Coordinator Asset Management (\$55K). Savings may be realised throughout the year, depending on the timing of filling the vacancies, forecast to be updated at November and March Reviews.
994000-00-1224-000 Fuel	2,500	2,500	1,487	2,500	0	0%	Fuel Card for one Coordinator position in Infrastructure Development.
994000-00-1226-000 Stationery	3,500	3,500	2,784	3,500	0	0%	Photocopying supplies and general office stationery.
994000-00-1227-000 Printing	500	500	0	500	0	0%	OCE A0 plotter/copier/scanner: paper rolls, inks, business cards, block prints and info sheets.
994000-00-1228-000 Book Purchases Local	0	0	2,113	0	0	0%	
994000-00-1234-000 Uniforms/Protective Clothing	1,000	1,000	0	1,000	0	0%	Personal safety equipment hats, boots, vests, jackets, glasses, sunscreen or as required.
994000-00-1239-000 Consumables	0	0	46	0	0	0%	
994000-00-1240-000 Safety Equipment	500	500	45	500	0	0%	Safety equipment signs, cones, lights or as required.
994000-00-1243-000 Electronic Data	0	0	27	0	0	0%	
994000-00-1252-000 Equipment	2,000	2,000	1,081	2,000	0	0%	Small equipment purchases (\$500) Other small purchases i.e. phones (\$1,500).
994000-00-1263-000 Services - Advertising	10,000	10,000	8,995	10,000	0	0%	Tenders, road closures, employment notices/vacancies (Civic Centre DAD Services Staff only).
994000-00-1270-000 Services - Legal	5,000	5,000	2,214	5,000	0	0%	Essentials and legal assistance DVS and Market Development And Administration Department.
994000-00-1279-000 Services - Other	5,000	5,000	258	5,000	0	0%	\$2,000 annual plan scanning, \$3,000 Technical Services small office projects. Typically done in June.
994000-00-1280-000 Services - Training	0	0	215	0	0	0%	
994000-00-1322-000 Telephone	12,667	12,667	9,697	9,870	-2,797	-22%	Utilities budget based on current year forecasts plus CPI
994000-00-1330-000 Subscriptions	3,000	3,000	2,283	3,000	0	0%	Standards, journals, magazines or as required.
994000-00-1371-000 Travel - Conferences	2,000	0	0	4,000	4,000		New Flights to conferences interstate e.g. Asset Management or Annual National Conference The Institute of Public Works Engineering Australia.
994000-00-1372-000 Accommodation - Conferences	2,000	0	0	2,000	2,000		New Accommodation at conferences interstate.
994000-00-1373-000 Registration - Train/Conf	12,000	12,000	11,810	18,000	6,000	50%	Training, conferences, courses, seminars, webinars or as required e.g. IPWEA Training week and Annual Conference. Sam Stubbs AM Qualification.
994000-00-1387-000 Food - Other	2,500	2,500	0	2,500	0	0%	Civic Centre Infrastructure Services events only
994000-00-1399-000 Miscellaneous	1,000	2,000	2,069	2,000	0	0%	Parking, association fees, minor petty cash costs.
994000-00-1400-000 ABC Cost Allocation	454,671	454,671	361,948	493,788	39,117	9%	Activity Based Costing allocation based on updated drivers
994000-00-1119-000 Licenses	2,898	2,898	3,380	2,070	-828	-29%	Vehicle costs for Fleet 1, 5, 8, 17 and 67.
994000-00-1201-000 Wages	2,980	2,980	2,473	2,400	-580	-19%	
994000-00-1216-000 Agency Staff	596	596	570	1,200	604	101%	
994000-00-1221-000 Tyres	600	600	1,310	600	0	0%	
994000-00-1223-000 Parts	0	0	310	0	0	0%	
994000-00-1224-000 Fuel	15,324	15,324	14,851	15,369	45	0%	
994000-00-1225-000 External Repairs	2,744	7,882	8,058	3,820	-4,062	-52%	
994000-00-1279-000 Services - Other	0	0	210	0	0	0%	
994000-00-1314-000 Ins. Prem - Motor Vehicle	2,799	2,799	2,627	2,758	-41	-1%	
TOTAL 1 - Expenditure	2,037,924	2,003,623	1,704,635	1,997,994	-5,629	0%	
3 - Capital Expenditure							
994000-32-3253-000 Fleet / Plant	167,625	0	0	89,750	89,750		New Vehicle purchase Fleet 8 and 17.
TOTAL 3 - Capital Expenditure	167,625	0	0	89,750	89,750	New	
4 - Income							
994000-00-4076-000 Reimb - Staff Fuel	-2,200	-2,200	-1,509	-2,200	0	0%	Repayments by staff for Purchase Private Use and fuel costs Coordinator Design.
994000-00-4113-000 Settlement Enquiries	-10,000	-10,000	-10,883	-10,000	0	0%	Infrastructure Services Application (Crossovers) percentage of revenue - MDAD
994000-00-4124-000 Application Fees	-3,500	-3,500	-2,750	-3,500	0	0%	Assessment of pre building permit applications - MDAD.
994000-00-4132-000 Road Closures	-500	-500	0	-500	0	0%	Road Closures - MDAD.
994000-00-4252-000 Equipment	0	0	-459	0	0	0%	
994000-00-4399-000 Miscellaneous	-250	-250	0	-250	0	0%	Minor Reimbursements.
994000-00-4400-000 ABC Cost Recovery	-409,943	-409,943	-336,724	-297,230	112,713	-27%	Activity Based Costing recovery based on updated drivers
TOTAL 4 - Income	-426,393	-426,393	-352,425	-313,680	112,713	-26%	
6 - Capital Income							
994000-00-6253-000 Fleet / Plant	-111,890	-31,413	-31,364	-55,574	-24,161	77%	Income sale Fleet 8 and 17.
994000-00-6835-000 Long Service Leave Reserve - Salaries	0	-48,554	0	0	48,554	-100%	
TOTAL 6 - Capital Income	-111,890	-79,967	-31,364	-55,574	24,393	-31%	
TOTAL 994000 - Technical Services	1,667,266	1,497,263	1,320,746	1,718,490	221,228	15%	
994001 - Asset Management							
1 - Expenditure							
994001-00-1200-000 Salaries	300,325	230,000	241,321	342,170	112,170	49%	As per salaries worksheet.
994001-00-1202-000 Allowances	200	200	117	200	0	0%	Cost of electronic banking.
994001-00-1204-000 Long Service Leave	8,896	8,896	9,939	0	-8,896	-100%	
994001-00-1208-000 Workers Compensation	3,249	3,249	3,356	3,594	345	11%	As per salaries worksheet.
994001-00-1209-000 Superannuation	44,866	44,866	33,312	49,651	4,785	11%	As per salaries worksheet.
994001-00-1211-000 Fringe Benefits Tax	5,700	5,700	6,817	5,700	0	0%	
994001-00-1227-000 Printing	100	100	0	100	0	0%	Business cards or project printing.
994001-00-1252-000 Equipment	250	250	0	250	0	0%	Asset Management general small purchases.
994001-00-1271-000 Services - Other Consultants	0	50,000	46,538	50,000	0	0%	Forecast spend on consultants for Asset Management+ Maturity Audit, Systems Review, Asset Condition Inspections and Surveys, Community Levels of Service Survey.
994001-00-1322-000 Telephone	894	894	270	313	-581	-65%	Based on current year forecasts plus CPI.
994001-00-1330-000 Subscriptions	2,500	2,500	1,781	2,500	0	0%	NAMS plus subscription for asset management \$2,500 (June).
994001-00-1400-000 ABC Cost Allocation	88,885	88,885	71,198	69,777	-19,108	-21%	Activity Based Costing allocation based on updated drivers
TOTAL 1 - Expenditure	455,865	435,540	414,649	524,255	88,715	20%	
6 - Capital Income							
994001-00-6835-000 Long Service Leave Reserve - Salaries	-8,896	-8,896	0	0	8,896	-100%	
TOTAL 6 - Capital Income	-8,896	-8,896	0	0	8,896	-100%	
TOTAL 994001 - Asset Management	446,969	426,644	414,649	524,255	97,611	23%	
994002 - Shuttle Bus-Belmont Business Park							
1 - Expenditure							
994002-00-1119-000 Licenses	0	0	426	0	0	0%	
994002-00-1201-000 Wages	0	0	201	0	0	0%	
994002-00-1216-000 Agency Staff	0	0	40	0	0	0%	
994002-00-1223-000 Parts	0	0	29	0	0	0%	
TOTAL 1 - Expenditure	0	0	697	0	0	0%	
TOTAL 994002 - Shuttle Bus-Belmont Business Park	0	0	697	0	0	0%	
994003 - Traffic/Road Investigation							

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
1 - Expenditure							
994003-00-1200-000 Salaries	37,045	37,045	25,737	70,498	33,453	90%	As per salaries worksheet.
994003-00-1202-000 Allowances	200	200	10	200	0	0%	Cost of electronic banking.
994003-00-1204-000 Long Service Leave	0	0	1,180	0	0	0%	
994003-00-1208-000 Workers Compensation	392	392	405	742	350	89%	As per salaries worksheet.
994003-00-1209-000 Superannuation	5,398	5,398	3,638	10,299	4,901	91%	As per salaries worksheet.
994003-00-1211-000 Fringe Benefits Tax	0	0	3,208	0	0	0%	
994003-00-1216-000 Agency Staff	0	70,000	0	70,000	0	0%	Budget for either Agency or Consultant staff to progress projects such as a Road Network Safety Plan, City Transportation Model, Crash Analysis and Trend Reporting.
994003-00-1271-000 Services - Other Consultants	58,000	58,000	12,038	60,000	2,000	3%	Civil Consultancy to develop 2024-2025 Metropolitan Regional Road Group Submission, material testing and traffic management plan \$10,000 (May). Road Safety Audit as required by Main Roads WA for any State or National Black Spot submission \$5000 (Jun). Abernethy Rd, Great Eastern Highway to Kewdale Rd Route Transportation Study by consultant (\$45,000) July-Nov.
994003-00-1279-000 Services - Other	97,800	97,800	61,362	97,800	0	0%	23/24 Metropolitan Regional Road Group Project borehole testing of materials, service locating and detail surveys \$6,500/month (\$78,000). Traffic counter services for the year \$1,650 per month (\$19,800).
994003-00-1400-000 ABC Cost Allocation	10,526	10,526	8,461	14,520	3,994	38%	Activity Based Costing allocation based on updated drivers
TOTAL 1 - Expenditure	209,360	279,360	116,038	324,059	44,698	16%	
TOTAL 994003 - Traffic/Road Investigation	209,360	279,360	116,038	324,059	44,698	16%	
994004 - Travel Smart							
1 - Expenditure							
994004-00-1200-000 Salaries	92,356	92,356	85,784	93,502	1,146	1%	As per salaries worksheet.
994004-00-1202-000 Allowances	50	50	46	50	0	0%	Cost of electronic banking.
994004-00-1208-000 Workers Compensation	970	970	1,002	982	12	1%	As per salaries worksheet.
994004-00-1209-000 Superannuation	9,172	9,172	12,735	14,501	5,329	58%	As per salaries worksheet.
994004-00-1222-000 Materials	7,420	7,420	1,112	7,170	-250	-3%	Bike Breakfast Signs (750), Promotional items, give-aways, prizes, staff survey incentive vouchers etc. (6070), Staff Bike Fleet renewal items (350)
994004-00-1271-000 Services - Other Consultants	4,000	4,000	0	4,000	0	0%	Update Belmont Your Move Map to include new Redcliffe Rail Station and Bus network.
994004-00-1279-000 Services - Other	25,550	25,550	7,755	24,850	-700	-3%	Fleet bike servicing (1000), Bike Repair Station routine maintenance (1500), Staff Smart Rider Cards (250), Avon Descent (1100), Bike Breakfast event (2000), Bike valet parking major City events (1500), E-Rideable come and try, education and safety event, will also seek Grant Funds from Road Safety Commission (1500), Travel Plan promotion (2000), Back on your bike or bike maintenance community workshop (2000), Constable Care (7500), Autumn River Festival Bike event (1100), Bike user survey and Super Tuesday (2700).
994004-00-1332-000 Advertising	4,100	4,100	0	2,800	-1,300	-32%	Newspaper promoting Bike week, social media promotion of Travel Smart events, Lets Celebrate Belmont Guide promotion.
994004-00-1387-000 Food - Other	3,550	3,550	1,023	3,400	-150	-4%	Bike Breakfast catering, School Breakfast Grants.
994004-00-1400-000 ABC Cost Allocation	16,226	16,226	13,694	22,289	6,063	37%	Activity Based Costing allocation based on updated drivers
TOTAL 1 - Expenditure	163,394	163,394	123,151	173,544	10,150	6%	
4 - Income							
994004-00-4032-000 Grant - Operating	-1,500	-1,500	-3,636	-2,000	-500	33%	Funding from Department of Transport to support Belmont Bike Breakfast
TOTAL 4 - Income	-1,500	-1,500	-3,636	-2,000	-500	33%	
TOTAL 994004 - Travel Smart	161,894	161,894	119,514	171,544	9,650	6%	
TOTAL 220 - Technical Services	2,485,489	2,365,161	1,971,644	2,738,348	373,186	16%	
TOTAL 042 - Engineering	2,485,489	2,365,161	1,971,644	2,738,348	373,186	16%	
043 - Projects							
235 - City Projects							
994007 - City Projects							
1 - Expenditure							
994007-00-1200-000 Salaries	403,351	374,739	254,817	414,286	39,547	11%	Vacancies anticipated to be filled by July 2022
994007-00-1202-000 Allowances	150	150	80	150	0	0%	
994007-00-1208-000 Workers Compensation	4,237	4,237	4,376	4,351	114	3%	
994007-00-1209-000 Superannuation	57,674	57,674	27,990	61,308	3,634	6%	
994007-00-1211-000 Fringe Benefits Tax	0	0	8,627	5,000	5,000	New	
994007-00-1216-000 Agency Staff	36,400	112,184	92,000	28,046	-84,138	-75%	25% of 21/22 Budget to cover leave or increased project administration requirements.
994007-00-1224-000 Fuel	2,640	2,649	1,900	3,000	351	13%	
994007-00-1252-000 Equipment	0	50	0	0	-50	-100%	
994007-00-1263-000 Services - Advertising	0	0	564	0	0	0%	
994007-00-1270-000 Services - Legal	15,000	15,000	7,028	50,000	35,000	233%	Estimated legal fees if mediation/arbitration is required for Belmont Hub
994007-00-1271-000 Services - Other Consultants	195,000	195,000	63,285	530,000	335,000	172%	Wilson Park Stage 2: Heart + Playground - \$220,000 for design development & documentation Faulkner Civic Precinct: Ornamental Lakes - \$120,000 for design development & documentation 400 Abernethy Road - \$100,000 Site services assessment, staging plan, IA Business Case, concept options stage1 Faulkner Civic Precinct: Masterplan Review - \$40,000 for masterplan review and updated staging plan for future stages \$30,000 Project Management Framework Peer Review and implementation action plan \$20,000 for general consultancy, cost estimating services and contingency
994007-00-1322-000 Telephone	1,543	1,543	1,599	1,574	31	2%	
994007-00-1373-000 Registration - Train/Conf	1,500	3,328	4,257	10,000	6,672	201%	\$8,000 for training for 2 Staff to attend and complete PRINCE2 certification \$2,000 allowance for conferences and seminars
994007-00-1399-000 Miscellaneous	0	240	240	0	-240	-100%	
994007-00-1400-000 ABC Cost Allocation	64,671	64,671	54,111	89,069	24,398	38%	Activity Based Costing allocation based on updated drivers
994007-40-1119-000 Licenses	414	414	426	414	0	0%	Vehicle costs for Fleet 82.
994007-40-1201-000 Wages	480	480	350	480	0	0%	
994007-40-1216-000 Agency Staff	0	0	0	240	240	New	
994007-40-1224-000 Fuel	2,688	2,688	1,235	2,306	-382	-14%	
994007-40-1225-000 External Repairs	392	392	394	396	4	1%	
TOTAL 1 - Expenditure	786,140	835,439	523,276	1,200,620	365,181	44%	
3 - Capital Expenditure							
994007-32-3253-000 Fleet / Plant	0	0	0	44,875	44,875	New	Vehicle purchase Fleet 82.
TOTAL 3 - Capital Expenditure	0	0	0	44,875	44,875	New	
6 - Capital Income							
994007-00-6253-000 Fleet / Plant	0	0	0	-29,878	-29,878	New	Income sale Fleet 82.
TOTAL 6 - Capital Income	0	0	0	-29,878	-29,878	New	
TOTAL 994007 - City Projects	786,140	835,439	523,276	1,215,617	380,178	46%	
CP2201 - Wilson Park Netball Courts & Sports Lighting							
TOTAL CP2201 - Wilson Park Netball Courts & Sports Lighting	644,240	644,240	49,725	644,240	0	0%	
CP2202 - Belvidere Street Precinct Revitalisation							
TOTAL CP2202 - Belvidere Street Precinct Revitalisation	145,000	95,475	14,763	200,000	104,525	109%	
CP2301 - Belmont Hub Major Defects Rectification							
TOTAL CP2301 - Belmont Hub Major Defects Rectification	0	0	0	0	0	0%	

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
PG2023 - Wilson Park Master Plan							
TOTAL PG2023 - Wilson Park Master Plan	0	23,672	31,078	0	-23,672	-100%	
TOTAL 235 - City Projects	1,575,380	1,598,827	618,841	2,059,857	461,030	29%	
TOTAL 043 - Projects	1,575,380	1,598,827	618,841	2,059,857	461,030	29%	
045 - Parks & Environment							
310 - Streetscapes							
B59906 - Bus Shelter - Pergola/Gazebo							
TOTAL B59906 - Bus Shelter - Pergola/Gazebo	6,955	5,007	646	5,054	47	1%	
B59942 - Streets-Gen-Bus Seat/Shift							
TOTAL B59942 - Streets-Gen-Bus Seat/Shift	8,859	7,988	4,462	8,406	419	5%	
P15200 - Entry Statement Grdns-Gen Mntc							
TOTAL P15200 - Entry Statement Grdns-Gen Mntc	21,477	15,859	11,983	14,297	-1,562	-10%	
P16200 - The Springs - General Streetscapes							
TOTAL P16200 - The Springs - General Streetscapes	10,000	10,000	5,065	10,000	0	0%	
P16300 - Nanine Reserve - General Maint							
TOTAL P16300 - Nanine Reserve - General Maint	20,000	20,000	9,603	20,500	500	3%	
P32195 - Wright Street-Median							
TOTAL P32195 - Wright Street-Median	25,687	25,264	25,869	24,591	-673	-3%	
P37000 - Orrong Road-Gen Mntc							
TOTAL P37000 - Orrong Road-Gen Mntc	42,843	13,946	42,715	56,513	42,567	305%	
P39095 - Kewdale Road Median							
TOTAL P39095 - Kewdale Road Median	20,290	21,957	7,398	13,123	-8,834	-40%	
P44100 - GT Eastern Highway							
TOTAL P44100 - GT Eastern Highway	18,528	14,435	9,074	15,051	616	4%	
P44200 - Tanunda Drive Streetscape							
TOTAL P44200 - Tanunda Drive Streetscape	13,205	18,424	10,471	14,862	-3,562	-19%	
P59700 - Round Abouts-Gen Mntc							
TOTAL P59700 - Round Abouts-Gen Mntc	122,357	62,543	44,373	57,782	-4,761	-8%	
P59800 - Cul-De-Sacs-Gen Mntc							
TOTAL P59800 - Cul-De-Sacs-Gen Mntc	58,624	48,934	33,942	47,648	-1,286	-3%	
P59912 - Streets-Gen-Street Trees							
TOTAL P59912 - Streets-Gen-Street Trees	517,276	518,270	413,447	528,379	10,109	2%	
P59913 - Street Trees - Gen-Pwrl Prune							
TOTAL P59913 - Street Trees - Gen-Pwrl Prune	210,000	210,000	106,651	210,000	0	0%	
P59915 - Street Trees - Gen - Watering							
TOTAL P59915 - Street Trees - Gen - Watering	400,000	401,585	308,467	401,361	-224	0%	
P59918 - Street Trees - Gen Planting							
TOTAL P59918 - Street Trees - Gen Planting	133,250	136,895	17,879	177,066	40,171	29%	
P59920 - Street Trees Gen - Maintenance							
TOTAL P59920 - Street Trees Gen - Maintenance	33,429	58,382	52,690	47,223	-11,159	-19%	
P59996 - Streets-Gen-Verge							
TOTAL P59996 - Streets-Gen-Verge	464,294	499,575	327,809	509,244	9,669	2%	
P59997 - Streets-Unkempt Verges							
TOTAL P59997 - Streets-Unkempt Verges	26,000	26,561	19,261	26,836	275	1%	
PS2201 - Streetscape Infrastructure Renewal							
TOTAL PS2201 - Streetscape Infrastructure Renewal	45,000	45,000	24,267	45,000	0	0%	
PS2202 - Streetscape Landscape Renewal							
TOTAL PS2202 - Streetscape Landscape Renewal	135,000	135,000	84,818	45,000	-90,000	-67%	
WS2201 - Bus Shelter Renewal Program							
TOTAL WS2201 - Bus Shelter Renewal Program	31,683	31,683	0	32,478	795	3%	
TOTAL 310 - Streetscapes	2,365,757	2,327,308	1,560,890	2,310,412	-16,895	-1%	
350 - Parks Construction							
P80000 - Admin Building-Gen Mntc							
TOTAL P80000 - Admin Building-Gen Mntc	0	138	219	52	-86	-63%	
PG1801 - Forster Park upgrade							
TOTAL PG1801 - Forster Park upgrade	0	988	988	0	-988	-100%	
PG1904 - Peachey Park - bike track and playground renewal							
TOTAL PG1904 - Peachey Park - bike track and playground renewal	0	82,313	82,313	0	-82,313	-100%	
PG2010 - Tomato Lake Playground Renewal							
TOTAL PG2010 - Tomato Lake Playground Renewal	0	0	510	0	0	0%	
PG2011 - Faulkner Park Irrigation System Renewal							
TOTAL PG2011 - Faulkner Park Irrigation System Renewal	0	122,529	122,529	0	-122,529	-100%	
PG2017 - Irrigation discharge assembly renewal programme							
TOTAL PG2017 - Irrigation discharge assembly renewal program	0	0	7,580	0	0	0%	
PG2018 - Irrigation infrastructure renewal							
TOTAL PG2018 - Irrigation infrastructure renewal	0	0	-92	0	0	0%	
PG2025 - Park furniture - drinking fountains							
TOTAL PG2025 - Park furniture - drinking fountains	0	0	0	25,000	25,000	New	
PG2118 - Tomato Lake Shade and Hardstand							
TOTAL PG2118 - Tomato Lake Shade and Hardstand	45,000	0	0	0	0	0%	
PG2120 - 400 Abernethy Road, Fence Replacement							
TOTAL PG2120 - 400 Abernethy Road, Fence Replacement	0	1,969	1,969	0	-1,969	-100%	
PG2121 - Adachi Footpath & Landscaping Upgrade							
TOTAL PG2121 - Adachi Footpath & Landscaping Upgrade	0	10,096	10,095	5,137	-4,959	-49%	
PG2122 - Grandstand Road Landscaping Upgrade							
TOTAL PG2122 - Grandstand Road Landscaping Upgrade	0	0	107	0	0	0%	
PG2201 - Scott Street Drain Landscaping Upgrade							
TOTAL PG2201 - Scott Street Drain Landscaping Upgrade	211,000	211,000	0	105,500	-105,500	-50%	
PG2202 - Sporting Facilities Renewal Program							

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
TOTAL PG2202 - Sporting Facilities Renewal Program	60,000	40,000	9,344	40,000	0	0%	
PG2203 - Centenary West Playground Equipment							
TOTAL PG2203 - Centenary West Playground Equipment	70,000	50,000	39,617	0	-50,000	-100%	
PG2204 - Centenary East Playground Equipment							
TOTAL PG2204 - Centenary East Playground Equipment	160,000	0	0	0	0	0%	
PG2205 - Hoffman Park Playground Equipment							
TOTAL PG2205 - Hoffman Park Playground Equipment	100,000	0	0	0	0	0%	
PG2206 - Miles Park Playground Equipment							
TOTAL PG2206 - Miles Park Playground Equipment	160,000	160,000	0	0	-160,000	-100%	
PG2207 - Garvey Park Playground Equipment							
TOTAL PG2207 - Garvey Park Playground Equipment	360,000	380,000	1,137	380,000	0	0%	
PG2208 - Irrigation Infrastructure Renewals							
TOTAL PG2208 - Irrigation Infrastructure Renewals	85,000	85,000	14,740	0	-85,000	-100%	
PG2209 - Civic Precinct Infrastructure Renewal							
TOTAL PG2209 - Civic Precinct Infrastructure Renewal	135,000	110,000	25,467	60,000	-50,000	-45%	
PG2210 - Aquinta Park Irrigation System Renewals							
TOTAL PG2210 - Aquinta Park Irrigation System Renewals	15,000	18,500	1,125	0	-18,500	-100%	
PG2211 - Ascot Waters Irrigation System Renewals							
TOTAL PG2211 - Ascot Waters Irrigation System Renewals	170,000	208,000	3,000	0	-208,000	-100%	
PG2212 - Campbell Street Reserve Irrigation System Renewals							
TOTAL PG2212 - Campbell Street Reserve Irrigation System Rer	15,000	18,500	1,125	0	-18,500	-100%	
PG2213 - Faulkner Park Bore Renewal							
TOTAL PG2213 - Faulkner Park Bore Renewal	100,000	100,000	51,600	0	-100,000	-100%	
PG2214 - Hoffman Park Irrigation System Renewals							
TOTAL PG2214 - Hoffman Park Irrigation System Renewals	15,000	15,000	1,500	0	-15,000	-100%	
PG2215 - Tomato Lake Oat Street end Irrigation System Renewal							
TOTAL PG2215 - Tomato Lake Oat Street end Irrigation System I	50,000	0	5,000	0	0	0%	
PG2216 - Whiteside Park Irrigation System Renewal							
TOTAL PG2216 - Whiteside Park Irrigation System Renewal	10,000	12,200	1,225	0	-12,200	-100%	
PG2217 - Park Furniture Renewal							
TOTAL PG2217 - Park Furniture Renewal	72,436	76,181	45,806	60,000	-16,181	-21%	
PG2218 - Belmont Tennis Club Fence Renewal							
TOTAL PG2218 - Belmont Tennis Club Fence Renewal	89,000	89,000	0	0	-89,000	-100%	
PG2219 - Miles and Peet Park New Fence Installation							
TOTAL PG2219 - Miles and Peet Park New Fence Installation	30,000	38,070	38,070	0	-38,070	-100%	
PG2220 - Entry Statement - Abernethy/Leach							
TOTAL PG2220 - Entry Statement - Abernethy/Leach	119,733	119,733	1,779	0	-119,733	-100%	
PG2221 - BSRC - Bowling Green and Upgrades							
TOTAL PG2221 - BSRC - Bowling Green and Upgrades	19,300	19,300	0	0	-19,300	-100%	
PG2222 - Gerry Archer Athletics track- Synthetic long jump runways							
TOTAL PG2222 - Gerry Archer Athletics track- Synthetic long j	5,000	5,000	-50,000	65,000	50,000	1000%	
PG2223 - Middleton Park Playground Replacement							
TOTAL PG2223 - Middleton Park Playground Replacement	0	120,000	26,000	120,000	0	0%	
PG2301 - Peachey Park - additional bike track infrastructure							
TOTAL PG2301 - Peachey Park - additional bike track infrastru	0	0	0	60,000	60,000	New	
PG2302 - Volcano Playground - Flying Fox							
TOTAL PG2302 - Volcano Playground - Flying Fox	0	0	0	170,000	170,000	New	
PG2303 - Centenary Park East Playground Renewal							
TOTAL PG2303 - Centenary Park East Playground Renewal	0	0	0	170,000	170,000	New	
PG2304 - Tomato lake Playground Renewal (Oats)							
TOTAL PG2304 - Tomato lake Playground Renewal (Oats)	0	0	0	250,000	250,000	New	
PG2305 - Hoffman Park							
TOTAL PG2305 - Hoffman Park	0	0	0	70,000	70,000	New	
PG2306 - Brearley Park (North) Playground renewal							
TOTAL PG2306 - Brearley Park (North) Playground renewal	0	0	0	65,000	65,000	New	
PG2308 - Irrigation Renewal - Tomato Lake (Oats St near to Kiosk)							
TOTAL PG2308 - Irrigation Renewal - Tomato Lake (Oats St near	0	0	0	150,000	150,000	New	
PG2309 - Irrigation Renewal - Kinghorn							
TOTAL PG2309 - Irrigation Renewal - Kinghorn	0	0	0	30,000	30,000	New	
PG2310 - Irrigation Renewal - Operations Centre							
TOTAL PG2310 - Irrigation Renewal - Operations Centre	0	0	0	80,000	80,000	New	
PG2311 - Irrigation Renewal - Volcano Playground							
TOTAL PG2311 - Irrigation Renewal - Volcano Playground	0	0	0	35,000	35,000	New	
PG2312 - Irrigation Renewal - Parkview Chase							
TOTAL PG2312 - Irrigation Renewal - Parkview Chase	0	0	0	150,000	150,000	New	
PG2313 - Irrigation Renewal - Willowlake Park (Garbiel St)							
TOTAL PG2313 - Irrigation Renewal - Willowlake Park (Garbiel St	0	0	0	75,000	75,000	New	
PG2314 - Irrigation Renewal - Fulham St Sump							
TOTAL PG2314 - Irrigation Renewal - Fulham St Sump	0	0	0	60,000	60,000	New	
PG2315 - Irrigation Renewal - Ascot Waters Freshwater Lake							
TOTAL PG2315 - Irrigation Renewal - Ascot Waters Freshwater L	0	0	0	125,000	125,000	New	
PG2316 - Irrigation Renewal - Various Streetscape medians and entry s							
TOTAL PG2316 - Irrigation Renewal - Various Streetscape media	0	0	0	50,000	50,000	New	
PG2317 - Irrigation Renewal - Ascot Waters Stoneham Street to Adachi							
TOTAL PG2317 - Irrigation Renewal - Ascot Waters Stoneham St	0	0	0	180,000	180,000	New	
PG2319 - Elec Cabinet Renewal - Kinghorn							
TOTAL PG2319 - Elec Cabinet Renewal - Kinghorn	0	0	0	15,000	15,000	New	
PG2320 - Elec Cabinet Renewal - Hoffman							
TOTAL PG2320 - Elec Cabinet Renewal - Hoffman	0	0	0	15,000	15,000	New	
PG2321 - Elec Cabinet Renewal - Adachi Park							

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
TOTAL PG2321 - Elec Cabinet Renewal - Adachi Park	0	0	0	35,000	35,000	New	
PG2322 - Elec Cabinet Renewal - Kennerly St							
TOTAL PG2322 - Elec Cabinet Renewal - Kennerly St	0	0	0	15,000	15,000	New	
PG2324 - Bore Renewal - Belmont Oval							
TOTAL PG2324 - Bore Renewal - Belmont Oval	0	0	0	40,000	40,000	New	
PG2325 - Bore Renewal - Adachi Park self backwash system.							
TOTAL PG2325 - Bore Renewal - Adachi Park self backwash sys	0	0	0	75,000	75,000	New	
PG2327 - Tomato Lake all weather surface - integrated all-weather su							
TOTAL PG2327 - Tomato Lake all weather surface - integrated a	0	0	0	45,000	45,000	New	
PG2328 - Redcliffe Park Exercise equipment (NEW)							
TOTAL PG2328 - Redcliffe Park Exercise equipment (NEW)	0	0	0	170,000	170,000	New	
PG2331 - Ascot Racecourse foreshore							
TOTAL PG2331 - Ascot Racecourse foreshore	0	0	0	25,000	25,000	New	
TOTAL 350 - Parks Construction	2,096,469	2,093,617	441,952	3,005,688	912,171	44%	
360 - Parks Maintenance							
P00100 - Faulkner Park-Gen Mntc							
TOTAL P00100 - Faulkner Park-Gen Mntc	425,529	560,327	454,836	499,931	-60,396	-11%	
P00105 - Volcano Playground							
TOTAL P00105 - Volcano Playground	86,511	100,549	83,694	95,496	-5,053	-5%	
P00128 - Faulkner Park - SkatePark							
TOTAL P00128 - Faulkner Park - SkatePark	38,972	42,215	26,303	38,439	-3,776	-9%	
P00133 - Faulkner Park-Herb Grdn							
TOTAL P00133 - Faulkner Park-Herb Grdn	0	497	331	320	-177	-36%	
P00300 - Garden Demonstrations							
TOTAL P00300 - Garden Demonstrations	3,604	8,277	5,690	6,862	-1,325	-16%	
P00700 - Dod Reserve-Gen Mntc							
TOTAL P00700 - Dod Reserve-Gen Mntc	15,888	15,598	10,945	16,302	704	5%	
P01500 - Parkview Chase							
TOTAL P01500 - Parkview Chase	40,195	53,999	48,681	54,051	52	0%	
P03000 - Garvey Park-Gen Mntc							
TOTAL P03000 - Garvey Park-Gen Mntc	259,834	270,605	185,372	288,491	17,886	7%	
P04000 - Tomato Lake-Gen Mntc							
TOTAL P04000 - Tomato Lake-Gen Mntc	319,206	342,397	304,636	323,009	-19,388	-6%	
P04100 - Tomato Lake Gardens							
TOTAL P04100 - Tomato Lake Gardens	17,776	12,385	11,447	10,557	-1,838	-15%	
P10000 - Arlunya Park - Gen Mntc							
TOTAL P10000 - Arlunya Park - Gen Mntc	33,935	29,292	20,293	25,808	-3,484	-12%	
P10200 - Peachey Park - Gen Mntc							
TOTAL P10200 - Peachey Park - Gen Mntc	69,078	89,784	71,907	83,917	-5,867	-7%	
P10300 - Alfred Park - Gen Mntc							
TOTAL P10300 - Alfred Park - Gen Mntc	14,073	28,077	23,531	29,100	1,023	4%	
P10400 - Andell Park - Gen Mntc							
TOTAL P10400 - Andell Park - Gen Mntc	8,504	9,761	9,217	10,239	478	5%	
P10500 - Fred McKenzie Park - Gen Mntc							
TOTAL P10500 - Fred McKenzie Park - Gen Mntc	3,980	4,931	4,196	5,053	122	2%	
P10600 - Brearley Avenue Res.-Gen Mntc							
TOTAL P10600 - Brearley Avenue Res.-Gen Mntc	57,441	79,702	61,239	85,753	6,091	8%	
P10700 - Campbell Street Res.-Gen Mntc							
TOTAL P10700 - Campbell Street Res.-Gen Mntc	5,842	8,021	6,328	7,480	-541	-7%	
P10800 - Jack Ring Park-Gen Mntc							
TOTAL P10800 - Jack Ring Park-Gen Mntc	33,052	26,764	16,122	22,027	-4,737	-18%	
P10900 - Copley Park - Gen Mntc							
TOTAL P10900 - Copley Park - Gen Mntc	45,664	52,019	41,159	54,060	2,041	4%	
P11000 - Cracknell Park-Gen Mntc							
TOTAL P11000 - Cracknell Park-Gen Mntc	29,356	25,655	14,356	21,976	-3,679	-14%	
P11200 - Bilya Kard Boodja-Gen Mntc							
TOTAL P11200 - Bilya Kard Boodja-Gen Mntc	20,527	29,190	14,811	28,701	-489	-2%	
P11300 - Hoskin Park - Gen Mntc							
TOTAL P11300 - Hoskin Park - Gen Mntc	17,272	25,538	18,213	25,840	302	1%	
P11400 - Kennerly Street Res.-Gen Mntc							
TOTAL P11400 - Kennerly Street Res.-Gen Mntc	5,436	6,782	7,702	8,158	-624	-7%	
P11500 - Locock Street Res.-Gen Mntc							
TOTAL P11500 - Locock Street Res.-Gen Mntc	3,631	5,186	4,582	5,694	508	10%	
P11600 - Central Ave-Gen Mntc							
TOTAL P11600 - Central Ave-Gen Mntc	5,500	5,500	5,242	7,500	2,000	36%	
P11800 - McLarty Park - Gen Mntc							
TOTAL P11800 - McLarty Park - Gen Mntc	10,959	26,697	21,513	23,461	-3,236	-12%	
P11900 - Morgan Park - Gen Mntc							
TOTAL P11900 - Morgan Park - Gen Mntc	12,450	17,838	16,854	18,754	916	5%	
P12000 - Nance Park - Gen Mntc							
TOTAL P12000 - Nance Park - Gen Mntc	15,449	16,818	13,100	14,608	-2,210	-13%	
P12300 - Paulette Park - Gen Mntc							
TOTAL P12300 - Paulette Park - Gen Mntc	4,302	4,282	3,357	4,064	-218	-5%	
P12600 - Small Res.-Gen Mntc							
TOTAL P12600 - Small Res.-Gen Mntc	61,009	47,025	44,161	48,242	1,217	3%	
P12700 - Stoneham Street Res.-Gen Mntc							
TOTAL P12700 - Stoneham Street Res.-Gen Mntc	5,784	10,998	8,707	11,183	185	2%	
P12800 - Sutherland Way Res.-Gen Mntc							
TOTAL P12800 - Sutherland Way Res.-Gen Mntc	2,091	1,299	996	1,262	-37	-3%	

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
P12900 - Silcox Park - Gen Mntc							
TOTAL P12900 - Silcox Park - Gen Mntc	12,048	14,255	11,798	13,137	-1,118	-8%	
P13000 - Kinghorn Park-Gen Mntc							
TOTAL P13000 - Kinghorn Park-Gen Mntc	8,582	13,476	10,893	13,260	-216	-2%	
P13100 - Adachi/Bristle Pk-Gen Mntc							
TOTAL P13100 - Adachi/Bristle Pk-Gen Mntc	137,935	125,039	110,472	122,801	-2,238	-2%	
P13200 - The Court - Gen Mntc							
TOTAL P13200 - The Court - Gen Mntc	1,593	3,796	2,872	3,667	-129	-3%	
P13300 - Frank Treen Park-Gen Mntc							
TOTAL P13300 - Frank Treen Park-Gen Mntc	7,838	12,311	8,804	11,831	-480	-4%	
P13400 - Gibson Park-Gen Mntc							
TOTAL P13400 - Gibson Park-Gen Mntc	18,927	20,306	16,228	20,754	448	2%	
P13500 - Lions Park - Gen Mntc							
TOTAL P13500 - Lions Park - Gen Mntc	19,048	22,420	16,605	21,849	-571	-3%	
P13600 - Mozart Mews Park-Gen Mntc							
TOTAL P13600 - Mozart Mews Park-Gen Mntc	7,268	7,282	5,946	6,611	-671	-9%	
P13700 - Smythe Lake Park-Gen Mntc							
TOTAL P13700 - Smythe Lake Park-Gen Mntc	45,924	59,692	46,646	60,167	475	1%	
P13800 - Hoffman Park-Gen Mntc							
TOTAL P13800 - Hoffman Park-Gen Mntc	15,122	20,729	16,803	26,951	6,222	30%	
P13900 - Wicca Park-Gen Mntc							
TOTAL P13900 - Wicca Park-Gen Mntc	53,536	53,169	43,105	50,543	-2,626	-5%	
P14100 - Ascot Waters-Gen Mntc							
TOTAL P14100 - Ascot Waters-Gen Mntc	278,038	285,465	208,958	294,854	9,389	3%	
P14110 - Ascot Waters Marina							
TOTAL P14110 - Ascot Waters Marina	8,350	6,000	0	6,000	0	0%	
P14200 - Ascot Water Playgrnd-Gen Mntc							
TOTAL P14200 - Ascot Water Playgrnd-Gen Mntc	258	0	177	0	0	0%	
P14400 - Ascot Gdns-Gen Mntc							
TOTAL P14400 - Ascot Gdns-Gen Mntc	42,489	50,155	42,716	47,633	-2,522	-5%	
P14500 - Aquanita Park - Gen Mntc							
TOTAL P14500 - Aquanita Park - Gen Mntc	14,873	11,908	11,106	12,930	1,022	9%	
P14600 - Rosedale Gardens-Gen Mntc							
TOTAL P14600 - Rosedale Gardens-Gen Mntc	17,376	22,602	18,921	20,684	-1,918	-8%	
P14700 - Shopping Centre Grdns-Gen Mntc							
TOTAL P14700 - Shopping Centre Grdns-Gen Mntc	8,265	9,599	6,430	9,311	-288	-3%	
P14800 - Grandstand Road Maintenance							
TOTAL P14800 - Grandstand Road Maintenance	107,200	102,815	91,922	105,334	2,519	2%	
P15300 - Newey / Fitzroy Sump							
TOTAL P15300 - Newey / Fitzroy Sump	2,464	1,575	1,023	1,521	-84	-3%	
P15400 - Gould Park - Gen Mntc							
TOTAL P15400 - Gould Park - Gen Mntc	36,511	43,065	28,597	40,227	-2,838	-7%	
P15600 - Whiteside Park							
TOTAL P15600 - Whiteside Park	23,371	40,839	27,399	26,269	-14,570	-36%	
P15700 - Invercloy Park							
TOTAL P15700 - Invercloy Park	14,340	15,952	12,047	16,744	792	5%	
P15800 - Belgravia Estate							
TOTAL P15800 - Belgravia Estate	50,115	53,489	41,595	55,374	1,885	4%	
P15900 - Flame Tree Park							
TOTAL P15900 - Flame Tree Park	18,512	13,546	9,435	15,069	1,523	11%	
P16000 - Leslie Deague Park							
TOTAL P16000 - Leslie Deague Park	6,471	5,322	2,998	6,350	1,028	19%	
P16100 - Shortland Jones Park							
TOTAL P16100 - Shortland Jones Park	13,376	13,376	10,063	13,419	43	0%	
P20000 - Belmont HUB-Gen Mntc							
TOTAL P20000 - Belmont HUB-Gen Mntc	11,800	54,970	45,696	50,544	-4,426	-8%	
P20017 - Belmont HUB-Indoor Plants							
TOTAL P20017 - Belmont HUB-Indoor Plants	5,352	9,470	9,335	9,500	30	0%	
P29500 - Signal Hill Bushland							
TOTAL P29500 - Signal Hill Bushland	37,161	35,085	22,419	36,785	1,700	5%	
P29800 - Swan River Foreshore-Gen Mntc							
TOTAL P29800 - Swan River Foreshore-Gen Mntc	112,313	103,359	80,279	115,698	12,339	12%	
P29947 - Parks - General-Bore							
TOTAL P29947 - Parks - General-Bore	88,000	88,000	31,269	88,000	0	0%	
P29948 - Parks-General-aerators							
TOTAL P29948 - Parks-General-aerators	26,000	26,000	9,904	26,000	0	0%	
P29949 - Parks - General-Pump							
TOTAL P29949 - Parks - General-Pump	244,000	244,000	164,670	244,000	0	0%	
P30100 - Epsom Ave-Gen Mntc							
TOTAL P30100 - Epsom Ave-Gen Mntc	35,078	42,235	28,607	39,898	-2,337	-6%	
P30550 - Fulham St-Sump							
TOTAL P30550 - Fulham St-Sump	13,618	11,687	9,606	9,510	-2,177	-19%	
P30600 - Abernethy Island-Gen Mntc							
TOTAL P30600 - Abernethy Island-Gen Mntc	65,512	104,240	76,395	101,235	-3,005	-3%	
P35500 - Belmont Ave - Gen Mntc							
TOTAL P35500 - Belmont Ave - Gen Mntc	58,260	66,471	47,634	65,028	-1,443	-2%	
P35800 - Severin Walk - Gen Mntc							
TOTAL P35800 - Severin Walk - Gen Mntc	52,520	44,859	47,030	45,168	309	1%	
P36330 - Goodwood Pde-Boat Ramp/Jetty							
TOTAL P36330 - Goodwood Pde-Boat Ramp/Jetty	4,203	1,693	-2,845	5,867	4,174	247%	

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P36850 - Newwy/Toorak-Sump							
TOTAL P36850 - Newwy/Toorak-Sump	25,943	25,902	20,652	3,472	-22,430	-87%	
P36950 - Noble St-Sump							
TOTAL P36950 - Noble St-Sump	20,568	19,156	17,184	18,258	-898	-5%	
P37400 - Redgum Court-Gen Mntc							
TOTAL P37400 - Redgum Court-Gen Mntc	14,337	16,715	14,792	15,599	-1,116	-7%	
P38000 - The Crescent-Gen Mntc							
TOTAL P38000 - The Crescent-Gen Mntc	11,163	15,493	11,842	16,740	1,247	8%	
P38100 - Albert Jordan Park-Gen Mnt							
TOTAL P38100 - Albert Jordan Park-Gen Mnt	31,088	29,667	24,805	31,125	1,458	6%	
P59600 - Cycle Ways-Gen Mntc							
TOTAL P59600 - Cycle Ways-Gen Mntc	13,204	11,292	7,723	10,857	-436	-4%	
P60550 - Willow Lake Park							
TOTAL P60550 - Willow Lake Park	32,252	42,479	36,670	37,949	-4,530	-11%	
P60650 - Cottage Park							
TOTAL P60650 - Cottage Park	13,883	14,656	13,652	15,131	475	3%	
P60750 - Norlin Park							
TOTAL P60750 - Norlin Park	18,123	19,981	16,859	18,660	-1,421	-7%	
P79900 - Blocks Gen-Maint							
TOTAL P79900 - Blocks Gen-Maint	27,097	33,724	24,494	31,064	-2,660	-8%	
P79950 - Blocks Gen-Sump							
TOTAL P79950 - Blocks Gen-Sump	31,777	24,298	14,524	22,854	-1,444	-6%	
P80400 - Nursery-Gen Mntc							
TOTAL P80400 - Nursery-Gen Mntc	6,721	4,427	2,282	4,529	102	2%	
P81000 - Harman Park							
TOTAL P81000 - Harman Park	16,847	25,671	20,985	24,927	-744	-3%	
P81500 - Harman St Community Centre Grounds							
TOTAL P81500 - Harman St Community Centre Grounds	11,809	14,012	14,029	14,021	9	0%	
P85500 - Rivervale Comm Cntr - Gen Mnt							
TOTAL P85500 - Rivervale Comm Cntr - Gen Mnt	10,535	10,924	6,651	10,903	-21	0%	
TOTAL 360 - Parks Maintenance	3,680,846	4,128,667	3,179,621	4,012,943	-115,724	-3%	
370 - Parks Active Reserves							
P00500 - Forster Park-Gen Mntc							
TOTAL P00500 - Forster Park-Gen Mntc	170,076	171,548	142,269	163,839	-7,709	-4%	
P01000 - Centenary Park-Gen Mntc							
TOTAL P01000 - Centenary Park-Gen Mntc	208,692	162,051	137,332	146,533	-15,518	-10%	
P02500 - Gerry Archer Athletic Park							
TOTAL P02500 - Gerry Archer Athletic Park	144,199	163,264	131,795	148,737	-14,527	-9%	
P03500 - Middleton Park-Gen Mntc							
TOTAL P03500 - Middleton Park-Gen Mntc	133,294	135,041	144,871	136,734	1,693	1%	
P04500 - Selby Park-Gen Mntc							
TOTAL P04500 - Selby Park-Gen Mntc	46,669	37,591	39,809	38,744	1,243	3%	
P05000 - Wilson Park-Gen Mntc							
TOTAL P05000 - Wilson Park-Gen Mntc	44,742	113,864	103,721	54,631	-59,233	-52%	
P05500 - Peet Park-Gen Mntc							
TOTAL P05500 - Peet Park-Gen Mntc	155,520	153,103	126,379	146,377	-6,726	-4%	
P06000 - Miles Park-Gen Mntc							
TOTAL P06000 - Miles Park-Gen Mntc	113,985	115,217	107,215	109,784	-5,433	-5%	
P06500 - Redcliffe Park General Maint							
TOTAL P06500 - Redcliffe Park General Maint	139,621	143,628	102,979	129,844	-13,784	-10%	
P15000 - Belmont Oval-Gen Mntc							
TOTAL P15000 - Belmont Oval-Gen Mntc	86,741	82,505	72,557	65,400	-17,105	-21%	
P82300 - Cl'dale Sprtl/Rec Cnt-Gen Mntc							
TOTAL P82300 - Cl'dale Sprtl/Rec Cnt-Gen Mntc	84,913	77,164	48,513	50,480	-26,684	-35%	
TOTAL 370 - Parks Active Reserves	1,328,451	1,354,886	1,157,940	1,191,105	-163,782	-12%	
380 - Parks & Environment Overheads							
996500 - Parks & Environment Overheads							
1 - Expenditure							
996500-00-1127-000 Hire (Property & Equipment)	1,000	1,000	0	1,000	0	0%	Additional Plant Hire that cannot be directly attributed to jobs.
996500-00-1128-000 Photocopying	0	1,209	1,102	1,200	-9	-1%	
996500-00-1200-000 Salaries	0	0	5,383	0	0	0%	
996500-00-1201-000 Wages	253,700	253,700	210,802	341,366	87,666	35%	
996500-00-1202-000 Allowances	4,401	4,401	2,625	3,307	-1,093	-25%	
996500-00-1203-000 Service Pay	28,080	28,080	20,268	21,840	-6,240	-22%	
996500-00-1204-000 Long Service Leave	31,649	42,976	61,778	4,882	-38,094	-89%	
996500-00-1207-000 Employee Entitlements	0	88,179	88,179	0	-88,179	-100%	
996500-00-1208-000 Workers Compensation	23,143	23,143	23,903	18,659	-4,484	-19%	
996500-00-1209-000 Superannuation	226,810	226,810	161,356	218,345	-8,465	-4%	
996500-00-1210-000 Staff Medicals and Health	2,000	2,000	0	2,000	0	0%	To support new recruitment
996500-00-1211-000 Fringe Benefits Tax	4,074	4,074	0	4,074	0	0%	
996500-00-1213-000 Salaries - Supervisors	219,989	219,989	193,051	219,210	-779	0%	
996500-00-1216-000 Agency Staff	4,460	40,000	53,719	20,000	-20,000	-50%	22/23 - The use of Agency Staff expected to end mid financial year with employment of staff
996500-00-1217-000 Apprenticeships	15,350	0	0	29,290	29,290	New	
996500-00-1222-000 Materials	1,500	3,000	2,678	1,500	-1,500	-50%	
996500-00-1226-000 Stationery	3,000	3,043	3,867	3,500	457	15%	
996500-00-1227-000 Printing	300	300	0	300	0	0%	
996500-00-1234-000 Uniforms/Protective Clothing	20,000	20,000	12,942	11,000	-9,000	-45%	
996500-00-1239-000 Consumables	15,000	15,000	9,210	8,000	-7,000	-47%	
996500-00-1240-000 Safety Equipment	5,000	5,000	3,831	3,000	-2,000	-40%	
996500-00-1252-000 Equipment	12,000	12,000	9,060	8,000	-4,000	-33%	
996500-00-1253-000 Fleet / Plant	1,000	1,000	164	1,000	0	0%	
996500-00-1263-000 Services - Advertising	8,000	8,000	8,707	8,000	0	0%	

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996500-00-1264-000 Services - Rubbish	30,000	30,000	30,952	30,000	0	0%	
996500-00-1270-000 Services - Legal	5,000	0	0	0	0	0%	
996500-00-1271-000 Services - Other Consultants	3,500	3,500	8,195	0	-3,500	-100%	
996500-00-1279-000 Services - Other	0	222	222	220	-2	-1%	
996500-00-1317-000 Ins. Prem - Other	95,932	95,932	95,900	105,461	9,529	10%	
996500-00-1318-000 Insurance - Self Insurance	0	2,459	3,132	0	-2,459	-100%	
996500-00-1319-000 Ins. Prem - Workers Comp	0	0	500	525	25	New	
996500-00-1322-000 Telephone	19,517	19,517	16,162	16,823	-2,694	-14%	
996500-00-1330-000 Subscriptions	2,900	3,224	3,224	2,900	-324	-10%	22/23 - Irrigation Australia Membership (650), Parks & Leisure Australia Membership (750), TreeNet Membership (1500)
996500-00-1373-000 Registration - Train/Conf	23,500	1,000	1,887	2,000	1,000	100%	
996500-00-1377-000 Travel - General	2,000	0	0	0	0	0%	
996500-00-1387-000 Food - Other	600	756	756	300	-456	-60%	
996500-00-1399-000 Miscellaneous	0	183	373	0	-183	-100%	
996500-00-1400-000 ABC Cost Allocation	349,667	349,667	307,394	366,135	16,468	5%	Activity Based Costing allocation based on updated drivers
996500-10-1201-000 Wages	0	61	61	0	-61	-100%	
996500-10-1216-000 Agency Staff	0	40	40	20	-20	-50%	22/23 - The use of Agency Staff expected to end mid financial year with employment of staff
996500-10-1222-000 Materials	0	0	140	0	0	0%	
996500-10-1234-000 Uniforms/Protective Clothing	0	326	463	350	24	7%	City uniform for maintenance staff
996500-10-1239-000 Consumables	0	560	560	560	0	0%	
996500-10-1240-000 Safety Equipment	0	0	8	0	0	0%	
996500-10-1253-000 Fleet / Plant	0	52	52	100	48	92%	City uniform for maintenance staff
996500-10-1277-000 Services - Playground Maintenance	0	0	5,540	0	0	0%	
996500-10-1278-000 Services - Park Furniture Maintenance	0	0	6,250	0	0	0%	
996500-10-1279-000 Services - Other	0	22	22	0	-22	-100%	
996500-40-1119-000 Licenses	2,070	2,070	1,619	4,554	2,484	120%	Vehicle costs for Fleet 24, 19, 31, 32, 33, 38, 51, 59, 64, 68 and 70.
996500-40-1201-000 Wages	1,200	1,200	1,665	5,280	4,080	340%	
996500-40-1216-000 Agency Staff	800	800	180	2,640	1,840	230%	
996500-40-1221-000 Tyres	0	0	472	0	0	0%	
996500-40-1223-000 Parts	0	0	151	0	0	0%	
996500-40-1224-000 Fuel	12,888	12,888	8,797	26,055	13,167	102%	
996500-40-1225-000 External Repairs	1,960	1,960	3,584	4,202	2,242	114%	
996500-40-1253-000 Fleet / Plant	0	0	21	0	0	0%	
996500-40-1314-000 Ins. Prem - Motor Vehicle	1,204	1,204	1,130	1,187	-17	-1%	
TOTAL 1 - Expenditure	1,433,194	1,530,547	1,372,674	1,488,785	-31,782	-2%	
3 - Capital Expenditure							
996500-32-3253-000 Fleet / Plant	0	66,000	0	0	-66,000	-100%	
TOTAL 3 - Capital Expenditure	0	66,000	0	0	-66,000	-100%	
4 - Income							
996500-00-4076-000 Reimb - Staff Fuel	0	0	-655	0	0	0%	
996500-00-4403-000 Grounds Overheads	-1,401,545	-1,401,545	-1,183,254	-1,488,785	-97,240	7%	
TOTAL 4 - Income	-1,401,545	-1,401,545	-1,183,908	-1,488,785	-97,240	7%	
6 - Capital Income							
996500-00-6253-000 Fleet / Plant	0	-43,566	0	0	43,566	-100%	
996500-00-6836-000 Long Service Leave Reserve - Wages	-31,649	-42,976	0	-4,882	38,094	-89%	Long Service Leave funded from reserve.
996500-00-6847-000 Misc Entitlements Reserve	0	-88,179	0	0	88,179	-100%	
TOTAL 6 - Capital Income	-31,649	-174,721	0	-4,882	169,839	-97%	
TOTAL 996500 - Parks & Environment Overheads	0	20,281	188,166	-4,882	-25,163	-124%	
TOTAL 380 - Parks & Environment Overheads	0	20,281	188,166	-4,882	-25,163	-124%	
385 - Parks Administration							
996000 - Parks Administration							
1 - Expenditure							
996000-00-1119-000 Licenses	0	0	81	0	0	0%	
996000-00-1200-000 Salaries	600,528	450,000	387,925	579,808	129,808	29%	
996000-00-1201-000 Wages	200	200	0	0	-200	-100%	
996000-00-1202-000 Allowances	449	449	227	399	-50	-11%	
996000-00-1204-000 Long Service Leave	13,004	35,000	45,680	8,223	-26,777	-77%	
996000-00-1208-000 Workers Compensation	6,446	6,658	6,658	6,178	-480	-7%	
996000-00-1209-000 Superannuation	66,573	66,573	48,126	72,882	6,309	9%	
996000-00-1211-000 Fringe Benefits Tax	16,174	16,174	6,947	16,174	0	0%	
996000-00-1213-000 Salaries - Supervisors	0	0	3,132	0	0	0%	
996000-00-1216-000 Agency Staff	5,000	218,000	203,379	75,000	-143,000	-66%	22/23 - Replacement of Agency Staff is expected to occur within the first six months of 22/23
996000-00-1219-000 Overheads	50	50	0	50	0	0%	
996000-00-1222-000 Materials	1,000	1,000	309	1,000	0	0%	
996000-00-1224-000 Fuel	1,000	1,000	0	100	-900	-90%	
996000-00-1226-000 Stationery	500	500	274	500	0	0%	
996000-00-1263-000 Services - Advertising	700	700	289	500	-200	-29%	
996000-00-1271-000 Services - Other Consultants	24,000	34,000	23,390	108,000	74,000	218%	22/23 - \$8K Playground condition assessment of 32 playground and rubber surface impact testing for the applicable sites (as per invoiced amount in 21/22); \$100K- Urban Forest - survey existing street trees to update IntraMaps Dataset (17,000 trees) and identify vacant verges.
996000-00-1322-000 Telephone	646	646	440	462	-184	-28%	
996000-00-1332-000 Advertising	500	500	131	0	-500	-100%	
996000-00-1373-000 Registration - Train/Conf	2,000	2,000	315	2,000	0	0%	
996000-00-1399-000 Miscellaneous	500	500	280	500	0	0%	
996000-00-1400-000 ABC Cost Allocation	322,020	322,020	275,816	427,117	105,097	33%	Activity Based Costing allocation based on updated drivers
996000-10-1277-000 Services - Playground Maintenance	0	0	389	0	0	0%	
TOTAL 1 - Expenditure	1,061,290	1,155,970	1,003,789	1,298,893	142,923	12%	
4 - Income							
996000-00-4059-000 Cont - Other	0	0	-1,893	0	0	0%	
996000-00-4076-000 Reimb - Staff Fuel	0	0	-682	0	0	0%	
996000-00-4131-000 Inspection Fee	0	0	-125	0	0	0%	
996000-00-4149-000 Fines - Other	-500	-4,298	-7,690	-8,000	-3,702	86%	
TOTAL 4 - Income	-500	-4,298	-10,390	-8,000	-3,702	86%	
6 - Capital Income							

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
996000-00-6835-000 Long Service Leave Reserve - Salaries	-13,004	-35,000	0	-8,223	26,777	-77%	Long Service Leave funded from reserve.
TOTAL 6 - Capital Income	-13,004	-35,000	0	-8,223	26,777	-77%	
TOTAL 996000 - Parks Administration	1,047,786	1,116,672	993,399	1,282,670	165,999	15%	
TOTAL 385 - Parks Administration	1,047,786	1,116,672	993,399	1,282,670	165,999	15%	
390 - Leisure & Recreation							
963000 - Community Wellbeing							
1 - Expenditure							
963000-00-1128-000 Photocopying	200	200	38	200	0	0%	Shared costs for use of printer.
963000-00-1200-000 Salaries	228,386	228,386	204,547	229,342	956	0%	
963000-00-1202-000 Allowances	100	100	120	150	50	50%	
963000-00-1204-000 Long Service Leave	0	10,286	10,286	0	-10,286	-100%	
963000-00-1208-000 Workers Compensation	2,399	2,478	2,478	2,410	-68	-3%	
963000-00-1209-000 Superannuation	27,218	27,218	24,033	30,166	2,948	11%	
963000-00-1211-000 Fringe Benefits Tax	7,488	7,488	6,684	7,488	0	0%	
963000-00-1226-000 Stationery	600	600	88	400	-200	-33%	General stationery requirements for the Leisure Services section.
963000-00-1227-000 Printing	1,000	1,000	105	500	-500	-50%	Funds required for the printing of general flyers/notices relating to Leisure Services (where electronic is not suitable).
963000-00-1240-000 Safety Equipment	420	420	0	420	0	0%	For the replenishment of first aid kits undertaken by Occupational safety and health.
963000-00-1252-000 Equipment	1,000	1,000	23	1,000	0	0%	Funds for equipment items to assist in Leisure Services operations.
963000-00-1263-000 Services - Advertising	2,000	2,000	314	2,000	0	0%	Advertising costs (print/paid social media) for Leisure programs and services for the year.
963000-00-1267-000 Services - Courier	100	100	0	100	0	0%	For courier costs to transfer miscellaneous items
963000-00-1271-000 Services - Other Consultants	86,000	86,000	34,642	0	-86,000	-100%	
963000-00-1317-000 Ins. Prem - Other	2,424	2,424	2,413	2,654	230	9%	
963000-00-1322-000 Telephone	3,171	3,171	2,545	2,574	-597	-19%	
963000-00-1330-000 Subscriptions	700	700	250	700	0	0%	Subscription to Parks Leisure Australia (PLA) Membership (\$500) - PLA secretariat support for Metro Recreation Advisory Group (\$200)
963000-00-1373-000 Registration - Train/Conf	1,000	1,000	530	2,000	1,000	100%	To support Leisure Services Staff to attend sessions at the biennial Parks, Leisure Australia WA conference scheduled for November 2022 and/or leisure planning course to be facilitated by Parks, Leisure WA.
963000-00-1377-000 Travel - General	50	50	4	50	0	0%	Parking fees to attend external meetings by Leisure Services staff.
963000-00-1399-000 Miscellaneous	500	500	180	500	0	0%	For unforeseen items.
963000-00-1400-000 ABC Cost Allocation	143,454	143,454	116,956	113,786	-29,668	-21%	Activity Based Costing allocation based on updated drivers
963000-00-1119-000 Licenses	414	414	426	414	0	0%	Vehicle costs for Fleet 61.
963000-00-1201-000 Wages	960	960	147	480	-480	-50%	
963000-00-1221-000 Tyres	600	600	27	0	-600	-100%	
963000-00-1224-000 Fuel	2,925	2,925	3,024	3,725	800	27%	
963000-00-1225-000 External Repairs	900	2,700	2,859	2,700	0	0%	
963000-00-1314-000 Ins. Prem - Motor Vehicle	283	283	266	279	-4	-1%	
TOTAL 1 - Expenditure	514,292	526,457	412,985	404,038	-122,419	-23%	
3 - Capital Expenditure							
963000-32-3253-000 Fleet / Plant	33,000	33,000	0	0	-33,000	-100%	
TOTAL 3 - Capital Expenditure	33,000	33,000	0	0	-33,000	-100%	
6 - Capital Income							
963000-00-6253-000 Fleet / Plant	-23,100	-23,100	0	0	23,100	-100%	
963000-00-6835-000 Long Service Leave Reserve - Salaries	0	-10,286	0	0	10,286	-100%	
TOTAL 6 - Capital Income	-23,100	-33,386	0	0	33,386	-100%	
TOTAL 963000 - Community Wellbeing	524,192	526,071	412,985	404,038	-122,033	-23%	
963006 - Walking projects							
1 - Expenditure							
963006-00-1227-000 Printing	300	300	0	200	-100	-33%	Printing of brochures and flyers relating to Walking Groups and activities (where online is not suitable)
963006-00-1284-000 Services - Project Mgmt	4,000	2,000	350	2,000	0	0%	Walking group support/incentives/breakfast program \$1500; Ad hoc park run support to increase participation \$500
TOTAL 1 - Expenditure	4,300	2,300	350	2,200	-100	-4%	
TOTAL 963006 - Walking projects	4,300	2,300	350	2,200	-100	-4%	
963007 - Healthy Living Seminars							
1 - Expenditure							
963007-00-1284-000 Services - Project Mgmt	9,000	11,000	7,668	11,000	0	0%	To provide ongoing leisure programs throughout the year. Income derived from this program also.
963007-00-1399-000 Miscellaneous	500	500	75	300	-200	-40%	Fee charged by Eventbrite for online ticketing services.
TOTAL 1 - Expenditure	9,500	11,500	7,743	11,300	-200	-2%	
4 - Income							
963007-00-4399-000 Miscellaneous	-1,000	-1,000	-673	-1,000	0	0%	Income received from Eventbrite Leisure term program bookings.
TOTAL 4 - Income	-1,000	-1,000	-673	-1,000	0	0%	
TOTAL 963007 - Healthy Living Seminars	8,500	10,500	7,071	10,300	-200	-2%	
963009 - Junior Sports Expo							
1 - Expenditure							
963009-00-1284-000 Services - Project Mgmt	2,000	0	0	0	0	0%	
TOTAL 1 - Expenditure	2,000	0	0	0	0	0%	
TOTAL 963009 - Junior Sports Expo	2,000	0	0	0	0	0%	
963012 - Educational Strategies							
1 - Expenditure							
963012-00-1284-000 Services - Project Mgmt	11,000	7,000	0	4,500	-2,500	-36%	Contribution towards bike education for children (\$1000) ; Establishment of an ongoing Cycling Group collaboration with Travel smart (\$2500) ; Merchandise renewal (\$1000)
TOTAL 1 - Expenditure	11,000	7,000	0	4,500	-2,500	-36%	
TOTAL 963012 - Educational Strategies	11,000	7,000	0	4,500	-2,500	-36%	
963014 - Club Development Seminars							
1 - Expenditure							
963014-00-1279-000 Services - Other	600	600	416	600	0	0%	External traffic management for the City's annual Club Recognition Function
963014-00-1284-000 Services - Project Mgmt	11,000	11,000	4,831	10,000	-1,000	-9%	Sporting Club Volunteer Function \$6000 (catering and infrastructure) ; Miscellaneous Club Development Opportunities/workshops identified by the City's Recreation Officer \$5000
TOTAL 1 - Expenditure	11,600	11,600	5,247	10,600	-1,000	-9%	
TOTAL 963014 - Club Development Seminars	11,600	11,600	5,247	10,600	-1,000	-9%	

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
963016 - Sporting Donations							
1 - Expenditure							
963016-00-1284-000 Services - Project Mgmt	15,000	5,000	5,164	10,000	5,000	100%	Funds allocated to implement Sporting and Cultural donations in line with Council Policy SB1.2. As border restrictions have eased, it is anticipated that interstate competitive sport will start to increase, resulting in increased number of applications.
TOTAL 1 - Expenditure	15,000	5,000	5,164	10,000	5,000	100%	
4 - Income							
963016-00-4399-000 Miscellaneous	0	0	-400	0	0	0%	
TOTAL 4 - Income	0	0	-400	0	0	0%	
TOTAL 963016 - Sporting Donations	15,000	5,000	4,764	10,000	5,000	100%	
TOTAL 390 - Leisure & Recreation	576,592	562,471	430,417	441,638	-120,633	-21%	
420 - Environment							
996002 - Environmental Services							
1 - Expenditure							
996002-00-1059-000 Cont - Other	2,000	2,000	2,000	0	-2,000	-100%	
996002-00-1119-000 Licenses	200	200	177	200	0	0%	Annual Green Stamp certification - Operations Centre workshop \$200
996002-00-1200-000 Salaries	272,405	272,405	168,133	289,533	17,128	6%	
996002-00-1201-000 Wages	0	390	503	604	214	55%	
996002-00-1202-000 Allowances	200	200	124	200	0	0%	
996002-00-1203-000 Service Pay	0	44	292	0	-44	-100%	
996002-00-1204-000 Long Service Leave	20,468	20,468	1,923	20,876	408	2%	
996002-00-1208-000 Workers Compensation	3,894	4,022	4,022	4,095	73	2%	
996002-00-1209-000 Superannuation	46,332	46,332	27,557	48,202	1,870	4%	
996002-00-1211-000 Fringe Benefits Tax	13,852	13,852	12,702	13,852	0	0%	
996002-00-1213-000 Salaries - Supervisors	77,792	77,792	70,598	79,348	1,556	2%	
996002-00-1216-000 Agency Staff	0	76,000	76,868	38,000	-38,000	-50%	22/23 - The use of Agency Staff expected to end mid financial year with employment of staff
996002-00-1222-000 Materials	500	500	672	2,500	2,000	400%	22/23 Prizes for completion of Environmental Awareness Training module - \$200 Event give-aways (autumn river, citizenship, KidsFest etc.) - \$2300 (new for 2022/23)
996002-00-1238-000 Stores Adjustments	0	0	11,792	0	0	0%	
996002-00-1240-000 Safety Equipment	13,900	13,900	4,940	3,500	-10,400	-75%	22/23 - 2 x 6-monthly inspection of fall arrest gear \$1,000 2 x 6-monthly recertification of anchor points \$2,000 Purchase of replacement fall arrest equipment \$500
996002-00-1263-000 Services - Advertising	2,400	2,400	1,093	2,400	0	0%	Rewards for Residents advertising, Save Our Snake Necked turtles advertising
996002-00-1271-000 Services - Other Consultants	60,000	60,000	-144	5,000	-55,000	-92%	Level 2 participation in Save Our Snake-Necked Turtle project \$5000
996002-00-1279-000 Services - Other	136,000	136,000	73,065	152,900	16,900	12%	22/23 General water sampling (Stormwater) \$25,000 Surface water irrigation water sampling (PFAS) \$1,500 Groundwater bore sampling \$2,500 Tomato Lake water quality product application increased from \$20k to \$30k (x1.5) to increase application - \$30,000 Environmental wetting: 10 sites for 30 weeks \$83,700 (CPI increased plus additional planting of trees in natural areas) Lysimeter monitoring \$10,000 Sampling for Ops Centre Green stamp Accreditation \$200
996002-00-1283-000 Services - Environmental	20,250	20,250	2,226	19,250	-1,000	-5%	22/23 Civic Centre Waste audit \$7500 Tranen seed store annual fee \$200 3 x spotlighting walks \$1,050 Provisional for events/guest speakers \$2000 Plant Giveaways (Autumn River Festival, Avon) \$5500 Trees for Residents Program \$3000
996002-00-1322-000 Telephone	1,341	1,341	1,053	1,079	-262	-20%	
996002-00-1330-000 Subscriptions	19,200	19,200	19,430	22,079	2,879	15%	22/23 Ability - \$12,440 SVT - \$6,000 Reel It In - \$2000 (previously costed under 996002-00-1059; Cont. - Other) Subscription Renewal - Environmental Law (WA) \$1,639 Provisional for any training (Light Industry Officer Sample Collection Training), Wetlands WA Conference, WA Local Government Association Seminars
996002-00-1373-000 Registration - Train/Conf	3,000	3,000	215	3,000	0	0%	
996002-00-1387-000 Food - Other	300	300	0	300	0	0%	
996002-00-1399-000 Miscellaneous	0	65	65	65	0	0%	
996002-00-1400-000 ABC Cost Allocation	131,412	131,412	107,137	121,339	-10,073	-8%	Activity Based Costing allocation based on updated drivers
996002-00-1119-000 Licenses	2,070	2,070	853	828	-1,242	-60%	Vehicle costs for Fleet 60 and 62.
996002-00-1201-000 Wages	1,068	1,068	296	960	-108	-10%	
996002-00-1216-000 Agency Staff	534	534	120	480	-54	-10%	
996002-00-1224-000 Fuel	4,145	4,145	4,906	4,750	605	15%	
996002-00-1225-000 External Repairs	1,960	1,960	1,389	1,960	0	0%	
996002-00-1314-000 Ins. Prem - Motor Vehicle	531	531	498	523	-8	-2%	
TOTAL 1 - Expenditure	835,754	912,381	594,505	837,823	-74,558	-8%	
3 - Capital Expenditure							
996002-32-3253-000 Fleet / Plant	0	0	0	33,000	33,000		New Vehicle purchase Fleet 60.
TOTAL 3 - Capital Expenditure	0	0	0	33,000	33,000	New	
4 - Income							
996002-00-4076-000 Reimb - Staff Fuel	0	0	-655	0	0	0%	
996002-00-4149-000 Fines - Other	-1,250	-1,250	-250	-1,250	0	0%	
TOTAL 4 - Income	-1,250	-1,250	-905	-1,250	0	0%	
6 - Capital Income							
996002-00-6253-000 Fleet / Plant	0	0	0	-20,512	-20,512		New Income sale Fleet 60.
996002-00-6835-000 Long Service Leave Reserve - Salaries	-20,468	-20,468	0	-20,876	-408	2%	Long Service Leave funded from reserve.
TOTAL 6 - Capital Income	-20,468	-20,468	0	-41,388	-20,920	102%	
TOTAL 996002 - Environmental Services	814,036	890,663	593,601	828,185	-62,478	-7%	
PE2001 - Garvey Park Section 2							
TOTAL PE2001 - Garvey Park Section 2	52,955	86,611	-48,999	0	-86,611	-100%	
PE2002 - The Esplanade Park/ Foreshore							
TOTAL PE2002 - The Esplanade Park/ Foreshore	0	650	650	0	-650	-100%	
PE2003 - Biya Kard Boodja Lookout Foreshore Stabilisation							
TOTAL PE2003 - Biya Kard Boodja Lookout Foreshore Stabilisation	84,564	72,989	65,911	0	-72,989	-100%	
PE2201 - Esplanade Foreshore Stabilisation and Landscaping							
TOTAL PE2201 - Esplanade Foreshore Stabilisation and Landscaping	608,585	669,385	0	669,385	0	0%	
TOTAL 420 - Environment	1,560,140	1,719,398	611,164	1,497,570	-221,828	-13%	
TOTAL 045 - Parks & Environment	12,656,142	13,323,199	8,563,548	13,737,144	413,945	3%	
047 - City Facilities and Property							
210 - Facilities and Property Management							

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
911900 - City Facilities & Property							
TOTAL 911900 - City Facilities & Property	864,124	874,200	639,187	950,146	75,946	9%	
911901 - 5 Kemp Nursing home							
1 - Expenditure							
911901-00-1077-000 Reimb - Miscellaneous	9,000	9,000	6,000	9,000	0	0%	
TOTAL 1 - Expenditure	9,000	9,000	6,000	9,000	0	0%	
4 - Income							
911901-00-4077-000 Reimb - Miscellaneous	-3,000	-3,000	-4,707	-3,000	0	0%	
911901-00-4122-000 Rent/Lease	-313,960	-313,960	-312,411	-318,355	-4,395	1% CPI increase as per lease schedule	
TOTAL 4 - Income	-316,960	-316,960	-317,118	-321,355	-4,395	1%	
TOTAL 911901 - 5 Kemp Nursing home	-307,960	-307,960	-311,118	-312,355	-4,395	1%	
911903 - 107 Daly: Centenary CMTS: optus							
4 - Income							
911903-00-4122-000 Rent/Lease	-26,780	-26,780	-27,367	-27,583	-803	3% Fixed 3% increase	
TOTAL 4 - Income	-26,780	-26,780	-27,367	-27,583	-803	3%	
TOTAL 911903 - 107 Daly: Centenary CMTS: optus	-26,780	-26,780	-27,367	-27,583	-803	3%	
911905 - 34 Oats: land tomato lake kiosk							
4 - Income							
911905-00-4122-000 Rent/Lease	-8,250	-8,250	-8,250	-8,250	0	0%	
TOTAL 4 - Income	-8,250	-8,250	-8,250	-8,250	0	0%	
TOTAL 911905 - 34 Oats: land tomato lake kiosk	-8,250	-8,250	-8,250	-8,250	0	0%	
911906 - 107 Daly: Centenary CMTS: telstra							
4 - Income							
911906-00-4122-000 Rent/Lease	-28,287	-28,287	-26,708	-29,135	-848	3% Fixed 3% increase	
TOTAL 4 - Income	-28,287	-28,287	-26,708	-29,135	-848	3%	
TOTAL 911906 - 107 Daly: Centenary CMTS: telstra	-28,287	-28,287	-26,708	-29,135	-848	3%	
911910 - 275 Abernethy: YFS C wing							
4 - Income							
911910-00-4122-000 Rent/Lease	-39,681	-39,681	-59,348	-45,000	-5,319	13%	
TOTAL 4 - Income	-39,681	-39,681	-59,348	-45,000	-5,319	13%	
TOTAL 911910 - 275 Abernethy: YFS C wing	-39,681	-39,681	-59,348	-45,000	-5,319	13%	
911911 - 275 Abernethy: Office B1							
4 - Income							
911911-00-4122-000 Rent/Lease	-750	-750	0	-750	0	0%	
911911-00-4399-000 Miscellaneous	-750	-750	0	-750	0	0%	
TOTAL 4 - Income	-1,500	-1,500	0	-1,500	0	0%	
TOTAL 911911 - 275 Abernethy: Office B1	-1,500	-1,500	0	-1,500	0	0%	
911912 - 275 Abernethy: Office B2							
4 - Income							
911912-00-4122-000 Rent/Lease	-1,725	-1,725	0	-1,725	0	0%	
TOTAL 4 - Income	-1,725	-1,725	0	-1,725	0	0%	
TOTAL 911912 - 275 Abernethy: Office B2	-1,725	-1,725	0	-1,725	0	0%	
911913 - 275 Abernethy : Office B3							
4 - Income							
911913-00-4073-000 Reimb - Utilities	0	-5,945	-2,973	-6,095	-150	3%	
911913-00-4122-000 Rent/Lease	-2,552	-3,200	-5,907	-3,200	0	0%	
TOTAL 4 - Income	-2,552	-9,145	-8,880	-9,295	-150	2%	
TOTAL 911913 - 275 Abernethy : Office B3	-2,552	-9,145	-8,880	-9,295	-150	2%	
911914 - 275 Abernethy : Office B4							
4 - Income							
911914-00-4122-000 Rent/Lease	-1,959	-6,330	-316	-6,330	0	0%	
TOTAL 4 - Income	-1,959	-6,330	-316	-6,330	0	0%	
TOTAL 911914 - 275 Abernethy : Office B4	-1,959	-6,330	-316	-6,330	0	0%	
911918 - 1 Fauntleroy: garvey clubhouse kiosk							
4 - Income							
911918-00-4122-000 Rent/Lease	-4,416	-1,014	-1,041	0	1,014	-100%	
TOTAL 4 - Income	-4,416	-1,014	-1,041	0	1,014	-100%	
TOTAL 911918 - 1 Fauntleroy: garvey clubhouse kiosk	-4,416	-1,014	-1,041	0	1,014	-100%	
911921 - 314 Kew Street							
4 - Income							
911921-00-4122-000 Rent/Lease	-2,600	-1,500	-2,383	0	1,500	-100% Property is now vacant.	
TOTAL 4 - Income	-2,600	-1,500	-2,383	0	1,500	-100%	
TOTAL 911921 - 314 Kew Street	-2,600	-1,500	-2,383	0	1,500	-100%	
911926 - 232 Fulham St							
4 - Income							
911926-00-4077-000 Reimb - Miscellaneous	-505	-505	-488	-505	0	0%	
911926-00-4122-000 Rent/Lease	-28,000	-28,000	-28,098	-28,000	0	0%	
TOTAL 4 - Income	-28,505	-28,505	-28,586	-28,505	0	0%	
TOTAL 911926 - 232 Fulham St	-28,505	-28,505	-28,586	-28,505	0	0%	
911927 - 275 Abernethy Road, TFS A wing: Rent/Lease							
4 - Income							

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
911927-00-4073-000 Reimb - Utilities	0	0	0	-35,529	-35,529	New	contribution towards costs of building outgoings
911927-00-4122-000 Rent/Lease	0	0	0	-19,123	-19,123	New	
TOTAL 4 - Income	0	0	0	-54,652	-54,652	New	
TOTAL 911927 - 275 Abernethy Road, TFS A wing: Rent/Lease	0	0	0	-54,652	-54,652	New	
911928 - 117 Epsom Ave							
1 - Expenditure							
911928-00-1271-000 Services - Other Consultants	2,600	2,600	2,280	2,600	0	0%	Property Management Fees
911928-10-1271-000 Services - Other Consultants	2,500	15,000	15,639	10,000	-5,000	-33%	Maintenance undertaken by Property Management Company
TOTAL 1 - Expenditure	5,100	17,600	17,919	12,600	-5,000	-28%	
4 - Income							
911928-00-4073-000 Reimb - Utilities	-300	-300	0	0	300	-100%	
911928-00-4077-000 Reimb - Miscellaneous	0	0	-372	0	0	0%	
911928-00-4122-000 Rent/Lease	-25,250	-25,250	-30,058	-25,250	0	0%	
TOTAL 4 - Income	-25,550	-25,550	-30,429	-25,250	300	-1%	
TOTAL 911928 - 117 Epsom Ave	-20,450	-7,950	-12,511	-12,650	-4,700	59%	
911929 - 4 Homewood St, Cloverdale							
1 - Expenditure							
911929-00-1271-000 Services - Other Consultants	2,200	2,200	1,807	2,200	0	0%	Property Management Fees
911929-10-1271-000 Services - Other Consultants	2,500	5,000	8,747	10,000	5,000	100%	Maintenance undertaken by Property Management Company
TOTAL 1 - Expenditure	4,700	7,200	10,555	12,200	5,000	69%	
4 - Income							
911929-00-4073-000 Reimb - Utilities	-300	-300	0	0	300	-100%	
911929-00-4077-000 Reimb - Miscellaneous	0	0	-100	0	0	0%	
911929-00-4122-000 Rent/Lease	-21,000	-21,000	-21,711	-21,000	0	0%	
TOTAL 4 - Income	-21,300	-21,300	-21,811	-21,000	300	-1%	
TOTAL 911929 - 4 Homewood St, Cloverdale	-16,600	-14,100	-11,257	-8,800	5,300	-38%	
911931 - 25 Brindley Street							
1 - Expenditure							
911931-00-1271-000 Services - Other Consultants	3,800	3,800	1,759	3,800	0	0%	Property Management Fees
911931-10-1271-000 Services - Other Consultants	2,500	8,000	7,353	8,000	0	0%	Maintenance undertaken by Property Management Company
TOTAL 1 - Expenditure	6,300	11,800	9,113	11,800	0	0%	
4 - Income							
911931-00-4073-000 Reimb - Utilities	-300	-300	0	-300	0	0%	
911931-00-4077-000 Reimb - Miscellaneous	0	0	-369	0	0	0%	
911931-00-4122-000 Rent/Lease	-21,280	-21,280	-20,974	-21,280	0	0%	
TOTAL 4 - Income	-21,580	-21,580	-21,343	-21,580	0	0%	
TOTAL 911931 - 25 Brindley Street	-15,280	-9,780	-12,236	-9,780	0	0%	
911933 - 275 Abernethy Road - Training Room							
4 - Income							
911933-00-4122-000 Rent/Lease	-12,815	-12,815	-18,791	-13,135	-320	2%	PePersonal Protective Equipmentroom lease for PEP programme. Recoverable portion of outgoings
TOTAL 4 - Income	-12,815	-12,815	-18,791	-13,135	-320	2%	
TOTAL 911933 - 275 Abernethy Road - Training Room	-12,815	-12,815	-18,791	-13,135	-320	2%	
911952 - Cafe Tenancy Income							
4 - Income							
911952-00-4077-000 Reimb - Miscellaneous	-35,000	-50,000	-55,437	-51,250	-1,250	3%	
911952-00-4122-000 Rent/Lease	-35,000	-35,000	-51,303	-50,000	-15,000	43%	Lease fee
TOTAL 4 - Income	-70,000	-85,000	-106,740	-101,250	-16,250	19%	
TOTAL 911952 - Cafe Tenancy Income	-70,000	-85,000	-106,740	-101,250	-16,250	19%	
911953 - HUB - NFP Tenancy 1 Income							
4 - Income							
911953-00-4073-000 Reimb - Utilities	0	-5,992	-3,639	-6,141	-149	2%	
911953-00-4122-000 Rent/Lease	0	-4,737	-8,067	-4,737	0	0%	
TOTAL 4 - Income	0	-10,729	-11,706	-10,878	-149	1%	
TOTAL 911953 - HUB - NFP Tenancy 1 Income	0	-10,729	-11,706	-10,878	-149	1%	
911954 - 6A Homewood Street, Cloverdale							
1 - Expenditure							
911954-00-1271-000 Services - Other Consultants	2,000	2,000	2,716	2,000	0	0%	Property Management Fees
911954-10-1270-000 Services - Legal	0	0	1,850	0	0	0%	
911954-10-1271-000 Services - Other Consultants	2,500	7,000	8,896	7,000	0	0%	Maintenance undertaken by Property Management Company
TOTAL 1 - Expenditure	4,500	9,000	13,462	9,000	0	0%	
4 - Income							
911954-00-4073-000 Reimb - Utilities	-300	-300	0	-300	0	0%	
911954-00-4077-000 Reimb - Miscellaneous	0	0	-578	0	0	0%	
911954-00-4122-000 Rent/Lease	-15,680	-15,680	-31,645	-15,680	0	0%	
TOTAL 4 - Income	-15,980	-15,980	-32,223	-15,980	0	0%	
TOTAL 911954 - 6A Homewood Street, Cloverdale	-11,480	-6,980	-18,761	-6,980	0	0%	
911955 - 6B Homewood Street, Cloverdale							
1 - Expenditure							
911955-00-1271-000 Services - Other Consultants	1,600	1,600	1,038	1,600	0	0%	Property Management Fees
911955-10-1271-000 Services - Other Consultants	2,500	2,500	5,672	5,000	2,500	100%	Maintenance undertaken by Property Management Company
TOTAL 1 - Expenditure	4,100	4,100	6,710	6,600	2,500	61%	
4 - Income							

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
911955-00-4073-000 Reimb - Utilities	-300	-300	0	-300	0	0%	
911955-00-4077-000 Reimb - Miscellaneous	0	0	-20	0	0	0%	
911955-00-4122-000 Rent/Lease	-14,500	-14,500	-12,691	-14,500	0	0%	
TOTAL 4 - Income	-14,800	-14,800	-12,711	-14,800	0	0%	
TOTAL 911955 - 6B Homewood Street, Cloverdale	-10,700	-10,700	-6,001	-8,200	2,500	-23%	
911956 - Harman Park Lease Income							
4 - Income							
911956-00-4122-000 Rent/Lease	-24,904	-24,904	-25,250	-24,904	0	0%	
TOTAL 4 - Income	-24,904	-24,904	-25,250	-24,904	0	0%	
TOTAL 911956 - Harman Park Lease Income	-24,904	-24,904	-25,250	-24,904	0	0%	
911957 - HUB - NFP Tenancy 2 Income							
4 - Income							
911957-00-4073-000 Reimb - Utilities	0	-3,806	-3,796	-3,901	-95	2%	
TOTAL 4 - Income	0	-3,806	-3,796	-3,901	-95	2%	
TOTAL 911957 - HUB - NFP Tenancy 2 Income	0	-3,806	-3,796	-3,901	-95	2%	
911958 - HUB - NFP Tenancy 3 Income							
4 - Income							
911958-00-4073-000 Reimb - Utilities	-7,899	-7,899	-5,684	-8,096	-197	2%	
911958-00-4122-000 Rent/Lease	-6,266	-6,266	-9,974	-6,266	0	0%	
TOTAL 4 - Income	-14,165	-14,165	-15,658	-14,362	-197	1%	
TOTAL 911958 - HUB - NFP Tenancy 3 Income	-14,165	-14,165	-15,658	-14,362	-197	1%	
911962 - HUB - NFP Tenancy 7 Income							
4 - Income							
911962-00-4073-000 Reimb - Utilities	-26,866	-26,866	-8,455	-28,209	-1,343	5%	
911962-00-4122-000 Rent/Lease	-18,140	-18,140	-38,922	-18,140	0	0%	
TOTAL 4 - Income	-45,006	-45,006	-47,377	-46,349	-1,343	3%	
TOTAL 911962 - HUB - NFP Tenancy 7 Income	-45,006	-45,006	-47,377	-46,349	-1,343	3%	
911964 - HUB - NFP Tenancy 9 Income							
4 - Income							
911964-00-4073-000 Reimb - Utilities	-31,181	-31,181	-10,402	-31,960	-779	2%	
911964-00-4122-000 Rent/Lease	-24,736	-24,736	-52,882	-24,736	0	0%	
TOTAL 4 - Income	-55,917	-55,917	-63,284	-56,696	-779	1%	
TOTAL 911964 - HUB - NFP Tenancy 9 Income	-55,917	-55,917	-63,284	-56,696	-779	1%	
911965 - HUB - NFP Tenancy 10 Income							
4 - Income							
911965-00-4073-000 Reimb - Utilities	-6,500	-6,500	-8,256	-6,662	-162	2%	
911965-00-4122-000 Rent/Lease	-5,000	-5,000	-10,010	-5,000	0	0%	
TOTAL 4 - Income	-11,500	-11,500	-18,266	-11,662	-162	1%	
TOTAL 911965 - HUB - NFP Tenancy 10 Income	-11,500	-11,500	-18,266	-11,662	-162	1%	
911966 - HUB - NFP Tenancy 11 Income							
4 - Income							
911966-00-4073-000 Reimb - Utilities	-8,150	-8,150	-17,126	-8,354	-204	3%	
911966-00-4122-000 Rent/Lease	-10,300	-10,300	-10,919	-10,300	0	0%	
TOTAL 4 - Income	-18,450	-18,450	-28,045	-18,654	-204	1%	
TOTAL 911966 - HUB - NFP Tenancy 11 Income	-18,450	-18,450	-28,045	-18,654	-204	1%	
911967 - HUB - NFP Tenancy 12 Income							
4 - Income							
911967-00-4073-000 Reimb - Utilities	-11,087	-11,087	-8,767	-12,102	-1,015	9%	
911967-00-4122-000 Rent/Lease	-8,795	-8,795	-14,289	-8,795	0	0%	
TOTAL 4 - Income	-19,882	-19,882	-23,056	-20,897	-1,015	8%	
TOTAL 911967 - HUB - NFP Tenancy 12 Income	-19,882	-19,882	-23,056	-20,897	-1,015	8%	
911968 - HUB - Building Mnt Recovery							
4 - Income							
911968-00-4399-000 Miscellaneous	0	-300	-320	-300	0	0%	
911968-00-4406-000 HUB Building Maint Recovery	-731,820	-731,820	-638,019	0	731,820	-100%	
TOTAL 4 - Income	-731,820	-732,120	-638,339	-300	731,820	-100%	
TOTAL 911968 - HUB - Building Mnt Recovery	-731,820	-732,120	-638,339	-300	731,820	-100%	
911969 - Glasshouse - Income							
4 - Income							
911969-00-4127-000 Hire (Property & Equipment)	0	0	0	-40,000	-40,000		New Estimated Income for first year of operations based on income from other community centres
TOTAL 4 - Income	0	0	0	-40,000	-40,000	New	
TOTAL 911969 - Glasshouse - Income	0	0	0	-40,000	-40,000	New	
911970 - Belmont Resource Centre Income							
4 - Income							
911970-00-4073-000 Reimb - Utilities	0	0	-3,167	0	0	0%	
TOTAL 4 - Income	0	0	-3,167	0	0	0%	
TOTAL 911970 - Belmont Resource Centre Income	0	0	-3,167	0	0	0%	
941000 - Youth & Family Services Centre							
4 - Income							
941000-00-4073-000 Reimb - Utilities	-72,000	-72,000	-50,954	-72,000	0	0%	
TOTAL 4 - Income	-72,000	-72,000	-50,954	-72,000	0	0%	
TOTAL 941000 - Youth & Family Services Centre	-72,000	-72,000	-50,954	-72,000	0	0%	

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
960000 - Senior Citizens Centre							
1 - Expenditure							
960000-00-1406-000 HUB Accommodation Alloc	62,577	62,577	54,556	0	-62,577	-100%	
TOTAL 1 - Expenditure	62,577	62,577	54,556	0	-62,577	-100%	
4 - Income							
960000-00-4073-000 Reimb - Utilities	-2,500	-2,500	-5,000	-5,000	-2,500	100%	
TOTAL 4 - Income	-2,500	-2,500	-5,000	-5,000	-2,500	100%	
TOTAL 960000 - Senior Citizens Centre	60,077	60,077	49,556	-5,000	-65,077	-108%	
961001 - Belmont HUB - Not-for-Profit Tenancies							
1 - Expenditure							
961001-00-1406-000 HUB Accommodation Alloc	225,978	225,978	197,013	0	-225,978	-100%	
TOTAL 1 - Expenditure	225,978	225,978	197,013	0	-225,978	-100%	
TOTAL 961001 - Belmont HUB - Not-for-Profit Tenancies	225,978	225,978	197,013	0	-225,978	-100%	
961002 - Belmont HUB - Creche							
1 - Expenditure							
961002-00-1406-000 HUB Accommodation Alloc	28,363	28,363	24,728	0	-28,363	-100%	
TOTAL 1 - Expenditure	28,363	28,363	24,728	0	-28,363	-100%	
TOTAL 961002 - Belmont HUB - Creche	28,363	28,363	24,728	0	-28,363	-100%	
961007 - Belmont HUB - Cafe							
1 - Expenditure							
961007-00-1406-000 HUB Accommodation Alloc	29,059	29,059	25,334	0	-29,059	-100%	
TOTAL 1 - Expenditure	29,059	29,059	25,334	0	-29,059	-100%	
TOTAL 961007 - Belmont HUB - Cafe	29,059	29,059	25,334	0	-29,059	-100%	
B02699 - 314 Kew Street							
1 - Expenditure							
TOTAL 1 - Expenditure	6,971	6,049	4,692	5,941	-108	-2%	
TOTAL B02699 - 314 Kew Street	6,971	6,049	4,692	5,941	-108	-2%	
B03099 - Garvey Prk Kayak Store Bld Mnt							
TOTAL B03099 - Garvey Prk Kayak Store Bld Mnt	34,575	41,476	32,297	34,589	-6,888	-17%	
B20099 - Belmont HUB - General							
TOTAL B20099 - Belmont HUB - General	732,149	751,212	635,086	755,220	4,008	1%	
B81699 - Kewdale Community Centre Bld Mnt							
TOTAL B81699 - Kewdale Community Centre Bld Mnt	6,132	6,204	3,801	6,373	169	3%	
B81799 - Museum Building Bld Mnt							
TOTAL B81799 - Museum Building Bld Mnt	15,728	34,132	33,281	51,408	17,276	51%	
B81899 - Belmont Rsl Leake St Bld Mnt							
TOTAL B81899 - Belmont Rsl Leake St Bld Mnt	6,668	5,662	4,072	5,995	332	6%	
B82799 - Blmnt Cmnty Nursng Hme Bld Mnt							
TOTAL B82799 - Blmnt Cmnty Nursng Hme Bld Mnt	33,276	32,977	12,013	33,672	695	2%	
B82899 - 232 Fulham St							
TOTAL B82899 - 232 Fulham St	1,782	2,650	1,995	2,678	29	1%	
B82999 - 117 Epsom Ave							
TOTAL B82999 - 117 Epsom Ave	1,911	1,484	204	1,529	45	3%	
B83099 - 4 Homewood Street, Cloverdale							
TOTAL B83099 - 4 Homewood Street, Cloverdale	1,666	1,378	266	1,415	37	3%	
B83199 - 25 Brindley Street, Cloverdale							
TOTAL B83199 - 25 Brindley Street, Cloverdale	1,703	1,297	157	1,326	29	2%	
B83349 - Youth & Family Services Centre - Sewerage Pump Station							
TOTAL B83349 - Youth & Family Services Centre - Sewerage Pu	4,080	4,080	1,350	4,182	102	3%	
B83399 - Youth and Family Services Cent							
TOTAL B83399 - Youth and Family Services Cent	120,909	144,936	129,956	137,598	-7,338	-6%	
B83499 - 6A Homewood Street, Cloverdale							
TOTAL B83499 - 6A Homewood Street, Cloverdale	1,807	1,560	112	1,398	-163	-10%	
B83599 - 6B Homewood Street, Cloverdale							
TOTAL B83599 - 6B Homewood Street, Cloverdale	2,111	1,864	112	1,898	34	2%	
P83300 - Youth & Family Services - Gen							
TOTAL P83300 - Youth & Family Services - Gen	20,365	25,098	18,613	20,795	-4,303	-17%	
TOTAL 210 - Facilities and Property Management	594,249	663,256	224,640	1,005,432	342,176	52%	
215 - Public Facilities							
930000 - Public Facilities Operations							
1 - Expenditure							
930000-00-1077-000 Reimb - Miscellaneous	500	500	0	500	0	0%	
930000-00-1127-000 Hire (Property & Equipment)	500	500	0	500	0	0%	
930000-00-1250-000 Furniture	0	57,000	0	0	-57,000	-100%	
930000-00-1251-000 Fixtures	1,000	1,000	0	1,000	0	0%	
930000-00-1252-000 Equipment	2,000	44,000	745	20,000	-24,000	-55%	
930000-00-1279-000 Services - Other	0	0	16	0	0	0%	
930000-00-1400-000 ABC Cost Allocation	20,446	20,446	17,852	29,287	8,841	43%	Activity Based Costing allocation based on updated drivers
TOTAL 1 - Expenditure	24,446	123,446	18,614	51,287	-72,159	-58%	
4 - Income							
930000-00-4127-000 Hire (Property & Equipment)	-21,850	-13,110	-9,402	-13,110	0	0%	
TOTAL 4 - Income	-21,850	-13,110	-9,402	-13,110	0	0%	
TOTAL 930000 - Public Facilities Operations	2,596	110,336	9,211	38,177	-72,159	-65%	
930001 - Forster Park Income							
1 - Expenditure							
930001-00-1279-000 Services - Other	0	0	1,271	0	0	0%	

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
TOTAL 1 - Expenditure	0	0	1,271	0	0	0%	
4 - Income							
930001-00-4127-000 Hire (Property & Equipment)	-57,500	-35,650	-27,888	-35,650	0	0%	
TOTAL 4 - Income	-57,500	-35,650	-27,888	-35,650	0	0%	
TOTAL 930001 - Forster Park Income	-57,500	-35,650	-26,617	-35,650	0	0%	
930002 - Centenary Park Income							
1 - Expenditure							
930002-00-1279-000 Services - Other	0	0	4,131	0	0	0%	
TOTAL 1 - Expenditure	0	0	4,131	0	0	0%	
4 - Income							
930002-00-4127-000 Hire (Property & Equipment)	-66,700	-53,360	-54,852	-53,360	0	0%	
TOTAL 4 - Income	-66,700	-53,360	-54,852	-53,360	0	0%	
TOTAL 930002 - Centenary Park Income	-66,700	-53,360	-50,722	-53,360	0	0%	
930004 - Wilson Park Income							
4 - Income							
930004-00-4127-000 Hire (Property & Equipment)	-1,035	-1,035	-568	-1,035	0	0%	
TOTAL 4 - Income	-1,035	-1,035	-568	-1,035	0	0%	
TOTAL 930004 - Wilson Park Income	-1,035	-1,035	-568	-1,035	0	0%	
930005 - Peet Park Income							
4 - Income							
930005-00-4127-000 Hire (Property & Equipment)	-4,255	-2,640	-3,318	-2,640	0	0%	
TOTAL 4 - Income	-4,255	-2,640	-3,318	-2,640	0	0%	
TOTAL 930005 - Peet Park Income	-4,255	-2,640	-3,318	-2,640	0	0%	
930006 - Miles Park Income							
1 - Expenditure							
930006-00-1279-000 Services - Other	0	0	53	0	0	0%	
TOTAL 1 - Expenditure	0	0	53	0	0	0%	
4 - Income							
930006-00-4127-000 Hire (Property & Equipment)	-12,305	-12,305	-10,456	-12,305	0	0%	
TOTAL 4 - Income	-12,305	-12,305	-10,456	-12,305	0	0%	
TOTAL 930006 - Miles Park Income	-12,305	-12,305	-10,403	-12,305	0	0%	
930007 - Redcliffe Park - Income							
1 - Expenditure							
930007-00-1279-000 Services - Other	0	0	3,470	0	0	0%	
TOTAL 1 - Expenditure	0	0	3,470	0	0	0%	
4 - Income							
930007-00-4127-000 Hire (Property & Equipment)	-49,450	-31,150	-38,911	-31,150	0	0%	
TOTAL 4 - Income	-49,450	-31,150	-38,911	-31,150	0	0%	
TOTAL 930007 - Redcliffe Park - Income	-49,450	-31,150	-35,441	-31,150	0	0%	
930008 - Arts & Crafts Bldg Income							
4 - Income							
930008-00-4073-000 Reimb - Utilities	0	0	0	-9,500	-9,500		New WAPOL contribution towards outgoings
930008-00-4077-000 Reimb - Miscellaneous	0	0	0	-20,000	-20,000		New Recovery of costs associated with defeat of tenancy from WAPOL
930008-00-4127-000 Hire (Property & Equipment)	-2,300	-2,300	-2,254	-2,300	0	0%	
TOTAL 4 - Income	-2,300	-2,300	-2,254	-31,800	-29,500	1283%	
TOTAL 930008 - Arts & Crafts Bldg Income	-2,300	-2,300	-2,254	-31,800	-29,500	1283%	
930009 - Rivervale Comm Cntr-Income							
1 - Expenditure							
930009-00-1279-000 Services - Other	0	0	2,802	0	0	0%	
TOTAL 1 - Expenditure	0	0	2,802	0	0	0%	
4 - Income							
930009-00-4127-000 Hire (Property & Equipment)	-49,450	-34,100	-35,222	-34,100	0	0%	
TOTAL 4 - Income	-49,450	-34,100	-35,222	-34,100	0	0%	
TOTAL 930009 - Rivervale Comm Cntr-Income	-49,450	-34,100	-32,420	-34,100	0	0%	
930010 - Tennis Club							
1 - Expenditure							
930010-00-1059-000 Cont - Other	32,000	32,000	32,000	32,000	0	0%	Annual contribution towards lawn courts maintenance
TOTAL 1 - Expenditure	32,000	32,000	32,000	32,000	0	0%	
TOTAL 930010 - Tennis Club	32,000	32,000	32,000	32,000	0	0%	
930011 - Belmont Sport & Recreation							
1 - Expenditure							
930011-00-1059-000 Cont - Other	32,000	32,000	32,000	32,000	0	0%	Annual contribution to Belmont City Bowling Club for greens maintenance as agreed OCM 27/10/2015, Subject to renewal of Memorandum of understanding.
930011-00-1279-000 Services - Other	0	0	74	0	0	0%	
TOTAL 1 - Expenditure	32,000	32,000	32,074	32,000	0	0%	
4 - Income							
930011-00-4127-000 Hire (Property & Equipment)	0	0	-559	0	0	0%	
TOTAL 4 - Income	0	0	-559	0	0	0%	
TOTAL 930011 - Belmont Sport & Recreation	32,000	32,000	31,515	32,000	0	0%	
930012 - Athletic Track							
1 - Expenditure							

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
930012-00-1279-000 Services - Other	0	0	53	0	0	0%	
TOTAL 1 - Expenditure	0	0	53	0	0	0%	
4 - Income							
930012-00-4127-000 Hire (Property & Equipment)	-4,500	-4,500	-2,641	-4,500	0	0%	
TOTAL 4 - Income	-4,500	-4,500	-2,641	-4,500	0	0%	
TOTAL 930012 - Athletic Track	-4,500	-4,500	-2,588	-4,500	0	0%	
930013 - Middleton Park							
4 - Income							
930013-00-4127-000 Hire (Property & Equipment)	-6,900	-2,070	-2,415	-2,070	0	0%	
TOTAL 4 - Income	-6,900	-2,070	-2,415	-2,070	0	0%	
TOTAL 930013 - Middleton Park	-6,900	-2,070	-2,415	-2,070	0	0%	
930015 - Belmont Oval							
1 - Expenditure							
930015-00-1320-000 Power	310	310	472	583	273	88%	
TOTAL 1 - Expenditure	310	310	472	583	273	88%	
4 - Income							
930015-00-4127-000 Hire (Property & Equipment)	-4,600	-9,200	-6,865	-9,200	0	0%	
TOTAL 4 - Income	-4,600	-9,200	-6,865	-9,200	0	0%	
TOTAL 930015 - Belmont Oval	-4,290	-8,890	-6,393	-8,617	273	-3%	
930017 - Garvey Park							
1 - Expenditure							
930017-00-1279-000 Services - Other	0	0	80	0	0	0%	
TOTAL 1 - Expenditure	0	0	80	0	0	0%	
4 - Income							
930017-00-4127-000 Hire (Property & Equipment)	-805	-805	-759	-500	305	-38%	
TOTAL 4 - Income	-805	-805	-759	-500	305	-38%	
TOTAL 930017 - Garvey Park	-805	-805	-679	-500	305	-38%	
TOTAL 215 - Public Facilities	-192,894	-14,469	-101,094	-115,550	-101,081	699%	
410 - Belmont Oasis							
937000 - Belmont Oasis							
1 - Expenditure							
937000-00-1122-000 Rent/Lease	82,500	82,500	61,483	83,880	1,380	2%	Payment of leased cardio equipment
937000-00-1227-000 Printing	2,000	2,000	385	500	-1,500	-75%	
937000-00-1252-000 Equipment	95,000	95,000	5,240	8,000	-87,000	-92%	Replacement of minor plant & equipment (chlorine dosing pumps)
937000-00-1267-000 Services - Courier	500	500	0	500	0	0%	
937000-00-1270-000 Services - Legal	1,000	1,000	0	0	-1,000	-100%	
937000-00-1271-000 Services - Other Consultants	9,300	8,300	4,190	50,000	41,700	502%	Consultancy service to review existing HVAC (Heating, ventilation, and air conditioning) plant, provide design development, contract documentation and contract administration for the replacement of mechanical service system that services the main pool deck
937000-00-1274-000 Services - Property Management	86,019	86,019	71,683	40,313	-45,706	-53%	Fees set at contract value, no allowances for any potential closures of the facility due to COVID-19, any impact on the fees that arise due to lockdown will be addressed as part of the mid year review.
937000-00-1400-000 ABC Cost Allocation	1,630	1,630	1,423	0	-1,630	-100%	
TOTAL 1 - Expenditure	277,949	276,948	144,403	183,193	-93,755	-34%	
3 - Capital Expenditure							
937000-32-3252-000 Equipment	0	33,000	32,828	65,500	32,500	98%	Replacement of 50M Pool Recirculation Pumps 1 & 2 and strainer baskets (\$32,000) plus Replace1 x Large Rheem HWS & 4 x storage units (\$28,000) & commercial dishwasher (\$5,500)
TOTAL 3 - Capital Expenditure	0	33,000	32,828	65,500	32,500	98%	
4 - Income							
937000-00-4252-000 Equipment	-9,000	-9,000	0	0	9,000	-100%	
TOTAL 4 - Income	-9,000	-9,000	0	0	9,000	-100%	
TOTAL 937000 - Belmont Oasis	268,949	300,948	177,231	248,693	-62,255	-17%	
B80229 - Belmont Oasis Lighting							
TOTAL B80229 - Belmont Oasis Lighting	3,370	3,370	65	3,481	111	3%	
B80299 - Belmont Oasis Bld Mnt							
TOTAL B80299 - Belmont Oasis Bld Mnt	268,633	298,624	233,674	284,764	-13,761	-5%	
TOTAL 410 - Belmont Oasis	540,952	602,842	410,970	536,938	-65,904	-11%	
460 - Building Construction							
981500 - Building Operations							
1 - Expenditure							
981500-00-1128-000 Photocopying	1,000	1,000	111	0	-1,000	-100%	
981500-00-1200-000 Salaries	350,754	350,754	262,226	368,521	17,767	5%	
981500-00-1201-000 Wages	650	1,459	1,646	0	-1,459	-100%	
981500-00-1202-000 Allowances	200	200	156	200	0	0%	
981500-00-1203-000 Service Pay	0	0	267	0	0	0%	
981500-00-1204-000 Long Service Leave	9,679	9,679	4,819	5,485	-4,194	-43%	
981500-00-1208-000 Workers Compensation	3,787	3,787	3,911	3,929	142	4%	
981500-00-1209-000 Superannuation	48,483	48,483	39,617	56,630	8,147	17%	
981500-00-1211-000 Fringe Benefits Tax	9,187	9,187	8,078	9,187	0	0%	
981500-00-1216-000 Agency Staff	0	0	10,327	0	0	0%	
981500-00-1226-000 Stationery	1,200	1,200	0	1,000	-200	-17%	
981500-00-1228-000 Book Purchases Local	450	450	0	450	0	0%	
981500-00-1240-000 Safety Equipment	200	200	0	200	0	0%	
981500-00-1252-000 Equipment	500	500	0	500	0	0%	
981500-00-1263-000 Services - Advertising	5,000	5,000	3,282	5,000	0	0%	
981500-00-1271-000 Services - Other Consultants	90,000	104,448	102,503	34,000	-70,448	-67%	Consultancy services for ongoing facility cleaning audits & tender assessment (\$13,000), annual asbestos inspections \$6,000 & Mechanical services for replacement of Civic Centre Chill Unit (\$515,000)
981500-00-1322-000 Telephone	2,145	2,145	1,766	1,855	-290	-14%	
981500-00-1373-000 Registration - Train/Conf	9,000	9,000	0	9,000	0	0%	Staff training and development as identified in SDR's
981500-00-1399-000 Miscellaneous	100	100	0	100	0	0%	
981500-00-1400-000 ABC Cost Allocation	291,356	291,356	248,668	318,371	27,015	9%	Activity Based Costing allocation based on updated drivers

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
981500-40-1119-000 Licenses	1,242	1,242	824	824	-418	-34%	Vehicle costs for Fleet 28 and 37.
981500-40-1201-000 Wages	1,200	1,200	257	960	-240	-20%	
981500-40-1216-000 Agency Staff	600	600	0	480	-120	-20%	
981500-40-1221-000 Tyres	0	0	1,325	1,200	1,200	New	
981500-40-1223-000 Parts	0	0	5	0	0	0%	
981500-40-1224-000 Fuel	2,888	3,400	3,381	4,564	1,164	34%	
981500-40-1225-000 External Repairs	392	2,500	1,999	2,500	0	0%	
981500-40-1279-000 Services - Other	0	0	15	0	0	0%	
981500-40-1314-000 Ins. Prem - Motor Vehicle	495	495	465	488	-7	-1%	
TOTAL 1 - Expenditure	830,508	848,385	695,648	825,444	-22,941	-3%	
6 - Capital Income							
981500-00-6835-000 Long Service Leave Reserve - Salaries	-9,679	-9,679	0	-5,485	4,194	-43%	Long Service Leave funded from reserve.
TOTAL 6 - Capital Income	-9,679	-9,679	0	-5,485	4,194	-43%	
TOTAL 981500 - Building Operations	820,829	838,706	695,648	819,959	-18,747	-2%	
BB1202 - Jetty works							
TOTAL BB1202 - Jetty works	94,300	0	0	0	0	0%	
BB1410 - Civic Centre Revitalisation - Major project in cen							
TOTAL BB1410 - Civic Centre Revitalisation - Major project in ce	0	167,700	135,272	0	-167,700	-100%	
BB1605 - Disability Access Inclusion							
TOTAL BB1605 - Disability Access Inclusion	10,000	10,000	5,660	0	-10,000	-100%	
BB1709 - Oasis Leisure Centre Renewal Works							
TOTAL BB1709 - Oasis Leisure Centre Renewal Works	0	0	369,382	0	0	-100%	
BB1801 - Belmont Hub Construction							
TOTAL BB1801 - Belmont Hub Construction	0	155,528	127,021	0	-155,528	-100%	
BB1902 - Architectural Services							
TOTAL BB1902 - Architectural Services	17,500	17,500	11,159	0	-17,500	-100%	
BB2008 - Café Kitchen Fit Out							
TOTAL BB2008 - Café Kitchen Fit Out	0	0	272,727	0	0	-100%	
BB2102 - Glass House - Renewal & Upgrade Works							
TOTAL BB2102 - Glass House - Renewal & Upgrade Works	47,400	47,400	-639,689	0	-47,400	-100%	
BB2201 - Belmont Oasis 25m Pool replacement							
TOTAL BB2201 - Belmont Oasis 25m Pool replacement	170,000	0	0	0	0	0%	
BB2202 - Kewdale Community Centre roof repairs							
TOTAL BB2202 - Kewdale Community Centre roof repairs	10,250	10,250	9,450	0	-10,250	-100%	
BB2203 - Belmont Park Tennis Club Roof & Disability access							
TOTAL BB2203 - Belmont Park Tennis Club Roof & Disability ac	140,000	163,500	162,127	110,000	-53,500	-33%	
BB2204 - Belmont Park Tennis Club Lighting							
TOTAL BB2204 - Belmont Park Tennis Club Lighting	17,200	17,200	-121,126	138,000	120,800	702%	
BB2205 - Glasshouse - Renewal & Upgrade Works							
TOTAL BB2205 - Glasshouse - Renewal & Upgrade Works	0	0	1,222,051	0	0	-100%	
BB2207 - Forster Park - new lighting							
TOTAL BB2207 - Forster Park - new lighting	13,285	0	-130,687	0	0	-100%	
BB2208 - The Glasshouse - Removal of Asbestos Containing Material							
TOTAL BB2208 - The Glasshouse - Removal of Asbestos Contai	0	0	201,862	0	0	0%	
BB2301 - Oasis Leisure Centre - Repairs to roof & replace solar							
TOTAL BB2301 - Oasis Leisure Centre - Repairs to roof & replac	0	0	0	700,331	700,331	New	
BB2302 - Oasis Leisure Centre - Replace existing basketball backboard							
TOTAL BB2302 - Oasis Leisure Centre - Replace existing basket	0	0	0	100,000	100,000	New	
BB2303 - Civic/Administration Centre - Chiller Replacement							
TOTAL BB2303 - Civic/Administration Centre - Chiller Replacem	0	0	0	276,750	276,750	New	
BB2304 - Middleton Park New Sports Lighting							
TOTAL BB2304 - Middleton Park New Sports Lighting	0	0	0	0	0	0%	
TOTAL 460 - Building Construction	1,340,764	1,427,785	2,320,857	2,145,040	717,255	50%	
470 - Building Maintenance							
B00101 - Faulkner Park Toilet Block							
TOTAL B00101 - Faulkner Park Toilet Block	22,093	19,913	26,573	22,388	2,476	12%	
B00105 - Faulkner Park Feature Playgrou							
TOTAL B00105 - Faulkner Park Feature Playgrou	2,389	6,569	5,209	7,098	529	8%	
B00106 - Faulkner Park-Pergola/Gazebo							
TOTAL B00106 - Faulkner Park-Pergola/Gazebo	2,192	2,189	137	2,305	116	5%	
B00126 - Faulkner Park-Memorials							
TOTAL B00126 - Faulkner Park-Memorials	2,616	2,098	446	2,206	108	8%	
B00127 - Faulkner Park-Public Artworks							
TOTAL B00127 - Faulkner Park-Public Artworks	848	837	237	861	24	3%	
B00128 - Faulkner Park - SkatePark							
TOTAL B00128 - Faulkner Park - SkatePark	2,798	2,823	26	2,900	76	3%	
B00129 - Faulkner Park Lighting							
TOTAL B00129 - Faulkner Park Lighting	32,706	41,265	37,087	41,362	96	0%	
B00130 - Lake Observation Platform							
TOTAL B00130 - Lake Observation Platform	1,731	1,716	2,384	1,794	78	8%	
B03001 - Garvey Park-Toilets-Main							
TOTAL B03001 - Garvey Park-Toilets-Main	12,859	17,337	12,223	21,267	3,930	23%	
B03029 - Garvey Park Lighting							
TOTAL B03029 - Garvey Park Lighting	3,000	3,000	1,021	3,075	75	3%	
B03031 - Garvey Park Boardwalk Kanowna							
TOTAL B03031 - Garvey Park Boardwalk Kanowna	5,363	5,465	2,365	5,441	-24	0%	
B03049 - Garvey Park - Sewerage Pump Station							
TOTAL B03049 - Garvey Park - Sewerage Pump Station	6,120	6,120	1,711	7,933	1,813	30%	
B04001 - Tomato Lake-Toilets-Main							

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
TOTAL B04001 - Tomato Lake-Toilets-Main	42,394	41,806	36,381	50,441	8,634	21%	
B04002 - Tomato Lake-Toilets Pres. St.							
TOTAL B04002 - Tomato Lake-Toilets Pres. St.	20,644	20,076	16,350	22,688	2,612	13%	
B04029 - Tomato Lake Lighting							
TOTAL B04029 - Tomato Lake Lighting	3,000	3,000	1,816	3,075	75	3%	
B04030 - Tomato Boardwalk							
TOTAL B04030 - Tomato Boardwalk	29,694	23,528	15,501	18,835	-4,693	-20%	
B05001 - Wilson Park Auto Toilets							
TOTAL B05001 - Wilson Park Auto Toilets	17,447	18,520	12,423	15,224	-3,296	-18%	
B10900 - Copley Park Lighting							
TOTAL B10900 - Copley Park Lighting	0	0	195	0	0	0%	
B10929 - Copley Park Lighting							
TOTAL B10929 - Copley Park Lighting	3,041	3,041	9,545	3,221	179	6%	
B11200 - Bilya Kard Boodja Lighting							
TOTAL B11200 - Bilya Kard Boodja Lighting	0	0	163	0	0	0%	
B11229 - Bilya Kard Boodja Lighting							
TOTAL B11229 - Bilya Kard Boodja Lighting	1,636	1,636	614	1,691	55	3%	
B13101 - Hardey Park - Auto Toilet							
TOTAL B13101 - Hardey Park - Auto Toilet	14,043	14,157	9,777	14,539	382	3%	
B13129 - Adachi/Hardey Parks Lighting							
TOTAL B13129 - Adachi/Hardey Parks Lighting	15,163	15,163	15,581	31,068	15,905	105%	
B13199 - Adachi/Hardey Parks-Building Mntc							
TOTAL B13199 - Adachi/Hardey Parks-Building Mntc	7,167	6,368	2,694	5,638	-730	-11%	
B14129 - Ascot Waters Lighting							
TOTAL B14129 - Ascot Waters Lighting	46,122	53,622	45,074	31,024	-22,598	-42%	
B14130 - Ascot Waters Jetties							
TOTAL B14130 - Ascot Waters Jetties	4,798	7,304	5,135	6,073	-1,232	-17%	
B14199 - Ascot Waters General Buildings							
TOTAL B14199 - Ascot Waters General Buildings	3,671	9,672	6,955	10,453	781	8%	
B14429 - Ascot Gardens Park Lighting							
TOTAL B14429 - Ascot Gardens Park Lighting	1,500	1,500	752	1,538	38	3%	
B14529 - Mural Park Lighting							
TOTAL B14529 - Mural Park Lighting	500	500	163	512	12	2%	
B15429 - Gould Reserve Lighting							
TOTAL B15429 - Gould Reserve Lighting	510	510	65	523	13	3%	
B16229 - The Springs Lighting							
TOTAL B16229 - The Springs Lighting	5,030	5,030	163	5,055	25	0%	
B20599 - Belmont HUB - Basement							
TOTAL B20599 - Belmont HUB - Basement	0	0	7	0	0	0%	
B36301 - Goodwood Pde-Toilets-Main							
TOTAL B36301 - Goodwood Pde-Toilets-Main	23,239	22,665	15,064	26,833	4,168	18%	
B36329 - Goodwood Pde Lighting							
TOTAL B36329 - Goodwood Pde Lighting	1,000	1,000	0	1,025	25	3%	
B36330 - Goodwood Pde-Boat Ramp/Jetty							
TOTAL B36330 - Goodwood Pde-Boat Ramp/Jetty	2,204	2,182	262	2,242	60	3%	
B36349 - Goodwood Parade - Sewerage Pump Station							
TOTAL B36349 - Goodwood Parade - Sewerage Pump Station	5,206	5,206	9,283	6,337	1,130	22%	
B38129 - Tribbradden Park Lighting							
TOTAL B38129 - Tribbradden Park Lighting	700	3,486	3,698	3,573	87	3%	
B60529 - Willow Park Lighting							
TOTAL B60529 - Willow Park Lighting	3,040	3,075	100	3,154	79	3%	
B79913 - Blocks General-Fencing							
TOTAL B79913 - Blocks General-Fencing	4,224	4,224	0	4,244	20	0%	
B80199 - Glasshouse Building Bld Mnt							
TOTAL B80199 - Glasshouse Building Bld Mnt	85,854	63,256	48,452	100,583	37,327	58%	
B81099 - Cloverdale Clinic-Bldg Mntc							
TOTAL B81099 - Cloverdale Clinic-Bldg Mntc	9,808	10,158	5,829	9,486	-673	-7%	
B99806 - General Properties - Pergola/Gazebo							
TOTAL B99806 - General Properties - Pergola/Gazebo	14,981	10,881	1,149	12,484	1,603	15%	
B99829 - Power Watch Lighting							
TOTAL B99829 - Power Watch Lighting	36,785	36,785	33,277	35,267	-1,518	-4%	
B99899 - General Properties-Blding Mnt							
TOTAL B99899 - General Properties-Blding Mnt	117,400	138,530	126,777	40,950	-97,580	-70%	
TOTAL 470 - Building Maintenance	615,537	636,214	512,643	586,401	-49,813	-8%	
480 - Building Active Reserves							
B00501 - Forster Park-Toilets-Main							
TOTAL B00501 - Forster Park-Toilets-Main	15,894	14,860	11,940	14,455	-405	-3%	
B00504 - Forster Park-Clubrooms							
TOTAL B00504 - Forster Park-Clubrooms	30,212	29,329	25,382	23,387	-5,942	-20%	
B00505 - Forster Park-Hall							
TOTAL B00505 - Forster Park-Hall	62,661	65,428	59,608	56,794	-3,634	-13%	
B00507 - Forster Park-Public Seating							
TOTAL B00507 - Forster Park-Public Seating	500	483	113	500	17	4%	
B00529 - Forster Park Lighting							
TOTAL B00529 - Forster Park Lighting	5,550	2,150	678	2,204	54	2%	
B01001 - Centenary Park Auto Toilet							
TOTAL B01001 - Centenary Park Auto Toilet	10,207	10,453	8,500	10,746	293	3%	
B01004 - Centenary Park-Clubrooms							
TOTAL B01004 - Centenary Park-Clubrooms	40,069	34,838	24,244	31,766	-3,072	-9%	

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
B01005 - Centenary Park-Hall							
TOTAL B01005 - Centenary Park-Hall	46,153	37,512	27,956	34,816	-2,696	-7%	
B01029 - Centenary Park Lighting							
TOTAL B01029 - Centenary Park Lighting	3,736	5,564	3,619	35,366	29,802	536%	
B01049 - Centenary Park - Sewerage Pump Station							
TOTAL B01049 - Centenary Park - Sewerage Pump Station	5,760	6,610	7,160	7,437	827	13%	
B01504 - Ascot Park-Clubrooms							
TOTAL B01504 - Ascot Park-Clubrooms	16	16	16	20	4	25%	
B02529 - Athletic Park Lighting							
TOTAL B02529 - Athletic Park Lighting	3,470	3,470	1,017	3,561	91	3%	
B02599 - Athletic Park - Bldg Mntc							
TOTAL B02599 - Athletic Park - Bldg Mntc	45,391	40,717	28,444	37,786	-2,931	-7%	
B03503 - Middleton Park- Storage Shed							
TOTAL B03503 - Middleton Park- Storage Shed	3,261	2,872	457	3,324	452	16%	
B03504 - Middleton Park-Clubrooms							
TOTAL B03504 - Middleton Park-Clubrooms	34,000	30,215	24,094	31,782	1,567	5%	
B03529 - Middleton Park Lighting							
TOTAL B03529 - Middleton Park Lighting	3,427	3,427	0	3,541	115	3%	
B05004 - Wilson Park-Clubrooms							
TOTAL B05004 - Wilson Park-Clubrooms	26,858	23,128	16,655	27,119	3,991	17%	
B05029 - Wilson Park Lighting							
TOTAL B05029 - Wilson Park Lighting	10,626	6,626	83	3,669	-2,958	-45%	
B05501 - Peet Park-Toilets-Main							
TOTAL B05501 - Peet Park-Toilets-Main	13,937	13,358	9,540	15,957	2,599	19%	
B05503 - Peet Park- Storage Shed							
TOTAL B05503 - Peet Park- Storage Shed	3,311	2,407	1,456	1,606	-801	-33%	
B05504 - Peet Park- Clubrooms							
TOTAL B05504 - Peet Park- Clubrooms	50,567	44,930	42,392	38,282	-6,648	-15%	
B05529 - Peet Park Lighting							
TOTAL B05529 - Peet Park Lighting	4,336	4,336	134	4,466	130	3%	
B06003 - Miles Park- Umpires Changeroom/Storage Shed							
TOTAL B06003 - Miles Park- Umpires Changeroom/Storage Shed	1,081	1,081	100	3,141	2,060	191%	
B06004 - Miles Park-Clubrooms							
TOTAL B06004 - Miles Park-Clubrooms	32,448	29,466	24,185	44,092	14,626	50%	
B06029 - Miles Park Lighting							
TOTAL B06029 - Miles Park Lighting	5,146	5,146	121	5,310	164	3%	
B06504 - Redcliffe Park - Hall							
TOTAL B06504 - Redcliffe Park - Hall	76,906	73,668	61,188	77,377	3,709	5%	
B06529 - Redcliffe Park Lighting							
TOTAL B06529 - Redcliffe Park Lighting	2,500	2,500	1,810	2,563	83	2%	
B15029 - Belmont Oval Lighting							
TOTAL B15029 - Belmont Oval Lighting	1,330	2,005	607	2,072	67	3%	
B15099 - Belmont Oval-Building Mntc							
TOTAL B15099 - Belmont Oval-Building Mntc	944	724	326	744	20	3%	
B80599 - Arts & Crafts Centre Bld Mnt							
TOTAL B80599 - Arts & Crafts Centre Bld Mnt	7,140	11,333	11,203	21,477	10,144	90%	
B81599 - Harman St Community Centre							
TOTAL B81599 - Harman St Community Centre	16,760	15,733	13,127	15,989	256	2%	
B82329 - Cl'dale Sprt/Rec Cnt Lighting							
TOTAL B82329 - Cl'dale Sprt/Rec Cnt Lighting	2,000	2,000	8,240	2,050	50	2%	
B82399 - Cl'dale Sprt/Rec Cnt-Big Mntc							
TOTAL B82399 - Cl'dale Sprt/Rec Cnt-Big Mntc	36,158	30,817	23,097	31,982	1,165	4%	
B82499 - Tennis Club-Bldg Mntc							
TOTAL B82499 - Tennis Club-Bldg Mntc	13,119	10,473	5,852	13,959	3,486	33%	
B85599 - Rivervale Comm Cntr - Bldg Mnt							
TOTAL B85599 - Rivervale Comm Cntr - Bldg Mnt	93,073	84,080	77,719	75,461	-8,619	-10%	
TOTAL 480 - Building Active Reserves	708,546	651,753	521,062	684,799	33,046	5%	
500 - Building Overheads							
982000 - Building Overheads							
1 - Expenditure							
982000-00-1200-000 Salaries	24,525	21,065	14,683	26,745	5,680	27%	
982000-00-1201-000 Wages	6,540	10,000	15,982	5,916	-4,084	-41%	
982000-00-1202-000 Allowances	100	100	45	100	0	0%	
982000-00-1203-000 Service Pay	1,272	1,272	927	1,378	106	8%	
982000-00-1204-000 Long Service Leave	15,873	15,873	8,836	2,701	-13,172	-83%	
982000-00-1208-000 Workers Compensation	992	992	1,024	1,008	16	2%	
982000-00-1209-000 Superannuation	13,692	13,692	9,267	14,861	1,169	9%	
982000-00-1222-000 Materials	250	250	16	250	0	0%	
982000-00-1226-000 Stationery	150	150	1	150	0	0%	
982000-00-1234-000 Uniforms/Protective Clothing	500	500	469	500	0	0%	
982000-00-1239-000 Consumables	200	200	13	200	0	0%	
982000-00-1240-000 Safety Equipment	250	250	117	250	0	0%	
982000-00-1252-000 Equipment	2,000	2,000	608	1,500	-500	-25%	
982000-00-1253-000 Fleet / Plant	250	250	20	250	0	0%	
982000-00-1279-000 Services - Other	100	100	0	100	0	0%	
982000-00-1322-000 Telephone	547	547	730	767	220	40%	
982000-00-1373-000 Registration - Train/Conf	500	500	24	500	0	0%	
982000-00-1400-000 ABC Cost Allocation	29,553	29,553	24,451	35,734	6,181	21%	Activity Based Costing allocation based on updated drivers
TOTAL 1 - Expenditure	97,294	97,293	77,210	92,910	-4,383	-5%	
4 - Income							
982000-00-4404-000 Building Overheads	-81,421	-81,421	-41,235	-92,910	-11,489	14%	

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
TOTAL 4 - Income	-81,421	-81,421	-41,235	-92,810	-11,489	14%	
6 - Capital Income							
982000-00-8836-000 Long Service Leave Reserve - Wages	-15,873	-15,873	0	-2,701	13,172	-83%	Long Service Leave funded from reserve.
TOTAL 6 - Capital Income	-15,873	-15,873	0	-2,701	13,172	-83%	
TOTAL 982000 - Building Overheads	0	-1	35,976	-2,701	-2,700	257155%	
TOTAL 500 - Building Overheads	0	-1	35,976	-2,701	-2,700	257155%	
510 - Administration Building Costs							
923000 - Accommodation Costs							
4 - Income							
923000-00-4400-000 ABC Cost Recovery	-556,840	-556,840	-534,401	-672,083	-115,243	21%	Activity Based Costing recovery based on updated drivers
TOTAL 4 - Income	-556,840	-556,840	-534,401	-672,083	-115,243	21%	
TOTAL 923000 - Accommodation Costs	-556,840	-556,840	-534,401	-672,083	-115,243	21%	
B80003 - Administration Building Gardeners Shed							
1 - Expenditure							
TOTAL 1 - Expenditure	4,438	3,438	1,596	3,490	52	2%	
TOTAL B80003 - Administration Building Gardeners Shed	4,438	3,438	1,596	3,490	52	2%	
B80099 - Administration Building Bld Mnt							
TOTAL B80099 - Administration Building Bld Mnt	547,808	646,284	529,664	655,697	9,413	1%	
P80017 - Admin Bldg-Indoor Plants							
TOTAL P80017 - Admin Bldg-Indoor Plants	12,694	12,863	10,632	13,194	331	3%	
TOTAL 510 - Administration Building Costs	8,100	105,745	7,491	298	-105,447	-100%	
TOTAL 047 - City Facilities and Property	3,615,253	4,073,124	3,932,545	4,840,656	787,533	19%	
TOTAL 15 - Infrastructure Services	27,953,909	28,061,480	18,243,807	30,186,976	2,125,497	8%	
20 - Development and Communities							
050 - Planning Services							
440 - Planning Services							
980000 - Town Planning							
1 - Expenditure							
980000-00-1077-000 Reimb - Miscellaneous	60,000	50,000	23,511	0	-50,000	-100%	
980000-00-1128-000 Photocopying	6,000	6,000	991	3,000	-3,000	-50%	Reduced budget for photocopying (photocopier) as large mail-merges have been out sourced to print/mail service companies; also development application decisions are mostly sent via email rather than printing and posting now, which has contributed to lowering photocopy costs.
980000-00-1130-000 Laminating	0	0	180	500	500	New	Budget to allow for incidental presentation material etc.
980000-00-1200-000 Salaries	1,719,388	1,539,388	1,237,704	1,739,094	199,706	13%	
980000-00-1202-000 Allowances	849	849	610	899	50	6%	
980000-00-1203-000 Service Pay	0	0	63	0	0	0%	
980000-00-1204-000 Long Service Leave	0	21,000	32,993	27,830	6,830	33%	
980000-00-1208-000 Workers Compensation	18,061	18,061	18,656	18,565	504	3%	
980000-00-1209-000 Superannuation	203,327	195,000	147,203	216,270	21,270	11%	
980000-00-1211-000 Fringe Benefits Tax	34,460	34,460	34,254	34,460	0	0%	
980000-00-1216-000 Agency Staff	20,000	200,000	206,583	20,000	-180,000	-90%	Agency Staff to provide Planning Officer cover for development application assessment during staff leave periods.
980000-00-1226-000 Stationery	3,900	3,900	1,712	3,900	0	0%	
980000-00-1227-000 Printing	5,000	5,000	2,089	8,000	3,000	60%	Budget to allow for printing/publication of material associated with Planning projects - i.e. advertising material for DA6 draft Activity Centre Structure Plan(\$1,000), and Golden Gateway draft Local Structure Plan material (\$1,000) and large mail-merge printing and posting \$6,000 (based on 4,000 letters @ \$1.50/letter).
980000-00-1234-000 Uniforms/Protective Clothing	400	400	0	400	0	0%	
980000-00-1240-000 Safety Equipment	50	50	0	50	0	0%	
980000-00-1252-000 Equipment	2,000	2,000	0	2,000	0	0%	Budget to allow for mobile phones for relevant officers.
980000-00-1263-000 Services - Advertising	20,000	15,000	5,327	22,000	7,000	47%	Advertising costs associated with consultation for Planning projects including formal advertising activities (community information forums virtually/in-person) for DA6 draft Activity Centre Plan (\$10,000 - 80% carry-over from 2021/22 budget), and re-advertising of revised Golden Gateway draft Local Structure Plan (\$8,000 carry-over from 2021/22 budget) - includes expenses for Signs, newspaper advertisements, mail-outs, information booth marquee hire. Budget also includes allowance for advertising of departmental staff recruitment, routine scheme amendments, structure plans and local development plans, as well as major development applications (\$4,000).
980000-00-1267-000 Services - Courier	500	500	98	500	0	0%	
980000-00-1270-000 Services - Legal	80,000	80,000	18,297	80,000	0	0%	
980000-00-1271-000 Services - Other Consultants	62,500	62,500	13,880	180,000	117,500	188%	DA6 - current \$70,000 carry-over/commitment for remaining scope of tender, \$30,000 to explore alternative designs for Southern Main Drain, \$20,000 modifications to Structure Plan, Golden Gateway - \$11,000 carry-over/commitment plus additional \$39,000 for remaining work to modify Structure Plan and technical aPersonal Protective EquipmentIndices(building heights, precinct boundaries, zones and road layout) as per Council resolution.
980000-00-1279-000 Services - Other	70,000	70,000	38,544	70,000	0	0%	Design Review Panel member fees (estimated monthly meeting frequency, approximate cost of \$5,000 per session for 4 member panel = \$60,000), plus \$10,000 allowance for specialist technical advice - e.g. review of acoustic, odour impacts etc.
980000-00-1322-000 Telephone	8,977	8,977	7,690	7,627	-1,350	-15%	
980000-00-1330-000 Subscriptions	2,700	2,700	2,060	2,700	0	0%	Planning Institute of Australia membership for Director and Manager as per contract (\$600 x 2), Director Membership EDA (\$400), Professional membership subsidy for Coordinators as per contract (\$300 x 2), and Local Government Planners' Association Organisational membership (\$500).
980000-00-1371-000 Travel - Conferences	5,000	5,000	0	5,000	0	0%	Provision for appropriate interstate conference travel for 4x contract officers, and Pathway Conference for Divisional Pathway Officer @ \$1,000 per officer = \$5,000.
980000-00-1372-000 Accommodation - Conferences	5,000	5,000	0	5,000	0	0%	Interstate conference accommodation for 4x contract officers, and Divisional Pathway Officer @ \$1,000 per officer = \$5,000.
980000-00-1373-000 Registration - Train/Conf	12,800	12,800	5,793	12,800	0	0%	Professional development for officers as per contract, planning staff participation/attendance at essential industry forums and essential training/professional development for staff.
980000-00-1399-000 Miscellaneous	2,500	2,500	1,371	2,500	0	0%	
980000-00-1400-000 ABC Cost Allocation	689,473	689,473	609,298	840,610	151,137	22%	Activity Based Costing allocation based on updated drivers
980000-00-1119-000 Licenses	1,656	1,656	1,733	1,656	0	0%	Vehicle costs for Fleet 3, 7, 11 and 78.
980000-00-1201-000 Wages	1,504	1,504	239	1,920	416	28%	
980000-00-1216-000 Agency Staff	596	596	40	960	364	61%	
980000-00-1221-000 Tyres	600	600	0	1,200	600	100%	
980000-00-1224-000 Fuel	9,473	9,473	9,923	11,706	2,233	24%	
980000-00-1225-000 External Repairs	1,568	1,568	2,260	0	-1,568	-100%	
980000-00-1314-000 Ins. Prem - Motor Vehicle	1,297	1,297	1,217	1,278	-19	-1%	
TOTAL 1 - Expenditure	3,049,578	3,047,251	2,424,319	3,322,425	275,173	9%	
3 - Capital Expenditure							
980000-32-3059-000 Contribution - Capital	50,000	50,000	0	50,000	0	0%	Budget to allow for the subsequent payment to Development WA (formerly Landcorp) in regards to development contributions received from The Springs development. The funds will be paid to Development WA.
980000-32-3253-000 Fleet / Plant	50,925	53,000	0	128,547	75,547	143%	Vehicle purchase Fleet 7, 11 and 78.
TOTAL 3 - Capital Expenditure	100,925	103,000	0	178,547	75,547	73%	

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
4 - Income							
980000-00-4106-000 Zoning Certificate	0	0	-73	0	0	0%	
980000-00-4107-000 Planning Advice	-1,500	-1,500	-1,358	-1,500	0	0%	
980000-00-4113-000 Settlement Enquiries	-20,000	-55,000	-78,996	-55,000	0	0%	
980000-00-4124-000 Application Fees	-300,000	-300,000	-304,208	-300,000	0	0%	Estimate based on 2021/22 income.
980000-00-4399-000 Miscellaneous	-300	-300	-543	-300	0	0%	Anticipated reimbursement income from State Government's Development Assessment Panel for hosting JDAP (Joint Development Assessment Panel) meetings (@\$50 x 6 meetings).
980000-00-4400-000 ABC Cost Recovery	-818,333	-818,333	-612,578	-889,687	-71,354	9%	Activity Based Costing recovery based on updated drivers
TOTAL 4 - Income	-1,140,133	-1,175,133	-997,756	-1,246,487	-71,354	6%	
6 - Capital Income							
980000-00-6059-000 Cont - Other	-50,000	-50,000	0	-50,000	0	0%	Budget to allow for the subsequent payment to Development WA (formerly Landcorp) in regards to development contributions received from The Springs development. The funds will be paid to Development WA.
980000-00-6253-000 Fleet / Plant	-35,700	0	0	-83,615	-83,615		New Income sale of Fleet 07, 11 and 78.
980000-00-6835-000 Long Service Leave Reserve - Salaries	0	-21,000	0	-27,830	-6,830	33%	Long Service Leave paid from Reserve
TOTAL 6 - Capital Income	-85,700	-71,000	0	-161,445	-90,445	127%	
TOTAL 980000 - Town Planning	1,924,670	1,904,118	1,426,563	2,093,040	188,922	10%	
TOTAL 440 - Planning Services	1,924,670	1,904,118	1,426,563	2,093,040	188,922	10%	
TOTAL 050 - Planning Services	1,924,670	1,904,118	1,426,563	2,093,040	188,922	10%	
060 - Safer Communities							
430 - State Emergency Service							
997000 - State Emergency Service							
1 - Expenditure							
997000-00-1239-000 Consumables	9,500	9,500	6,928	10,000	500	5%	consolidation of several accounts includes photocopying, stationery, consumables, food and training/registration
997000-00-1265-000 Services - Equipment Maint.	5,000	5,000	2,743	5,000	0	0%	
997000-00-1322-000 Telephone	6,418	6,418	7,681	7,728	1,310	20%	
997000-00-1373-000 Registration - Train/Conf	500	500	81	0	-500	-100%	
997000-00-1119-000 Licenses	48	48	49	49	1	2%	
997000-00-1201-000 Wages	960	960	0	0	-960	-100%	
997000-00-1216-000 Agency Staff	480	480	0	0	-480	-100%	
997000-00-1223-000 Parts	1,440	1,440	0	0	-1,440	-100%	
997000-00-1224-000 Fuel	1,020	1,020	1,089	1,020	0	0%	
997000-00-1225-000 External Repairs	2,700	4,451	10,715	8,500	4,049	91%	
997000-00-1314-000 Ins. Prem - Motor Vehicle	3,571	3,571	3,352	3,520	-51	-1%	
TOTAL 1 - Expenditure	31,637	33,388	32,638	35,817	2,429	7%	
4 - Income							
997000-00-4032-000 Grant - Operating	-78,884	-78,884	-89,219	-81,100	-2,216	3%	
997000-00-4065-000 Cont - Town of Vic Park	-10,000	-10,000	-12,175	-10,000	0	0%	TOVP annual 47% estimated contribution to City for SES costs
TOTAL 4 - Income	-88,884	-88,884	-101,394	-91,100	-2,216	2%	
TOTAL 997000 - State Emergency Service	-57,247	-55,496	-68,756	-55,283	213	0%	
997002 - SES Operations							
1 - Expenditure							
997002-00-1252-000 Equipment	2,500	2,500	0	2,500	0	0%	
997002-00-1322-000 Telephone	0	0	0	315	315	New	
TOTAL 1 - Expenditure	2,500	2,500	0	2,815	315	13%	
TOTAL 997002 - SES Operations	2,500	2,500	0	2,815	315	13%	
997003 - SES Communications							
1 - Expenditure							
997003-00-1252-000 Equipment	2,000	2,000	4,059	3,000	1,000	50%	
TOTAL 1 - Expenditure	2,000	2,000	4,059	3,000	1,000	50%	
TOTAL 997003 - SES Communications	2,000	2,000	4,059	3,000	1,000	50%	
997004 - SES Rescue							
1 - Expenditure							
997004-00-1252-000 Equipment	4,000	4,000	3,585	6,000	2,000	50%	
TOTAL 1 - Expenditure	4,000	4,000	3,585	6,000	2,000	50%	
TOTAL 997004 - SES Rescue	4,000	4,000	3,585	6,000	2,000	50%	
997005 - SES Stores							
1 - Expenditure							
997005-00-1252-000 Equipment	1,000	1,000	0	1,000	0	0%	
TOTAL 1 - Expenditure	1,000	1,000	0	1,000	0	0%	
TOTAL 997005 - SES Stores	1,000	1,000	0	1,000	0	0%	
997007 - SES Welfare							
1 - Expenditure							
997007-00-1252-000 Equipment	1,000	1,000	389	1,000	0	0%	
TOTAL 1 - Expenditure	1,000	1,000	389	1,000	0	0%	
TOTAL 997007 - SES Welfare	1,000	1,000	389	1,000	0	0%	
997008 - SES Admin COB							
1 - Expenditure							
997008-00-1400-000 ABC Cost Allocation	10,919	10,919	9,378	14,643	3,724	34%	Activity Based Costing allocation based on updated drivers
TOTAL 1 - Expenditure	10,919	10,919	9,378	14,643	3,724	34%	
TOTAL 997008 - SES Admin COB	10,919	10,919	9,378	14,643	3,724	34%	
997009 - SES Training							
1 - Expenditure							
997009-00-1252-000 Equipment	500	500	9	500	0	0%	
TOTAL 1 - Expenditure	500	500	9	500	0	0%	

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	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
TOTAL 997009 - SES Training	500	500	9	500	0	0%	
B02799 - SES facility Kew St							
1 - Expenditure							
TOTAL 1 - Expenditure	33,020	38,057	37,908	33,514	-4,543	-12%	
TOTAL B02799 - SES facility Kew St	33,020	38,057	37,908	33,514	-4,543	-12%	
P02700 - SES 314 Kew St - Gen Mntc							
TOTAL P02700 - SES 314 Kew St - Gen Mntc	7,712	7,796	4,300	7,732	-64	-1%	
TOTAL 430 - State Emergency Service	5,404	12,276	-9,127	14,921	2,645	22%	
450 - Building Control							
980500 - Building Control							
1 - Expenditure							
980500-00-1124-000 Application Fees	50	50	0	50	0	0%	
980500-00-1128-000 Photocopying	2,500	2,500	2,415	2,800	300	12%	
980500-00-1200-000 Salaries	313,380	313,380	248,903	317,355	3,975	1%	
980500-00-1202-000 Allowances	150	150	123	150	0	0%	
980500-00-1208-000 Workers Compensation	3,293	3,293	3,401	3,333	40	1%	
980500-00-1209-000 Superannuation	37,463	37,463	30,739	41,111	3,648	10%	
980500-00-1211-000 Fringe Benefits Tax	16,557	16,557	6,627	16,557	0	0%	
980500-00-1226-000 Stationery	1,500	1,500	330	1,000	-500	-33%	General Dept stationery needs
980500-00-1227-000 Printing	150	150	0	150	0	0%	Other minor printing costs
980500-00-1228-000 Book Purchases Local	1,000	1,000	63	750	-250	-25%	Purchase of ASs, Journals
980500-00-1234-000 Uniforms/Protective Clothing	400	400	160	400	0	0%	Personal Protective Equipment - for new staff
980500-00-1239-000 Consumables	50	50	0	50	0	0%	
980500-00-1240-000 Safety Equipment	500	500	585	1,500	1,000	200%	replacement and refills of safety equipment x3
980500-00-1252-000 Equipment	1,200	1,200	0	1,000	-200	-17%	Office equipment
980500-00-1263-000 Services - Advertising	2,000	2,000	245	2,000	0	0%	
980500-00-1270-000 Services - Legal	10,000	10,000	8,650	10,000	0	0%	Allocation for legal advice and prosecutions related to building matters.
980500-00-1271-000 Services - Other Consultants	15,000	15,000	14,871	20,000	5,000	33%	Consultants costs for peer reviews. Costs associated with two potential independent assessments
980500-00-1317-000 Ins. Prem - Other	4,208	4,208	4,189	4,607	399	9%	
980500-00-1322-000 Telephone	4,192	4,192	3,221	3,345	-847	-20%	
980500-00-1330-000 Subscriptions	1,500	1,500	1,020	2,000	500	33%	Annual membership Australian Institute of Building Surveyors (AIBS) - \$800 and practitioner Department of Mines, Industry Regulation and Safety (DMIRS) registration reimbursements (\$1020)
980500-00-1373-000 Registration - Train/Conf	4,000	4,000	1,737	6,000	2,000	50%	State Conference (\$1500 x 3) and new Building Code of Australia (BCA) training courses (\$1500)
980500-00-1397-000 Refunds General	100	100	0	2,000	1,900	1900%	Reimbursements where building associated statutory time frames are not met. Settlement enquiry refunds.
980500-00-1399-000 Miscellaneous	500	500	428	500	0	0%	Parking, food etc
980500-00-1400-000 ABC Cost Allocation	412,408	412,408	375,659	437,876	25,468	6%	Activity Based Costing allocation based on updated drivers
980500-00-1119-000 Licenses	414	414	1,279	414	0	0%	Vehicle costs for Fleet 73
980500-00-1201-000 Wages	960	960	407	480	-480	-50%	
980500-00-1216-000 Agency Staff	480	480	200	240	-240	-50%	
980500-00-1221-000 Tyres	0	0	950	1,200	1,200	New	
980500-00-1224-000 Fuel	2,652	9,795	8,451	4,564	-5,231	-53%	
980500-00-1225-000 External Repairs	900	900	4,216	900	0	0%	
980500-00-1314-000 Ins. Prem - Motor Vehicle	814	814	764	802	-12	-1%	
TOTAL 1 - Expenditure	838,320	845,463	719,633	883,134	37,670	4%	
3 - Capital Expenditure							
980500-32-3253-000 Fleet / Plant	0	0	0	38,811	38,811		New Vehicle purchase Fleet 73.
TOTAL 3 - Capital Expenditure	0	0	0	38,811	38,811	New	
4 - Income							
980500-00-4076-000 Reimb - Staff Fuel	-1,000	-1,000	-682	-1,000	0	0%	
980500-00-4113-000 Settlement Enquiries	-50,000	-30,000	-21,640	-25,000	5,000	-17%	Income from Settlement Enquiries
980500-00-4124-000 Application Fees	-35,000	-25,000	-18,486	-175,000	-150,000	600%	Income for Certified & Uncertified building applications and permits. Estimated 80% Certified / 20% Uncertified
980500-00-4128-000 Photocopying	-3,000	-1,500	-1,627	-1,800	-300	20%	Income from Front Counter photocopying for residents
980500-00-4136-000 Pool Levy	-20,000	-20,000	-18,383	-20,000	0	0%	Income from the annual pool levy (approx. \$20K)
980500-00-4139-000 Other Fees	-20,000	-20,000	-18,144	-20,000	0	0%	Other miscellaneous fees (archive searches)
980500-00-4400-000 ABC Cost Recovery	-35,466	-35,466	-32,050	-32,016	3,450	-10%	Activity Based Costing recovery based on updated drivers
TOTAL 4 - Income	-164,466	-132,966	-111,012	-274,816	-141,850	107%	
6 - Capital Income							
980500-00-6253-000 Fleet / Plant	0	0	0	-25,766	-25,766		New Income sale Fleet 73.
TOTAL 6 - Capital Income	0	0	0	-25,766	-25,766	New	
TOTAL 980500 - Building Control	673,854	712,497	608,621	621,363	-91,135	-13%	
TOTAL 450 - Building Control	673,854	712,497	608,621	621,363	-91,135	-13%	
530 - Criminal Damage							
922300 - Criminal Damage							
1 - Expenditure							
922300-00-1200-000 Salaries	49,909	49,909	45,471	39,140	-10,769	-22%	
922300-00-1202-000 Allowances	50	50	46	50	0	0%	
922300-00-1204-000 Long Service Leave	0	0	0	12,362	12,362	New	
922300-00-1208-000 Workers Compensation	525	525	542	541	16	3%	
922300-00-1209-000 Superannuation	7,131	7,131	6,828	7,776	645	9%	
922300-00-1222-000 Materials	20,000	15,000	6,481	12,000	-3,000	-20%	Private Property - paint/other materials, Community Action Day, \$4K for MRs work. Other private (\$8K)
922300-00-1226-000 Stationery	50	50	0	50	0	0%	Stationery
922300-00-1234-000 Uniforms/Protective Clothing	250	250	0	200	-50	-20%	Personal Protective Equipment
922300-00-1235-000 Signs	0	0	0	4,000	4,000	New	New magnetic decaling for contractor vehicles x 4
922300-00-1239-000 Consumables	1,500	1,500	0	1,500	0	0%	Includes CAD food and drink
922300-00-1240-000 Safety Equipment	300	300	0	200	-100	-33%	Hi Viz uniform
922300-00-1279-000 Services - Other	40,000	25,000	10,242	20,000	-5,000	-20%	Contractors removal costs including \$11K (MRs)
922300-00-1322-000 Telephone	1,310	1,310	1,460	1,534	224	17%	
922300-00-1373-000 Registration - Train/Conf	300	300	0	300	0	0%	
922300-00-1377-000 Travel - General	50	50	0	50	0	0%	
922300-00-1399-000 Miscellaneous	250	250	0	200	-50	-20%	Minor unforeseen costs
922300-00-1400-000 ABC Cost Allocation	59,981	59,981	47,608	38,283	-21,698	-36%	Activity Based Costing allocation based on updated drivers
TOTAL 1 - Expenditure	181,606	161,606	118,677	138,186	-23,420	-14%	
4 - Income							

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
922300-00-4077-000 Reimb - Miscellaneous	-18,000	-18,000	-9,696	-15,000	3,000	-17%	Income from work done on Main Roads (MRs) labour (\$11K) and materials (\$4K)
TOTAL 4 - Income	-18,000	-18,000	-9,696	-15,000	3,000	-17%	
6 - Capital Income							
922300-00-6835-000 Long Service Leave Reserve - Salaries	0	0	0	-12,362	-12,362		New Long Service Leave funded from reserve.
TOTAL 6 - Capital Income	0	0	0	-12,362	-12,362	New	
TOTAL 922300 - Criminal Damage	163,606	143,606	108,981	110,824	-32,782	-23%	
922301 - Criminal Damage - Council Property							
1 - Expenditure							
922301-11-1279-000 Services - Other	45,000	45,000	45,872	50,000	5,000	11%	Contractors costs on Council Property
TOTAL 1 - Expenditure	45,000	45,000	45,872	50,000	5,000	11%	
TOTAL 922301 - Criminal Damage - Council Property	45,000	45,000	45,872	50,000	5,000	11%	
TOTAL 530 - Criminal Damage	208,606	188,606	154,853	160,824	-27,782	-15%	
540 - Customer Services							
980600 - Customer Service							
1 - Expenditure							
980600-00-1128-000 Photocopying	1,500	1,500	1,830	2,000	500	33%	Photocopier servicing costs
980600-00-1200-000 Salaries	302,823	237,823	187,497	313,134	75,311	32%	
980600-00-1202-000 Allowances	250	250	145	250	0	0%	
980600-00-1204-000 Long Service Leave	4,173	18,756	18,756	0	-18,756	-100%	
980600-00-1207-000 Employee Entitlements	0	53,694	53,694	0	-53,694	-100%	
980600-00-1208-000 Workers Compensation	3,225	3,225	3,332	3,290	65	2%	
980600-00-1209-000 Superannuation	44,551	44,551	26,862	45,117	566	1%	
980600-00-1216-000 Agency Staff	0	65,000	92,381	30,000	-35,000	-54%	
980600-00-1226-000 Stationery	600	600	846	700	100	17%	FC & Switch stationery
980600-00-1250-000 Furniture	0	1,500	0	1,500	0	0%	
980600-00-1252-000 Equipment	200	200	0	200	0	0%	
980600-00-1279-000 Services - Other	3,000	3,000	2,400	3,000	0	0%	Capitivate Connect Services (Oct/Apr) for Switchboard
980600-00-1322-000 Telephone	3,448	3,448	2,490	2,571	-877	-25%	
980600-00-1373-000 Registration - Train/Conf	500	500	0	500	0	0%	Training
980600-00-1399-000 Miscellaneous	800	800	381	800	0	0%	Neverfall water
980600-00-1400-000 ABC Cost Allocation	173,768	173,768	145,675	192,816	19,048	11%	Activity Based Costing allocation based on updated drivers
TOTAL 1 - Expenditure	538,838	608,615	536,291	695,878	-12,737	-2%	
4 - Income							
980600-00-4400-000 ABC Cost Recovery	-539,438	-539,438	-533,129	-595,877	-56,439	10%	Activity Based Costing recovery based on updated drivers
TOTAL 4 - Income	-539,438	-539,438	-533,129	-595,877	-56,439	10%	
6 - Capital Income							
980600-00-6835-000 Long Service Leave Reserve - Salaries	-4,173	-18,756	0	0	18,756	-100%	
980600-00-6847-000 Misc Entitlements Reserve	0	-53,694	0	0	53,694	-100%	
TOTAL 6 - Capital Income	-4,173	-72,450	0	0	72,450	-100%	
TOTAL 980600 - Customer Service	-4,773	-3,273	3,162	1	3,274	-100%	
TOTAL 540 - Customer Services	-4,773	-3,273	3,162	1	3,274	-100%	
550 - Environmental Health							
982500 - Health							
1 - Expenditure							
982500-00-1050-000 Cont to - Building Construct.	0	0	50	400	400		New Settlement enquiry refunds
982500-00-1080-000 Reimbursement - Services	300	300	1,245	600	300	100%	Refunded application fees
982500-00-1119-000 Licenses	2,000	2,000	1,364	2,000	0	0%	Airport ID (SH \$400) & annual software license \$550 X 2) Food Safe(\$500)
982500-00-1128-000 Photocopying	500	500	1	250	-250	-50%	
982500-00-1200-000 Salaries	839,681	784,681	671,635	886,964	102,283	13%	
982500-00-1201-000 Wages	250	250	100	250	0	0%	Operation Centre staff Environmental Health Officer (EHO) assistance
982500-00-1202-000 Allowances	449	449	341	449	0	0%	
982500-00-1208-000 Workers Compensation	8,821	8,821	9,111	9,319	498	6%	
982500-00-1209-000 Superannuation	111,794	111,794	90,895	123,299	11,505	10%	
982500-00-1210-000 Staff Medicals and Health	200	200	0	200	0	0%	
982500-00-1211-000 Fringe Benefits Tax	19,441	19,441	21,876	19,441	0	0%	
982500-00-1216-000 Agency Staff	5,000	60,000	44,927	5,000	-55,000	-92%	Private agency inspection service (\$5K)
982500-00-1219-000 Overheads	200	200	121	200	0	0%	Op Centre assistance
982500-00-1222-000 Materials	0	0	56	0	0	0%	
982500-00-1226-000 Stationery	3,500	3,500	682	1,000	-2,500	-71%	office paper, business cards etc
982500-00-1228-000 Book Purchases Local	1,000	1,000	46	1,000	0	0%	Annual subscription to legislation and statistic data
982500-00-1234-000 Uniforms/Protective Clothing	750	750	393	750	0	0%	Safety shoes, hats, jackets
982500-00-1239-000 Consumables	2,000	3,000	2,551	3,000	0	0%	Rat bait, water sampling tablets, food sampling gear, tissues
982500-00-1240-000 Safety Equipment	500	500	147	500	0	0%	Azzie masks, gloves etc
982500-00-1250-000 Furniture	0	0	0	1,000	1,000		New chairs, standing desks
982500-00-1252-000 Equipment	2,000	2,000	2,420	0	-2,000	-100%	
982500-00-1253-000 Fleet / Plant	0	0	7	0	0	0%	
982500-00-1263-000 Services - Advertising	15,000	10,000	1,302	5,000	-5,000	-50%	
982500-00-1265-000 Services - Equipment Maint.	3,000	3,000	1,267	3,000	0	0%	Calibration of equipment-pool testing (annual\$180), thermometers (annual 6 X \$150), light meter (annual \$200), noise meter & calibrator (bi-annual)/(\$1k x 2)
982500-00-1270-000 Services - Legal	25,000	35,000	30,040	35,000	0	0%	Solicitor's costs
982500-00-1279-000 Services - Other	80,000	40,000	23,150	15,000	-25,000	-63%	Services provided by others - Local Health Authorities Analytical Committee (LHAAC) analytical tax, food/water/other analysis (\$5K), emergency private clean up, locksmith, analysts costs etc.
982500-00-1317-000 Ins. Prem - Other	2,324	2,324	2,313	2,544	220	9%	
982500-00-1318-000 Insurance - Self Insurance	0	0	500	0	0	0%	
982500-00-1322-000 Telephone	10,680	10,680	8,971	9,173	-1,507	-14%	
982500-00-1330-000 Subscriptions	1,800	1,800	0	1,800	0	0%	Corporate subscription to Environmental Health Australia(EHA) institute for all EHOs
982500-00-1373-000 Registration - Train/Conf	6,000	6,000	2,101	5,000	-1,000	-17%	identified training needs and EHO Annual conference & Mozzie Course (Mandurah),AO training
982500-00-1399-000 Miscellaneous	2,000	2,000	1,426	1,500	-500	-25%	Health emergencies, parking, id pics
982500-00-1400-000 ABC Cost Allocation	316,465	316,465	281,570	380,930	64,465	20%	Activity Based Costing allocation based on updated drivers
982500-00-1119-000 Licenses	1,242	1,242	1,279	1,242	0	0%	Vehicle costs for Fleet 9, 42 and 54.
982500-00-1201-000 Wages	1,740	1,740	1,012	1,440	-300	-17%	
982500-00-1216-000 Agency Staff	596	596	140	720	124	21%	

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
982500-40-1221-000 Tyres	600	600	1,171	600	0	0%	
982500-40-1223-000 Parts	0	0	614	0	0	0%	
982500-40-1224-000 Fuel	10,200	10,200	12,289	10,574	374	4%	
982500-40-1225-000 External Repairs	1,176	1,176	3,628	1,176	0	0%	
982500-40-1279-000 Services - Other	0	0	210	0	0	0%	
982500-40-1314-000 Ins. Prem - Motor Vehicle	883	883	829	870	-13	-1%	
TOTAL 1 - Expenditure	1,477,093	1,443,093	1,221,880	1,531,191	88,099	6%	
3 - Capital Expenditure							
982500-32-3253-000 Fleet / Plant	77,875	77,875	41,286	26,000	-51,875	-67%	Vehicle purchase Fleet 42.
TOTAL 3 - Capital Expenditure	77,875	77,875	41,286	26,000	-51,875	-67%	
4 - Income							
982500-00-4076-000 Reimb - Staff Fuel	-750	-750	-682	-750	0	0%	staff fortnightly fuel contribution
982500-00-4077-000 Reimb - Miscellaneous	-500	-500	0	-500	0	0%	
982500-00-4113-000 Settlement Enquiries	-10,000	-15,000	-23,240	-20,000	-5,000	33%	Settlement enquiry fees income
982500-00-4142-000 Fines - Health Act	-30,000	-50,000	-54,691	-50,000	0	0%	Court fines/costs, noise fines
982500-00-4282-000 Services - Bulk Collections	0	0	-2,117	0	0	0%	
982500-00-4400-000 ABC Cost Recovery	-308,094	-308,094	-245,826	-145,995	162,099	-53%	Activity Based Costing recovery based on updated drivers
TOTAL 4 - Income	-349,344	-374,344	-326,556	-217,245	157,099	-42%	
6 - Capital Income							
982500-00-6253-000 Fleet / Plant	-51,020	-57,615	-34,545	-24,188	33,427	-58%	Income sale Fleet 42.
TOTAL 6 - Capital Income	-51,020	-57,615	-34,545	-24,188	33,427	-58%	
TOTAL 982500 - Health	1,154,604	1,089,009	902,064	1,315,758	226,750	21%	
982501 - Mosquito Control							
1 - Expenditure							
982501-00-1059-000 Cont - Other	48,946	63,180	65,039	85,800	22,620	36%	Contiguous Local Authority Group (CLAG) management of Dept. of Health mosquito control funds. Net nil impact with the expenditure being offset by funding. This figure is estimated as actual grant income will be based on approved submissions by DOH (\$45000) in mid August 2022 and estimated contributions from CLAG members (Belmont \$12,500, TYP \$1800, Bass- \$9,500, Bays \$11K, Swan \$6K). Reconcile actual income in Oct 22
982501-00-1200-000 Salaries	37,549	37,549	35,444	35,633	-1,916	-5%	
982501-00-1201-000 Wages	0	0	112	250	250		New Operation staff assistance for mozzie officer
982501-00-1202-000 Allowances	0	0	40	0	0	0%	
982501-00-1208-000 Workers Compensation	394	394	406	374	-20	-5%	
982501-00-1209-000 Superannuation	3,755	3,755	3,421	3,667	-88	-2%	
982501-00-1219-000 Overheads	0	0	134	150	150		New
982501-00-1234-000 Uniforms/Protective Clothing	400	400	0	250	-150	-38%	mesh/ hats, trousers, shirts etc
982501-00-1239-000 Consumables	25,000	25,000	20,807	25,000	0	0%	Vectobac, Prolink, Vectoprime (\$8K), dry ice, batteries, repellents, water bottles, merch (\$3500), & COB CLAG contribution grant dependent (\$12,500)
982501-00-1240-000 Safety Equipment	200	200	0	100	-100	-50%	repellent, NETS
982501-00-1252-000 Equipment	500	500	7	200	-300	-60%	traps, stakes
982501-00-1253-000 Fleet / Plant	0	0	13	0	0	0%	
982501-00-1279-000 Services - Other	5,000	5,000	2,630	5,500	500	10%	Trap maintenance & South East Regional Centre for Urban Landcare (SERCUL) school training & Festival attendance (\$5500)
982501-00-1377-000 Travel - General	2,500	2,500	2,237	2,500	0	0%	Travel costs for mozzie officer plus course travel
982501-00-1399-000 Miscellaneous	100	100	0	100	0	0%	
982501-00-1400-000 ABC Cost Allocation	7,020	7,020	6,504	7,934	914	13%	Activity Based Costing allocation based on updated drivers
TOTAL 1 - Expenditure	131,364	145,598	136,793	167,458	21,860	15%	
4 - Income							
982501-00-4059-000 Cont - Other	-48,946	-63,180	-62,427	-85,800	-22,620	36%	Contiguous Local Authority Group (CLAG) management of Dept. of Health mosquito control funds. Net nil impact with the expenditure being offset by funding. This figure is estimated as actual grant income will be based on approved submissions by DOH (\$45000) in mid August 2022 and estimated contributions from CLAG members (Belmont \$12,500, TYP \$1800, Bass- \$9,500, Bays \$11K, Swan \$6K). Reconcile actual income in Oct 22.
982501-00-4077-000 Reimb - Miscellaneous	-12,000	-12,000	-11,974	-12,000	0	0%	Income from 6IX and DPI land treating
TOTAL 4 - Income	-60,946	-75,180	-74,401	-97,800	-22,620	30%	
TOTAL 982501 - Mosquito Control	70,418	70,418	62,392	69,658	-760	-1%	
TOTAL 550 - Environmental Health	1,225,021	1,159,426	964,456	1,385,416	225,990	19%	
560 - Immunisation							
983500 - Immunisation							
1 - Expenditure							
983500-00-1127-000 Hire (Property & Equipment)	0	0	0	3,312	3,312		New Hall hire fees to Facilities as per Memorandum of understanding (MOU) with WA Department of Health (WADOH) (2 x hrs/12mth/yr)
983500-00-1279-000 Services - Other	8,000	8,000	7,013	8,000	0	0%	DOH nurse time 5hrs per clinic x 2 per month (\$8K)
983500-00-1400-000 ABC Cost Allocation	13,484	13,484	10,815	0	-13,484	-100%	
TOTAL 1 - Expenditure	21,484	21,484	17,827	11,312	-10,172	-47%	
4 - Income							
983500-00-4399-000 Miscellaneous	0	0	-18	0	0	0%	
TOTAL 4 - Income	0	0	-18	0	0	0%	
TOTAL 983500 - Immunisation	21,484	21,484	17,809	11,312	-10,172	-47%	
TOTAL 560 - Immunisation	21,484	21,484	17,809	11,312	-10,172	-47%	
580 - Rangers							
922500 - Rangers							
1 - Expenditure							
922500-00-1071-000 Reimb - Private Works	2,500	2,500	3,605	3,000	500	20%	Bush fire clearance work by private contractor in default of notice
922500-00-1077-000 Reimb - Miscellaneous	1,000	1,000	298	1,000	0	0%	Application/registration reimbursements eg post sterilisation
922500-00-1118-000 Poundage-Dogs	12,000	10,000	7,411	10,000	0	0%	Julie's Kennels poundage fees- dogs
922500-00-1120-000 Poundage-Cats	17,000	13,000	14,025	15,000	2,000	15%	Julie's Kennels poundage fees- cats
922500-00-1127-000 Hire (Property & Equipment)	6,000	6,000	5,570	6,000	0	0%	towing fees
922500-00-1128-000 Photocopying	150	150	2	100	-50	-33%	photocopying
922500-00-1200-000 Salaries	548,378	508,378	463,181	762,301	253,923	50%	
922500-00-1201-000 Wages	250	250	0	250	0	0%	Operation Centre staff assistance
922500-00-1202-000 Allowances	300	300	277	449	150	50%	
922500-00-1204-000 Long Service Leave	0	0	10,454	0	0	0%	
922500-00-1208-000 Workers Compensation	7,083	7,083	7,316	8,008	925	13%	
922500-00-1209-000 Superannuation	64,247	64,247	55,373	98,193	33,946	53%	
922500-00-1211-000 Fringe Benefits Tax	6,852	6,852	1,805	6,852	0	0%	

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
922500-00-1216-000 Agency Staff	0	40,000	59,535	10,000	-30,000	-75%	
922500-00-1219-000 Overheads	150	150	0	100	-50	-33%	
922500-00-1222-000 Materials	3,000	3,000	1,237	3,000	0	0%	0% printer cartridges (\$1500), dog tags, cat tags (\$1500)
922500-00-1226-000 Stationery	1,500	1,500	1,369	1,500	0	0%	
922500-00-1227-000 Printing	4,000	4,000	2,580	4,000	0	0%	0% General form printing requirements
922500-00-1234-000 Uniforms/Protective Clothing	1,000	1,000	511	3,000	2,000	200%	200% Personal Protective Equipment/Uniforms (+ 2 officers)
922500-00-1239-000 Consumables	1,500	1,500	923	3,000	1,500	100%	100% cable ties, batteries, tape, cat bait, dog treats, tissues, sun screen, dog poo box stickers
922500-00-1240-000 Safety Equipment	700	700	115	2,000	1,300	186%	186% muzzles, poles, cones, leads
922500-00-1252-000 Equipment	43,000	24,209	10,358	103,000	78,791	325%	325% Cat traps (\$1K), Installation of cctv x7 = \$14500/vehicle-\$102K, Improved decals on cab chassis x 7 (\$2K), Pinforce printers (\$1K x 3), GPS units (\$450 x 7 - \$3K) subject to business case approval
922500-00-1263-000 Services - Advertising	6,000	6,000	3,999	6,000	0	0%	0% Statutory fire notice advertising, gazette, vacancy ads.
922500-00-1268-000 Services - Postal	150	150	0	150	0	0%	0% Couriered mail etc
922500-00-1270-000 Services - Legal	25,000	25,000	11,559	20,000	-5,000	-20%	-20% prosecution fees and charges
922500-00-1279-000 Services - Other	27,000	27,000	15,564	28,000	1,000	4%	4% vet fees (\$1k), DOT searches(\$4k), FER fees (\$20k), Perth Cremation dog disposal (\$1k), Microchipping promo (\$2k)
922500-00-1280-000 Services - Training	5,000	5,000	0	5,000	0	0%	0% Staff training
922500-00-1288-000 Services - A/h answering	10,000	10,000	6,395	10,000	0	0%	0% Insight Call Connect
922500-00-1322-000 Telephone	6,390	6,390	5,017	5,081	-1,309	-20%	
922500-00-1330-000 Subscriptions	0	0	0	350	350		New WARA annual subscription - (\$50 X 7)
922500-00-1332-000 Advertising	1,000	1,000	0	12,000	11,000	1100%	1100% Promotion of new service provision (\$10k), microchipping day (\$2k)
922500-00-1373-000 Registration - Train/Conf	3,000	3,000	2,150	4,000	1,000	33%	33% all training/registration needs including Occupational safety and health and WARA conference (\$2K)
922500-00-1399-000 Miscellaneous	100	100	124	100	0	0%	0% Parking, other minor expenses
922500-00-1400-000 ABC Cost Allocation	223,862	223,862	186,720	255,062	31,200	14%	14% Activity Based Costing allocation based on updated drivers
922500-00-1119-000 Licenses	2,070	2,070	1,987	2,898	828	40%	40% Vehicle costs for Fleet 25, 44, 50, 55, 81 plus 2 new.
922500-00-1201-000 Wages	1,908	1,908	724	3,360	1,452	76%	
922500-00-1216-000 Agency Staff	552	552	100	1,680	1,128	204%	
922500-00-1221-000 Tyres	1,800	1,800	213	0	-1,800	-100%	
922500-00-1223-000 Parts	0	0	164	0	0	0%	
922500-00-1224-000 Fuel	16,248	16,248	19,771	30,800	14,552	90%	
922500-00-1225-000 External Repairs	3,960	3,960	5,171	2,674	-1,286	-32%	
922500-00-1314-000 Ins. Prem - Motor Vehicle	1,022	1,022	959	1,007	-15	-1%	
TOTAL 1 - Expenditure	1,055,672	1,030,881	906,565	1,428,915	398,034	39%	
3 - Capital Expenditure							
922500-32-3253-000 Fleet / Plant	0	357,120	0	60,000	-297,120	-83%	Vehicle purchase Fleet 50 and module.
TOTAL 3 - Capital Expenditure	0	357,120	0	60,000	-297,120	-83%	
4 - Income							
922500-00-4072-000 Reimb - Insurance Claims	0	0	-1,715	0	0	0%	
922500-00-4076-000 Reimb - Staff Fuel	-700	-700	-655	-700	0	0%	
922500-00-4077-000 Reimb - Miscellaneous	-2,500	-2,500	-3,805	-3,000	-500	20%	Income from fire clearance work in default of infringement
922500-00-4118-000 Poundage	-500	-500	-220	-500	0	0%	dog surrender fees
922500-00-4120-000 Poundage Vehicles	-20,000	-10,000	-9,062	-10,000	0	0%	Income from sold abandoned vehicles-note this money must be kept in trust for owner to recover:
922500-00-4141-000 Fines - Dog Act	-8,000	-8,000	-8,997	-10,000	-2,000	25%	dog fines & penalties
922500-00-4143-000 Fines - Parking	-25,000	-40,000	-43,566	-50,000	-10,000	25%	parking fines & penalties
922500-00-4146-000 Fines - Cat Act	-400	-400	0	-400	0	0%	cat fines & penalties
922500-00-4149-000 Fines - Other	-5,000	-10,000	-21,645	-20,000	-10,000	100%	other fines & penalties-trolleys, litter, fire
922500-00-4204-000 Long Service Leave	0	0	-264	0	0	0%	
922500-00-4270-000 Services - Legal	-50,000	-50,000	-61,480	-50,000	0	0%	Fines Enforcement Registry income - Cannot be waived as already registered for collection with FER
922500-00-4399-000 Miscellaneous	0	0	-139	0	0	0%	
922500-00-4400-000 ABC Cost Recovery	-7,077	-7,077	-5,573	-64,217	-57,140	807%	Activity Based Costing recovery based on updated drivers
TOTAL 4 - Income	-119,177	-129,177	-156,921	-208,817	-79,640	62%	
6 - Capital Income							
922500-00-6253-000 Fleet / Plant	0	-97,024	0	-22,005	75,019	-77%	Income sale Fleet 50.
TOTAL 6 - Capital Income	0	-97,024	0	-22,005	75,019	-77%	
TOTAL 922500 - Rangers	936,495	1,161,800	749,643	1,258,093	96,293	8%	
TOTAL 580 - Rangers	936,495	1,161,800	749,643	1,258,093	96,293	8%	
590 - Belmont Community Watch							
922000 - Belmont Community Watch							
1 - Expenditure							
922000-00-1253-000 Fleet / Plant	1,000	1,000	1,461	21,000	20,000	2000%	Three cars budgeted for replacement. Costs associated with fitting out of three cars (electrics/light bars \$1500/software configuration swap over \$2500, decals(\$2000 x 3) and ancillaries \$1k - total \$21K (for three cars fitted out)
922000-00-1276-000 Services - Security	1,291,245	1,291,245	1,034,804	1,322,233	30,988	2%	Continuation of current contract for 2 months until 30 Aug 2022. Assumed similar service for rest of FY 22/23. Based on current costs plus 2.4% CPI - Mobile (\$1,187,901) & FP Precinct Guard (\$134,332)
922000-00-1318-000 Insurance - Self Insurance	0	0	3,442	0	0	0%	
922000-00-1322-000 Telephone	862	862	607	632	-230	-27%	
922000-00-1399-000 Miscellaneous	250	250	0	250	0	0%	
922000-00-1400-000 ABC Cost Allocation	3,704	3,704	3,234	0	-3,704	-100%	
922000-00-1119-000 Licenses	1,242	1,242	1,192	1,242	0	0%	Vehicle licensing for Fleet 65,66 and 76
922000-00-1201-000 Wages	2,880	2,880	1,847	2,880	0	0%	
922000-00-1216-000 Agency Staff	750	750	1,390	1,200	450	60%	
922000-00-1221-000 Tyres	1,800	1,800	1,804	2,000	200	11%	
922000-00-1223-000 Parts	0	0	271	0	0	0%	
922000-00-1224-000 Fuel	14,040	25,800	27,024	32,893	7,093	27%	
922000-00-1225-000 External Repairs	2,700	20,000	18,397	6,000	-14,000	-70%	
922000-00-1314-000 Ins. Prem - Motor Vehicle	798	798	749	796	-12	-2%	
TOTAL 1 - Expenditure	1,321,271	1,350,331	1,096,023	1,391,116	40,785	3%	
3 - Capital Expenditure							
922000-32-3253-000 Fleet / Plant	0	0	0	81,080	81,080	New	Vehicle purchase Fleet 65 and 76.
TOTAL 3 - Capital Expenditure	0	0	0	81,080	81,080	New	
6 - Capital Income							
922000-00-6253-000 Fleet / Plant	0	0	0	-45,928	-45,928	New	Income sale Fleet 65 and 76.
TOTAL 6 - Capital Income	0	0	0	-45,928	-45,928	New	
TOTAL 922000 - Belmont Community Watch	1,321,271	1,350,331	1,096,023	1,426,268	75,937	6%	
TOTAL 590 - Belmont Community Watch	1,321,271	1,350,331	1,096,023	1,426,268	75,937	6%	

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
600 - Neighbourhood Watch							
922100 - Belmont Neighbourhood Watch							
1 - Expenditure							
922100-00-1400-000 ABC Cost Allocation	593	593	517	0	-593	-100%	
TOTAL 1 - Expenditure	593	593	517	0	-593	-100%	
TOTAL 922100 - Belmont Neighbourhood Watch	593	593	517	0	-593	-100%	
TOTAL 600 - Neighbourhood Watch	593	593	517	0	-593	-100%	
610 - Community Safety							
922600 - Crime Prevention & Comm Safety							
1 - Expenditure							
922600-00-1032-000 Grant - Operating	112,000	98,410	85,607	0	-98,410	-100%	
922600-00-1059-000 Cont - Other	0	5,000	18,791	0	-5,000	-100%	
922600-00-1077-000 Reimb - Miscellaneous	0	33,455	0	0	-33,455	-100%	
922600-00-1119-000 Licenses	0	0	0	80,000	80,000		New Careplus Milestone CCTV Licenses- Current expire Sep 2022 (3 year plan)
922600-00-1128-000 Photocopying	500	500	64	300	-200	-40%	
922600-00-1200-000 Salaries	352,811	352,811	336,092	394,181	41,370	12%	
922600-00-1202-000 Allowances	200	200	171	200	0	0%	
922600-00-1204-000 Long Service Leave	45,993	45,993	46,670	14,194	-31,799	-69%	
922600-00-1208-000 Workers Compensation	4,190	4,190	4,328	4,290	100	2%	
922600-00-1209-000 Superannuation	48,157	48,157	43,797	52,446	4,289	9%	
922600-00-1211-000 Fringe Benefits Tax	7,844	7,844	9,911	7,844	0	0%	
922600-00-1224-000 Fuel	3,000	3,000	2,658	3,000	0	0%	
922600-00-1226-000 Stationery	750	750	440	500	-250	-33%	
922600-00-1239-000 Consumables	0	0	0	250	250		New
922600-00-1240-000 Safety Equipment	300	300	112	300	0	0%	Boots
922600-00-1250-000 Furniture	0	0	0	600	600		New chair
922600-00-1252-000 Equipment	1,000	1,000	1,586	1,000	0	0%	telephone, equipment <\$1K
922600-00-1263-000 Services - Advertising	5,000	5,000	179	50,000	45,000		900% Promotion of core Community Safety and Crime Prevention Plan (CSCP) initiatives, Trailer decals (\$5k), budgeting required for 6 videos (\$20k) plus \$16k promo for 6 months January 2023 to end of June 2023 plus social media promo \$500-100/month-\$4k - Marketforce
922600-00-1278-000 Services - Security	750	750	330	750	0	0%	0% Message Media costs Be Crime Alert
922600-00-1279-000 Services - Other	147,000	147,000	107,310	162,000	15,000	10%	10% CCTV maintenance/consultation by Zenien (\$100K) Pressure King camera cleaning, & sign installation (\$20K) & Constable Care (\$42K- annual fee)
922600-00-1280-000 Services - Training	5,000	5,000	279	3,000	-2,000	-40%	Staff training
922600-00-1284-000 Services - Project Mgmt	80,000	91,000	52,684	95,000	4,000	4%	potential section relocation costs (\$20K), Hip Hop Ed (\$20K), Taskforce/Alliance/CSCP Projects (merchandise, pop up events- \$30K), Solar lighting initiative (\$25K- \$50K/units) subject to business case approval
922600-00-1317-000 Ins. Prem - Other	15,501	15,501	15,428	16,966	1,465	9%	
922600-00-1318-000 Insurance - Self Insurance	0	0	2,639	0	0	0%	
922600-00-1322-000 Telephone	5,251	5,251	4,368	4,516	-735	-14%	
922600-00-1373-000 Registration - Train/Conf	2,000	2,000	239	2,000	0	0%	
922600-00-1377-000 Travel - General	0	0	449	500	500		New
922600-00-1399-000 Miscellaneous	50	50	441	500	450	900%	
922600-00-1400-000 ABC Cost Allocation	125,205	125,205	103,270	115,265	-9,940	-8%	Activity Based Costing allocation based on updated drivers
922600-40-1119-000 Licenses	414	414	451	414	0	0%	Vehicle costs for Fleet 29.
922600-40-1201-000 Wages	960	960	194	480	-480	-50%	
922600-40-1216-000 Agency Staff	480	480	620	240	-240	-50%	
922600-40-1223-000 Parts	0	0	242	0	0	0%	
922600-40-1224-000 Fuel	1,792	1,792	2,236	2,896	1,104	62%	
922600-40-1225-000 External Repairs	392	392	362	392	0	0%	
922600-40-1314-000 Ins. Prem - Motor Vehicle	495	495	465	488	-7	-1%	
TOTAL 1 - Expenditure	967,834	1,002,899	842,402	1,014,512	11,612	1%	
3 - Capital Expenditure							
922600-32-3252-000 Equipment	107,000	96,000	53,802	250,000	154,000		160% Tomato Lake (\$56K), Centenary Park (\$17K), Miles Rd/Ballantyne standalone (\$25K), Peet Park part 2 upgrade (\$32K), Wright St car park (\$30K), Wilson Park (\$20K), Epsom Ave upgrade (\$20K), Glasshouse (\$33K), Rivervale Comm Centre (\$17K)
922600-32-3253-000 Fleet / Plant	38,811	79,351	0	0	-79,351	-100%	
TOTAL 3 - Capital Expenditure	145,811	175,351	53,802	250,000	74,649	43%	
4 - Income							
922600-00-4032-000 Grant - Operating	-112,000	-98,410	-98,410	0	98,410	-100%	
TOTAL 4 - Income	-112,000	-98,410	-98,410	0	98,410	-100%	
6 - Capital Income							
922600-00-6253-000 Fleet / Plant	-27,168	-57,673	0	0	57,673	-100%	
922600-00-6835-000 Long Service Leave Reserve - Salaries	-45,993	-45,993	0	-14,194	31,799	-69%	Long Service Leave funded from reserve.
TOTAL 6 - Capital Income	-73,161	-103,666	0	-14,194	89,472	-86%	
TOTAL 922600 - Crime Prevention & Comm Safety	927,684	976,174	797,793	1,250,318	274,143	28%	
TOTAL 610 - Community Safety	927,684	976,174	797,793	1,250,318	274,143	28%	
TOTAL 060 - Safer Communities	5,315,641	5,579,916	4,383,752	6,128,515	548,600	10%	
065 - Economic and Community Development							
072 - Sister City Activities							
921501 - Sister City							
1 - Expenditure							
921501-00-1222-000 Materials	1,500	1,500	0	1,500	0	0%	Allocation of funds for gift exchange Sister City student exchange
921501-00-1284-000 Services - Project Mgmt	10,000	8,000	4,283	10,000	2,000	25%	Allocation for Sister City Projects to maintain relationship and plan for recommencing Student delegations and upcoming 40 year anniversary
921501-00-1330-000 Subscriptions	1,000	0	0	1,000	1,000		New Annual Sister Cities Australia Subscription fee
921501-00-1332-000 Advertising	1,000	0	0	1,000	1,000		New Advertising costs for potential student delegation or highlighting the program.
921501-00-1371-000 Travel - Conferences	16,000	0	0	8,000	8,000		New Allocation of allowance for smaller than usual delegation if travel restrictions permit.
921501-00-1372-000 Accommodation - Conferences	9,500	0	0	8,000	8,000		New Sister City Delegation expected in July/August 2023. \$8k for exchange accommodation in Jan 2023 if restrictions allow. Funding allows for smaller than usual delegation.
921501-00-1373-000 Registration - Train/Conf	150	150	0	150	0	0%	First Aid Certification
921501-00-1384-000 Other Functions	15,000	8,000	0	8,000	0	0%	Sister City Delegation expected in July/August 2023. \$8k for exchanges in Jan 2023 if restrictions allow. Funding allows for smaller than usual delegation.
921501-00-1399-000 Miscellaneous	3,000	2,000	0	3,000	1,000	50%	Expend Sister City to Economic Pillar plus Misc expenses for student delegation
TOTAL 1 - Expenditure	57,150	19,650	4,283	40,650	21,000	107%	
TOTAL 921501 - Sister City	57,150	19,650	4,283	40,650	21,000	107%	
TOTAL 072 - Sister City Activities	57,150	19,650	4,283	40,650	21,000	107%	

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
200 - Donations & Grants							
912000 - Donations and Grants							
1 - Expenditure							
912000-00-1370-000 Donations - General	0	0	0	2,000	2,000		New Donations to line marking have varied between \$700 and \$2500 per year, since 2016/2017
TOTAL 1 - Expenditure	0	0	0	2,000	2,000	New	
TOTAL 912000 - Donations and Grants	0	0	0	2,000	2,000	New	
TOTAL 200 - Donations & Grants	0	0	0	2,000	2,000	0%	
620 - Engagement Strategies							
962501 - Engagement Strategies							
1 - Expenditure							
962501-00-1200-000 Salaries	343,795	262,351	226,399	343,265	80,914	31%	
962501-00-1202-000 Allowances	250	250	192	200	-50	-20%	
962501-00-1208-000 Workers Compensation	3,612	3,612	3,731	3,719	107	3%	
962501-00-1209-000 Superannuation	44,758	44,758	30,616	52,919	8,161	18%	
962501-00-1211-000 Fringe Benefits Tax	0	0	4,337	0	0	0%	
962501-00-1227-000 Printing	18,500	16,000	876	15,500	-500	-3%	Promotional materials for events and promotional activities \$8.5K, Seniors Activity Guide \$2K, Design & print Aboriginal Strategy/RAP \$9K.
962501-00-1252-000 Equipment	12,000	11,100	2,838	12,000	900	8%	External hire of equipment for community events - Aboriginal community bbqs \$4K, Multicultural Strategy actions and merch - \$5K, External hire/purchase of equipment for Seniors and Disability community activities and forums \$1K, Merch for events \$2K
962501-00-1263-000 Services - Advertising	0	0	549	0	0	0%	
962501-00-1271-000 Services - Other Consultants	15,000	25,000	14,579	10,000	-15,000	-60%	Reduction of \$20K for Engagement of Aboriginal Strategy Consultation Consultant
962501-00-1279-000 Services - Other	82,500	86,600	44,276	91,000	4,400	5%	Outreach Services \$28K (contract plus additional services as required), Harmonise activities \$6K, Cross Cultural programs - \$4K, NAIDOC Community event \$7.5K, Job expo \$5K, International Day of People with Disability \$2.5K, WA Seniors Weekend \$3.5K, Intergenerational Project \$2.5K, Asian transition for events \$3K, Accessibility Review of documents/events \$2.5K, Accessible Business program activities rollout \$7.5K, Seniors exercise and social programs \$3.5K, other services and activities \$3.5K, Reduction of \$2K for Cross Cultural Programs and Reduction of \$5K for Age Friendly Program grant delivered, CaLD Economic Development initiatives (Kaleidoscope program) \$10K
962501-00-1280-000 Services - Training	13,900	13,900	4,230	13,900	0	0%	Aboriginal Awareness training for staff and community \$5K, Cultural Diversity Training for staff and community \$5K, Disability Awareness Training for staff and community - \$2.4K, Dementia Awareness training for staff and community - \$1.5K.
962501-00-1318-000 Insurance - Self Insurance	0	500	500	0	-500	-100%	
962501-00-1322-000 Telephone	1,028	1,028	291	374	-654	-64%	
962501-00-1330-000 Subscriptions	200	200	168	0	-200	-100%	
962501-00-1332-000 Advertising	4,800	4,800	2,488	4,800	0	0%	Radio Advertising for event promotion \$3K, social media campaigns \$1.8K
962501-00-1370-000 Donations - General	93,000	93,000	29,948	91,000	-2,000	-2%	\$80K community contribution fund, \$10K for natural disasters as per per Lord Mayor A/Personal Protective Equipment (ie natural disasters)
962501-00-1373-000 Registration - Train/Conf	2,500	2,500	2,017	4,000	1,500	60%	Registration fees for relevant professional development courses, (4 staff)
962501-00-1377-000 Travel - General	0	0	42	100	100		New Staff travel expenses
962501-00-1383-000 Ceremonies	18,250	18,250	14,860	18,250	0	0%	Welcome to Country services for the whole organisation's formal events and activities, including provision for monthly Citizenship Ceremonies.
962501-00-1385-000 Catering - Functions	9,000	9,000	5,400	9,000	0	0%	Noongar Seasons 2 BBQs \$4k, other Culturally and Linguistically Diverse (CALD) and Aboriginal Catering to support engagement and other ongoing activities and forums \$2.5K, Catering for Seniors and Disability significant days, activities and forums, \$2.5K
962501-00-1399-000 Miscellaneous	3,500	3,500	2,311	3,500	0	0%	Resources for NAIDOC Student & Community Awards \$1K, Harmony Student and Community Awards \$2K, other \$500
962501-00-1400-000 ABC Cost Allocation	66,362	66,362	57,431	127,005	60,643	91%	Activity Based Costing allocation based on updated drivers
962501-00-1119-000 Licenses	414	414	426	414	0	0%	Vehicle costs for Fleet 05, Seniors Bus.
962501-00-1201-000 Wages	1,167	1,167	813	480	-687	-59%	
962501-00-1216-000 Agency Staff	284	284	690	240	-44	-15%	
962501-00-1223-000 Parts	0	0	37	0	0	0%	
962501-00-1224-000 Fuel	570	570	1,942	2,515	1,945	341%	
962501-00-1225-000 External Repairs	1,176	1,176	740	1,176	0	0%	
962501-00-1314-000 Ins. Prem - Motor Vehicle	725	725	681	715	-10	-1%	
TOTAL 1 - Expenditure	737,291	667,047	453,411	806,072	139,825	21%	
4 - Income							
962501-00-4032-000 Grant - Operating	0	0	-6,000	0	0	0%	
962501-00-4058-000 Cont - Fleet/Plant	0	-850	-1,454	0	850	-100%	
TOTAL 4 - Income	0	-850	-7,454	0	850	-100%	
TOTAL 962501 - Engagement Strategies	737,291	666,197	445,957	806,072	139,875	21%	
TOTAL 620 - Engagement Strategies	737,291	666,197	445,957	806,072	139,875	21%	
640 - Economic & Community Development							
962500 - Economic & Community Services							
1 - Expenditure							
962500-00-1059-000 Cont - Other	100,000	100,000	66,165	100,000	0	0%	Belmont Small Business Awards (\$40K) WA Small Business Awards/ BBEC, Small business mentoring and support (\$40K) BBEC Accommodation Support, Business Innovation Grants (\$20K) business grants to eligible small local Belmont businesses with innovation focus. Max \$10k per application.
962500-00-1128-000 Photocopying	2,000	2,000	1,416	2,000	0	0%	Photocopying/ promotional expenses.
962500-00-1200-000 Salaries	363,786	363,786	385,831	343,867	-19,919	-5%	
962500-00-1202-000 Allowances	150	150	177	200	50	33%	
962500-00-1208-000 Workers Compensation	3,821	3,821	3,947	3,614	-207	-5%	
962500-00-1209-000 Superannuation	52,730	52,730	50,927	53,121	391	1%	
962500-00-1210-000 Staff Medicals and Health	1,000	1,000	0	1,000	0	0%	
962500-00-1211-000 Fringe Benefits Tax	14,257	14,257	9,692	14,257	0	0%	
962500-00-1216-000 Agency Staff	0	0	13,205	0	0	0%	
962500-00-1226-000 Stationery	2,000	2,000	1,590	2,000	0	0%	
962500-00-1240-000 Safety Equipment	400	400	50	400	0	0%	Safety Equipment
962500-00-1252-000 Equipment	1,000	1,000	834	1,000	0	0%	Allowance for new equipment to support new staff
962500-00-1265-000 Services - Advertising	10,000	2,000	3,843	10,000	8,000	400%	Advertising and promotion of Economic Development Strategy (\$2.5K) and support for local business initiatives such as advertising of Business Grants, Local Business Directory, Belmont e-newsletter, Flyers/Fact Sheet - about Business in Belmont (\$7.5K)
962500-00-1270-000 Services - Legal	2,000	0	0	500	500		New Allowance for Legal advice for ECD activities such as legal reviews on grant programs
962500-00-1271-000 Services - Other Consultants	30,000	30,000	20,600	10,000	-20,000	-67%	Economic and Community Development Projects - such as Local Jobs Expo, BusinessProspectus (\$10K).
962500-00-1279-000 Services - Other	0	5,000	0	30,000	25,000	500%	New Projects as per draft Economic Development Strategy (\$30K) pending ELT approval and business cases by Director. Promotional material/destination marketing to promote opportunities (attract, retain) local Belmont businesses (\$7,000). Host Local Belmont Jobs Expo (\$7,000). Investigate the development of a Visitor Economy/Tourism & Plan for recreation opportunities (\$7,000). Workshops for Building a successful Food Business Program (\$5,000). Investigate the promotion/boosting of advanced manufacturing technology businesses such as automation and robotics (\$4,000).
962500-00-1280-000 Services - Training	1,000	1,000	900	1,000	0	0%	Training for ECD team
962500-00-1322-000 Telephone	9,209	9,209	9,198	9,408	199	2%	
962500-00-1330-000 Subscriptions	61,000	61,000	59,378	61,000	0	0%	Subscriptions for Remplan (\$19K), Profile .id (\$29K), Property Council (\$5K), LG Professionals (\$1K), EDA (\$2K), Business News (\$3K), CCWA (\$2K)
962500-00-1371-000 Travel - Conferences	1,000	50	35	1,000	950	1900%	Travel for conference, ED Coordinator & Manager E&CD.
962500-00-1372-000 Accommodation - Conferences	1,000	0	0	1,000	1,000		New Accommodation for conference, ED Coordinator & Manager E&CD.
962500-00-1373-000 Registration - Train/Conf	3,000	4,950	4,178	3,000	-1,950	-39%	Registration/ conference fees, ED Coordinator & Manager E&CD.

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
962500-00-1377-000 Travel - General	150	150	33	150	0	0%	
962500-00-1384-000 Other Functions	12,000	12,000	2,140	12,000	0	0%	Belmont Business Briefings and networking - 4 events per year (\$3k per event)
962500-00-1399-000 Miscellaneous	1,000	1,000	300	1,000	0	0%	Misc. items for department
962500-00-1400-000 ABC Cost Allocation	241,134	241,134	197,344	145,779	-95,355	-40%	Activity Based Costing allocation based on updated drivers
962500-00-1119-000 Licenses	2,484	2,484	2,413	1,242	-1,242	-50%	Vehicle costs for Fleet 16, 75 and 83.
962500-00-1201-000 Wages	1,805	1,805	1,566	1,440	-365	-20%	
962500-00-1216-000 Agency Staff	992	992	17,139	720	-272	-27%	
962500-00-1221-000 Tyres	600	600	810	0	-600	-100%	
962500-00-1222-000 Materials	0	0	110	0	0	0%	
962500-00-1224-000 Fuel	6,756	6,756	8,610	7,152	396	6%	
962500-00-1225-000 External Repairs	3,528	3,528	4,857	3,528	0	0%	
962500-00-1314-000 Ins. Prem - Motor Vehicle	3,095	3,095	2,905	3,050	-45	-1%	
TOTAL 1 - Expenditure	932,897	927,897	870,193	824,428	-103,469	-11%	
3 - Capital Expenditure							
962500-32-3253-000 Fleet / Plant	77,875	0	21,112	44,875	44,875		New Vehicle purchase Fleet 16.
TOTAL 3 - Capital Expenditure	77,875	0	21,112	44,875	44,875	New	
4 - Income							
962500-00-4076-000 Reimb - Staff Fuel	0	-409	-788	-500	-91	22%	
962500-00-4399-000 Miscellaneous	0	0	-213	0	0	0%	
TOTAL 4 - Income	0	-409	-1,002	-500	-91	22%	
6 - Capital Income							
962500-00-6253-000 Fleet / Plant	-44,749	0	0	-23,195	-23,195		New Income sale Fleet 16.
TOTAL 6 - Capital Income	-44,749	0	0	-23,195	-23,195	New	
TOTAL 962500 - Economic & Community Services	966,023	927,488	890,303	845,608	-81,880	-9%	
963500 - Regional Development							
1 - Expenditure							
963500-00-1284-000 Services - Project Mgmt	30,000	20,000	9,300	0	-20,000	-100%	
963500-00-1400-000 ABC Cost Allocation	148	148	129	0	-148	-100%	
TOTAL 1 - Expenditure	30,148	20,148	9,429	0	-20,148	-100%	
4 - Income							
963500-00-4077-000 Reimb - Miscellaneous	0	-6,675	-6,675	-6,675	0	0%	Increase in income as a reimbursement from partner councils on Link WA projects
TOTAL 4 - Income	0	-6,675	-6,675	-6,675	0	0%	
TOTAL 963500 - Regional Development	30,148	13,473	2,754	-6,675	-20,148	-160%	
TOTAL 640 - Economic & Community Development	996,171	940,961	893,057	838,933	-102,029	-11%	
642 - Community Development							
963300 - Community Development							
1 - Expenditure							
963300-00-1077-000 Reimb - Miscellaneous	0	4,965	4,969	0	-4,965	-100%	
963300-00-1200-000 Salaries	238,948	238,948	170,606	222,576	-16,372	-7%	
963300-00-1202-000 Allowances	100	100	72	100	0	0%	
963300-00-1208-000 Workers Compensation	2,509	2,509	2,591	2,338	-171	-7%	
963300-00-1209-000 Superannuation	26,534	26,534	18,695	26,114	-420	-2%	
963300-00-1227-000 Printing	500	500	228	500	0	0%	Printing expenses for production/ reproduction of Community Development resources
963300-00-1252-000 Equipment	500	500	177	500	0	0%	To replace, maintain, recalibrate equipment. Reduction on 2020/21 Budget
963300-00-1263-000 Services - Advertising	2,000	2,000	731	2,000	0	0%	CD and Count Us In advertising, incl paid social media Advertising or Perth Now Advertising.
963300-00-1271-000 Services - Other Consultants	20,505	23,350	19,200	24,850	1,500	6%	Fitness Contractors - Health Promotion, Count Us In, Increase of \$1.5K for CPI
963300-00-1279-000 Services - Other	30,092	30,092	13,443	33,000	2,908	10%	Mental Health initiatives (\$5k), Early Years Initiatives (\$6k), delivery of health promotion messaging (\$5k), programs and healthy living seminars (\$5k). Support for all of the City's community events (subsidizing healthy eating alternatives), Autumn River, Avon, KidzFest, health promotion merchandise (\$3k). Creche costs to support CountUsIn participants (\$2k). CountUsIn participants end of program celebration event (\$2k). Reconnection and maintenance of CountUsIn ex-participant (\$2k). Increase of \$3K to support increase in early years initiatives.
963300-00-1284-000 Services - Project Mgmt	167,040	160,040	146,687	185,000	24,960	16%	Preventative Domestic Violence Service, Contract cost.
963300-00-1369-000 Donations - Ongoing	114,000	123,695	113,000	133,500	9,805	8%	E&CD MOUs, including student support programs (9 primary schools at \$2K plus Belmont City College \$40k), accommodation support to Belmont Men's Shed (\$55) plus allowance for CPI (\$1k). Safe School Program (\$19.5K) Increase of \$19.5K for Safe School Program
963300-00-1373-000 Registration - Train/Conf	1,500	2,000	1,902	4,000	2,000	100%	Training for x4 Community Development Staff.
963300-00-1399-000 Miscellaneous	2,000	1,000	19	1,000	0	0%	Miscellaneous expenses for CD initiatives such as branded materials to support primarily health promotion activities (towels, water bottles, food diaries, polo shirts)
963300-00-1400-000 ABC Cost Allocation	0	0	0	66,870	66,870		New Activity Based Costing allocation based on updated drivers
TOTAL 1 - Expenditure	606,228	616,233	492,320	702,348	86,115	14%	
4 - Income							
963300-00-4059-000 Cont - Other	0	-4,969	-4,969	0	4,969	-100%	
TOTAL 4 - Income	0	-4,969	-4,969	0	4,969	-100%	
TOTAL 963300 - Community Development	606,228	611,264	487,352	702,348	91,094	15%	
964500 - Volunteer Programs							
1 - Expenditure							
964500-00-1119-000 Licenses	0	1,000	341	1,250	250	25%	Volunteer Police and Working with Children checks
964500-00-1200-000 Salaries	49,162	49,162	45,254	50,442	1,280	3%	
964500-00-1202-000 Allowances	50	50	46	50	0	0%	
964500-00-1208-000 Workers Compensation	517	517	534	530	13	3%	
964500-00-1209-000 Superannuation	4,892	4,892	4,504	5,239	347	7%	
964500-00-1234-000 Uniforms/Protective Clothing	1,000	1,000	714	1,000	0	0%	Uniforms and badges
964500-00-1280-000 Services - Training	1,000	1,000	0	1,000	0	0%	Provision for training courses for Volunteers.
964500-00-1322-000 Telephone	248	248	440	462	214	86%	
964500-00-1330-000 Subscriptions	500	500	414	500	0	0%	Volunteering WA Membership & Vira (Software) Subscription.
964500-00-1365-000 Volunteers - Other	1,500	1,000	0	1,500	500	50%	Volunteers community engagement sessions and outings.
964500-00-1373-000 Registration - Train/Conf	500	500	0	500	0	0%	Training for Volunteer Staff
964500-00-1385-000 Catering - Functions	12,500	12,500	6,957	13,000	500	4%	Volunteer functions, International Volunteers Day and National Volunteers Day.
964500-00-1399-000 Miscellaneous	1,000	1,000	64	1,000	0	0%	Misc Items for Volunteer E-hub and Volunteer projects.
964500-00-1400-000 ABC Cost Allocation	7,909	7,909	7,280	29,469	21,560	273%	Activity Based Costing allocation based on updated drivers
TOTAL 1 - Expenditure	80,778	81,277	66,548	105,942	24,664	30%	
TOTAL 964500 - Volunteer Programs	80,778	81,277	66,548	105,942	24,664	30%	

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
966500 - Youth Services General							
1 - Expenditure							
966500-00-1077-000 Reimb - Miscellaneous	0	2,500	848	2,500	0	0%	0% Allowance for youth services photocopy expenses. Offset by income from Youth Services Provider (Acc code 966500-00-4077-000).
966500-00-1216-000 Agency Staff	0	0	0	0	0	0%	
966500-00-1252-000 Equipment	3,250	3,250	0	3,250	0	0%	0% Equipment replacement and maintenance at the Youth Centre.
966500-00-1279-000 Services - Other	5,000	3,000	806	3,000	0	0%	0% CAN projects outside of Youth Services Contract
966500-00-1289-000 Services - Youth Programs	792,403	792,403	660,336	805,000	12,597	2%	2% Tender Youth Services July2021 Tender. Increase of \$13K for CPI in new Tender
966500-00-1400-000 ABC Cost Allocation	3,945	3,945	3,375	0	-3,945	-100%	
TOTAL 1 - Expenditure	904,598	805,098	665,365	813,750	8,652	1%	
4 - Income							
966500-00-4037-000 Grant - DCP	-62,500	-62,500	-64,337	-63,500	-1,000	2%	2% Department of Communities Grant Funding - case management
966500-00-4077-000 Reimb - Miscellaneous	0	-2,500	-848	-2,500	0	0%	0% Income from Youth Services Provider for youth services photocopy expenses (Acc code 966500-00-1077-000)
TOTAL 4 - Income	-62,500	-65,000	-65,186	-66,000	-1,000	2%	
TOTAL 966500 - Youth Services General	742,098	740,098	600,179	747,750	7,652	1%	
TOTAL 642 - Community Development	1,429,104	1,432,639	1,154,079	1,556,040	123,400	8%	
650 - Home and Community Care							
965302 - HACC Administration							
1 - Expenditure							
965302-00-1240-000 Safety Equipment	0	0	53	0	0	0%	
TOTAL 1 - Expenditure	0	0	53	0	0	0%	
TOTAL 965302 - HACC Administration	0	0	53	0	0	0%	
965321 - Harman Park Services							
1 - Expenditure							
965321-00-1209-000 Superannuation	0	930	1,346	0	-930	-100%	
965321-40-1224-000 Fuel	0	0	118	0	0	0%	
TOTAL 1 - Expenditure	0	930	1,464	0	-930	-100%	
TOTAL 965321 - Harman Park Services	0	930	1,464	0	-930	-100%	
965333 - In Home Services							
1 - Expenditure							
965333-00-1209-000 Superannuation	0	3,721	5,384	0	-3,721	-100%	
TOTAL 1 - Expenditure	0	3,721	5,384	0	-3,721	-100%	
TOTAL 965333 - In Home Services	0	3,721	5,384	0	-3,721	-100%	
TOTAL 650 - Home and Community Care	0	4,651	6,901	0	-4,651	-100%	
730 - Ascot Close Housing							
950000 - Ascot Close Housing							
1 - Expenditure							
950000-00-1059-000 Cont - Other	1,000	1,000	0	1,000	0	0%	
950000-00-1201-000 Wages	0	0	239	0	0	0%	
950000-00-1219-000 Overheads	0	0	287	0	0	0%	
950000-00-1279-000 Services - Other	31,373	34,755	26,713	33,774	-981	-3%	-3% Based on contract price
950000-00-1317-000 Ins. Prem - Other	3,980	3,980	3,867	4,253	273	7%	
TOTAL 1 - Expenditure	36,353	39,735	31,106	39,027	-708	-2%	
6 - Capital Income							
950000-00-6822-000 Aged persons housing reserve	-47,392	-50,774	0	-49,666	1,108	-2%	-2% Net expense is funded from reserve.
TOTAL 6 - Capital Income	-47,392	-50,774	0	-49,666	1,108	-2%	
TOTAL 950000 - Ascot Close Housing	-11,039	-11,039	31,106	-10,639	400	-4%	
B84299 - Ascot Close Units-Big Mntc							
TOTAL B84299 - Ascot Close Units-Big Mntc	9,359	9,518	8,171	10,155	636	7%	
P84200 - Ascot Close Units-Gen Mntc							
TOTAL P84200 - Ascot Close Units-Gen Mntc	1,680	1,050	222	1,050	0	0%	
TOTAL 730 - Ascot Close Housing	0	-471	39,500	566	1,036	-220%	
740 - Wairoa Housing							
950500 - Wairoa Housing							
1 - Expenditure							
950500-00-1059-000 Cont - Other	1,000	1,000	0	1,000	0	0%	
950500-00-1279-000 Services - Other	31,373	34,755	26,713	33,774	-981	-3%	-3% Based on contract price
950500-00-1317-000 Ins. Prem - Other	3,496	3,496	3,351	3,685	189	5%	
TOTAL 1 - Expenditure	35,869	39,251	30,064	38,459	-792	-2%	
6 - Capital Income							
950500-00-6822-000 Aged persons housing reserve	-44,332	-47,714	0	-46,941	773	-2%	
TOTAL 6 - Capital Income	-44,332	-47,714	0	-46,941	773	-2%	
TOTAL 950500 - Wairoa Housing	-8,463	-8,463	30,064	-8,482	-19	0%	
B84199 - Wairoa Units-Big Mntc							
TOTAL B84199 - Wairoa Units-Big Mntc	5,976	5,976	4,175	6,223	247	4%	
BB2206 - Wairoa Units - Fence Replacement							
TOTAL BB2206 - Wairoa Units - Fence Replacement	0	0	38,979	0	0	0%	
P84100 - Wairoa Units-Gen Mntc							
TOTAL P84100 - Wairoa Units-Gen Mntc	2,487	1,857	2,579	2,532	675	36%	
TOTAL 740 - Wairoa Housing	0	-630	75,797	273	903	-143%	
750 - Orana Housing							
951000 - Orana Aged Housing							
1 - Expenditure							
951000-00-1279-000 Services - Other	37,960	41,493	22,369	40,681	-812	-2%	-2% Based on contract price
951000-00-1317-000 Ins. Prem - Other	5,130	5,130	5,291	5,819	689	13%	

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
TOTAL 1 - Expenditure	43,090	46,623	27,660	46,600	-123	0%	
3 - Capital Expenditure							
** 951000-00-3822-000 Aged persons housing reserve	6,305	2,772	0	0	-2,772	-100%	Remaining surplus transferred to reserve.
** 951000-00-3846-000 HomesWest Reserve	33,384	33,384	0	29,967	-3,417	-10%	1% of gross replacement costs transferred to Homeswest Reserve with remainder to Aged Persons Reserve.
TOTAL 3 - Capital Expenditure	39,689	36,156	0	29,967	-6,189	-17%	
4 - Income							
951000-00-4122-000 Rent/Lease	-100,500	-100,500	0	-100,000	500	0%	Expected net rent to be received.
TOTAL 4 - Income	-100,500	-100,500	0	-100,000	500	0%	
TOTAL 951000 - Orana Aged Housing	-17,721	-17,721	27,660	-23,533	-5,812	33%	
B84099 - Orana Age Units-Big Mntc							
TOTAL B84099 - Orana Age Units-Big Mntc	15,541	15,541	12,113	17,456	1,915	12%	
P84000 - Orana Age Units-Gen Mntc							
TOTAL P84000 - Orana Age Units-Gen Mntc	2,180	7,756	9,268	6,023	-1,733	-22%	
TOTAL 750 - Orana Housing	0	5,576	49,941	-54	-5,630	-101%	
760 - Gabriel Gardens Housing							
951500 - Gabriel Gardens							
1 - Expenditure							
951500-00-1279-000 Services - Other	37,960	41,493	22,369	40,681	-812	-2%	Based on contract price
951500-00-1317-000 Ins. Prem - Other	6,350	6,350	6,513	7,162	812	13%	
TOTAL 1 - Expenditure	44,310	47,843	28,882	47,843	0	0%	
3 - Capital Expenditure							
** 951500-00-3846-000 HomesWest Reserve	10,000	0	0	0	0	0%	
TOTAL 3 - Capital Expenditure	10,000	0	0	0	0	0%	
4 - Income							
951500-00-4122-000 Rent/Lease	-50,500	-50,500	0	-60,000	-9,500	19%	Expected net rent to be received.
TOTAL 4 - Income	-50,500	-50,500	0	-60,000	-9,500	19%	
6 - Capital Income							
951500-00-6822-000 Aged persons housing reserve	-46,214	-39,747	0	-82,914	-43,167	109%	Transfer to cover the net loss.
TOTAL 6 - Capital Income	-46,214	-39,747	0	-82,914	-43,167	109%	
TOTAL 951500 - Gabriel Gardens	-42,404	-42,404	28,882	-95,071	-52,667	124%	
B84399 - Gabriel Gardens-Big Mntc							
TOTAL B84399 - Gabriel Gardens-Big Mntc	41,644	51,644	45,999	92,436	40,792	79%	
P84300 - Gabriel Gardens-Gen Mntc							
TOTAL P84300 - Gabriel Gardens-Gen Mntc	760	550	224	550	0	0%	
TOTAL 760 - Gabriel Gardens Housing	0	9,790	75,105	-2,085	-11,875	-121%	
770 - Faulkner Park Retirement Village							
953000 - Faulkner Park Retirement Vill.							
1 - Expenditure							
953000-00-1059-000 Cont - Other	92,000	126,000	139,602	120,000	-6,000	-5%	Quarterly contribution required for Board based on current year(\$54K), insurance reimbursement (\$40k) and commission on sale of property
TOTAL 1 - Expenditure	92,000	126,000	139,602	120,000	-6,000	-5%	
3 - Capital Expenditure							
** 953000-00-3831-000 Faulkner Park Ret. Vill. owner	52,238	52,238	0	60,156	7,918	15%	Expected contribution based on net sales.
** 953000-00-3849-000 Retirement Village Buy Back Res	55,762	55,762	0	19,844	-35,918	-64%	Expected contribution based on net sales.
TOTAL 3 - Capital Expenditure	108,000	108,000	0	80,000	-28,000	-26%	
4 - Income							
953000-00-4274-000 Services - Property Management	-200,000	-234,000	-213,096	-200,000	34,000	-15%	Anticipated unit sales although if there are additional sales then more funds will be transferred to the reserves and vice versa.
TOTAL 4 - Income	-200,000	-234,000	-213,096	-200,000	34,000	-15%	
TOTAL 953000 - Faulkner Park Retirement Vill.	0	0	-73,493	0	0	New	
TOTAL 770 - Faulkner Park Retirement Village	0	0	-73,493	0	0	0%	
TOTAL 065 - Economic and Community Development	3,219,716	3,078,364	2,670,228	3,242,394	164,030	5%	
070 - Library, Culture and Place							
630 - Library							
945000 - Library and Museum							
1 - Expenditure							
945000-00-1079-000 Reimb - Volunteer Mileage	100	100	0	100	0	0%	Reimbursement for travel associated with Volunteers working in the library and museum.
945000-00-1122-000 Rent/Lease	1,080	1,080	0	2,080	1,000	93%	Ongoing lease of 2 x EFTPOS machines to facilitate self-service card payments at public printers/photocopiers. Hire of Radio-frequency identification (RFID) equipment to facilitate library stocktake process as required by State Library of WA (\$1000).
945000-00-1128-000 Photocopying	6,000	6,000	4,246	6,000	0	0%	Ongoing costs associated with public photocopiers/printers and workroom photocopier and printers for the Library, Culture and Place department. Includes paper and toner cartridges.
945000-00-1129-000 Lost & Damaged Books	500	500	502	500	0	0%	Costs associated with refunds for returned items that had been reported and paid for as lost.
945000-00-1200-000 Salaries	1,584,193	1,486,590	1,270,088	1,609,268	122,678	8%	Salaries required to deliver co-located library and museum services seven days per week in Belmont Hub.
945000-00-1201-000 Wages	3,000	3,000	0	3,000	0	0%	Costs associated with using outside workers to assist with heavy Library & Museum exhibition items and maintenance of the electronic sign at Tomato Lake.
945000-00-1202-000 Allowances	1,348	1,348	1,078	1,348	0	0%	
945000-00-1204-000 Long Service Leave	0	6,393	19,044	56,282	49,889	780%	
945000-00-1208-000 Workers Compensation	16,646	16,646	17,194	17,503	857	5%	
945000-00-1209-000 Superannuation	205,842	205,842	175,325	232,905	27,063	13%	
945000-00-1211-000 Fringe Benefits Tax	4,583	4,583	6,504	4,583	0	0%	
945000-00-1216-000 Agency Staff	0	97,466	105,872	0	-97,466	-100%	
945000-00-1222-000 Materials	11,000	11,000	6,844	11,000	0	0%	Materials required for processing of locally purchased library stock e.g., showcase items, and the conservation and display of museum artefacts. Includes lockable DVD cases, RFID tags, spine labels and consumables for DVD cleaning and maintaining established kit collections as well as archival materials for packing artefacts post conservation and during transit and storage. Allowance for the purchase of historical media (images, video etc.) for use in planned Museum exhibitions.
945000-00-1226-000 Stationery	7,000	7,000	1,787	7,000	0	0%	General office use stationary supplies for the Library, Culture and Place Department.
945000-00-1227-000 Printing	14,000	14,000	7,506	20,000	6,000	43%	Allowance for continued supply of library membership cards and print re-runs of existing publications (e.g. Belmonsters books, historical books and booklets). Allowance for the professional production of additional and/or updating of the Museum's artefact interpretation, collection and instructional signage and refreshed signage for the Library's collections as required.

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
945000-00-1228-000 Book Purchases Local	60,000	60,000	51,452	60,000	0	0%	0% Local stock purchases to ensure lending collection is relevant to community needs and to support ongoing demand including the highly popular Express DVD collection, specific reader requests and genre/subject areas, and items to build up existing Auslan and dyslexia friendly collections. Continue to expand the range of eBooks/Audiobooks available as a result of continued interest in e-resources due to COVID-19.
945000-00-1229-000 Specialist Collections	10,000	10,000	6,308	14,000	4,000	40%	0% Ongoing resourcing of popular Showcase Collection designed to meet anticipated demand for new and best-selling items both fiction and non-fiction and reduce wait times by supplying multiple copies as soon as possible after publication. Continued expansion of popular junior fiction series collection and a refresh of bi-lingual junior kindy picture books to support English language development in children who speak a language other than English at home.
945000-00-1233-000 Freight	6,000	6,176	6,176	6,500	324	5%	5% Local Government contribution to send and receive inter-library loans to meet customer requests.
945000-00-1236-000 Sales	10,000	10,000	5,447	10,000	0	0%	0% Replenishment of branded stationary items and merchandise stock in library shop/situation in Belmont Hub. Includes items such as branded pens, USBs, ear phones and unique library and museum souvenirs and gift ware.
945000-00-1240-000 Safety Equipment	1,000	1,500	631	1,000	-500	-33%	33% Safety equipment required as per Occupational safety and health recommendations for staff working off-site e.g., home delivery service.
945000-00-1250-000 Furniture	12,000	12,000	11,208	17,000	5,000	42%	42% Maintenance, repair and replacement of library and museum furniture as required. Additional single person booth seating for ground floor to accommodate increased demand for individual study spaces and to provide a variety of seating options on both floors.
945000-00-1251-000 Fixtures	0	0	24,775	10,000	10,000	New	Allowance for purchase of additional free standing and mobile climate-controlled exhibition cases to ensure displayed historical artefacts are maintained appropriately.
945000-00-1252-000 Equipment	14,000	14,000	14,034	16,000	2,000	14%	14% Replacement of damaged equipment and purchase of additional equipment items as required for the ongoing operations of the library and museum e.g. specialist equipment for museum and archival practices, demonstration kitchen and recording studio.
945000-00-1262-000 Services - Marketing	15,000	15,000	5,319	10,000	-5,000	-33%	33% Costs associated with marketing library and museum programs and services on social media, contribution to the Better Beginnings initiative and prizes for various events and programs including the Local History Photographic Competition.
945000-00-1263-000 Services - Advertising	8,000	8,000	2,598	8,000	0	0%	0% General advertising including contribution to the annual Australian Heritage Festival, Let's Celebrate Belmont and Local History Photographic competition marketing campaigns and allowance for professional delivery of monthly eNewsletter.
945000-00-1266-000 Services - Cleaning	5,000	5,000	1,625	2,000	-3,000	-60%	60% Specialist cleaning of areas and equipment after special events including activities in the demonstration kitchen/Innovation lab.
945000-00-1271-000 Services - Other Consultants	40,000	46,000	15,791	39,000	-7,000	-15%	15% Continuation of the Oral History program including both oral and film recordings (\$10,000). Specialist research related to future exhibitions (\$5,000). Specialist assessment and conservation work of incoming museum donations and ongoing conservation advice for the Hampton's Cheeses and other Museum artefacts/archive items identified for treatment (\$15,000). Assistance with the research and development of appropriate content to promote significant features and landmarks throughout the City (\$2,000). Continuation of the Cadastre Map project to expand the number of historical sites (\$4,000).
945000-00-1279-000 Services - Other	60,948	60,948	44,878	70,000	9,052	15%	15% Continued delivery of an expanded range of regular and facilitated adult, youth and children's programs on offer in Belmont including a range of local history and museum themed programs to support lifelong learning for all ages. Deployment of a 'build your business' workshop series to support continued community and local business recovery from COVID-19 (\$10,000). Establishment of professionally facilitated oral history workshop series to build community awareness and involvement in the preservation of local history utilising the multimedia recording studio (\$7,000).
945000-00-1294-000 Senior Services	7,000	7,000	4,134	7,000	0	0%	0% Provide targeted collection items and hands-on historical experiences suitable for aging populations as well as monthly facilitated programs to support lifelong learning.
945000-00-1322-000 Telephone	13,905	13,905	12,495	12,391	-1,514	-11%	11%
945000-00-1330-000 Subscriptions	47,000	41,000	26,325	35,000	-6,000	-15%	15% Subscriptions for various literacy and learning online resources (including an allowance for foreign exchange amounts): Britannica (\$2400); Online tutoring and peer support e-resource (\$5000); The West online digital archive (\$1000); CreativeBug (\$1,800); Novelist readers advisory a complete readers advisory e-resource solution linked to the library catalogue providing tailored recommendations (\$5000); Road to IELTS and Clear Pronunciation general eResources to support English as a second language learners (\$2100); Cloud Library ebook resource linked to the self service kiosks and online catalogue (\$2000); Find My Past family history research eResource (\$1,500); ongoing subscription to Culture Counts tool to measure social impact and value of the library and museum (\$5000). Various professional memberships including Australian Library Information Association, Royal WA Historical Society, Children's Book Council, Public Libraries WA and Museums Australia.
945000-00-1373-000 Registration - Train/Conf	12,000	12,000	9,682	15,000	3,000	25%	25% Ongoing training identified in Staff Development Reviews including professional development. Includes training on customer engagement techniques and dealing with difficult customers, ongoing fire warden and first aid training, digital collection management for archives, readers advisory and other customer and museum service delivery based courses.
945000-00-1377-000 Travel - General	200	200	36	200	0	0%	0% Allowance for general travel including the use of public transport to attend external library and museum related meetings.
945000-00-1385-000 Catering - Functions	5,000	5,000	645	5,000	0	0%	0% Special event catering e.g. author talks/book launches, graduation ceremonies for term programs.
945000-00-1399-000 Miscellaneous	2,500	2,500	4,490	2,500	0	0%	0% General miscellaneous items as required for service delivery in the library and museum including replacement supplies for public hire meeting rooms e.g. damaged glasses/mugs.
945000-00-1400-000 ABC Cost Allocation	555,225	555,225	464,173	624,807	69,582	13%	13% Activity Based Costing allocation based on updated drivers
945000-00-1406-000 HUB Accommodation Alloc	385,843	385,843	336,387	0	-385,843	-100%	100%
945000-00-1119-000 Licenses	414	414	426	414	0	0%	0% Vehicle costs for Fleet 72.
945000-00-1201-000 Wages	588	588	37	480	-108	-18%	18%
945000-00-1216-000 Agency Staff	296	296	0	240	-56	-19%	19%
945000-00-1221-000 Tyres	600	600	0	600	0	0%	0%
945000-00-1224-000 Fuel	1,978	1,978	1,495	2,050	72	4%	4%
945000-00-1225-000 External Repairs	392	392	697	392	0	0%	0%
945000-00-1279-000 Services - Other	0	0	210	0	0	0%	0%
945000-00-1314-000 Ins. Prem - Motor Vehicle	615	615	577	606	-9	-1%	1%
TOTAL 1 - Expenditure	3,130,795	3,137,728	2,668,042	2,941,749	-195,979	-6%	
3 - Capital Expenditure							
945000-32-3251-000 Fixtures	73,000	111,300	56,000	25,000	-86,300	-78%	78% Costs associated with consultancy, design and installation of an annual temporary exhibition in Belmont Museum as per the approved original business case for Museum Fitout.
945000-32-3253-000 Fleet / Plant	33,000	33,000	0	0	-33,000	-100%	100%
TOTAL 3 - Capital Expenditure	106,000	144,300	56,000	25,000	-119,300	-83%	
4 - Income							
945000-00-4032-000 Grant - Operating	-10,948	-10,948	-2,770	0	10,948	-100%	100%
945000-00-4127-000 Hire (Property & Equipment)	-25,000	-33,800	-30,002	-25,000	8,800	-26%	26% Anticipated income (cost recovery) from hire of public meeting rooms.
945000-00-4128-000 Photocopying	-8,000	-1,000	-1,052	10,000	11,000	-1100%	Anticipated income from printing and photocopying by members of the public (cost recovery).
945000-00-4129-000 Lost & Damaged Books	-1,500	-4,000	-3,620	-4,000	0	0%	0% Income related to payment for items invoiced as lost and/or damaged.
945000-00-4130-000 Laminating	-150	-150	0	-100	50	-33%	33% Income from the public laminating service.
945000-00-4149-000 Fines - Other	0	-1,000	-978	-1,000	0	0%	0% Anticipated income from replacement of lost and/or damaged library cards (cost recovery).
945000-00-4204-000 Long Service Leave	0	0	-708	0	0	0%	0%
945000-00-4236-000 Sales	-8,000	-4,000	-2,302	-8,000	-4,000	100%	Anticipated income from sales related to merchandise in the Library Shop.
TOTAL 4 - Income	-53,598	-54,898	-41,433	-28,100	25,798	-49%	
6 - Capital Income							
945000-00-6252-000 Equipment	0	-4,950	-4,500	0	4,950	-100%	100%
945000-00-6253-000 Fleet / Plant	-23,100	-23,100	-14,545	0	23,100	-100%	100%
945000-00-6835-000 Long Service Leave Reserve - Salaries	0	-6,393	0	-56,282	-49,889	780%	
945000-00-6843-000 History Reserve	-24,000	-24,000	0	0	24,000	-100%	100%
TOTAL 6 - Capital Income	-47,100	-58,443	-19,045	-56,282	2,161	-4%	
TOTAL 945000 - Library and Museum	3,136,097	3,168,687	2,663,564	2,882,367	-286,320	-9%	
945004 - Local History Project							
1 - Expenditure							
945004-00-1222-000 Materials	0	0	203	0	0	0%	0%
TOTAL 1 - Expenditure	0	0	203	0	0	0%	
TOTAL 945004 - Local History Project	0	0	203	0	0	0%	
961003 - Belmont HUB - Library and Museum							
1 - Expenditure							

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
961003-00-1250-000 Furniture	4,000	0	0	0	0	0%	
961003-00-1251-000 Fixtures	10,000	14,000	15,370	0	-14,000	-100%	
961003-00-1262-000 Services - Marketing	0	2,989	2,989	0	-2,989	-100%	
961003-00-1271-000 Services - Other Consultants	0	0	3,000	0	0	0%	
TOTAL 1 - Expenditure	14,000	16,989	21,359	0	-16,989	-100%	
3 - Capital Expenditure							
961003-32-3251-000 Fixtures	0	36,923	34,468	0	-36,923	-100%	
TOTAL 3 - Capital Expenditure	0	36,923	34,468	0	-36,923	-100%	
TOTAL 961003 - Belmont HUB - Library and Museum	14,000	53,912	55,827	0	-53,912	-100%	
P80117 - Library-Indoor Plants							
TOTAL P80117 - Library-Indoor Plants	8,912	5,406	1,338	10,307	4,901	91%	
TOTAL 630 - Library	3,159,009	3,228,005	2,720,932	2,892,674	-335,330	-10%	
633 - Arts and Place							
911702 - Avon Descent							
1 - Expenditure							
911702-00-1127-000 Hire (Property & Equipment)	0	0	0	10,000	10,000		New Social media, posters and printing, radio advertising, event photography
911702-00-1239-000 Consumables	0	0	0	10,000	10,000		New \$10K Free food allowance for 900 residents
911702-00-1263-000 Services - Advertising	0	0	0	10,000	10,000		New Social media, posters and printing, radio advertising, event photography
911702-00-1279-000 Services - Other	0	0	0	5,000	5,000		New Bump in/out event crew, electrical contractor, first aid, security, traffic management, COVID marshalls
911702-00-1368-000 Sponsorship/Promotions	0	0	0	20,000	20,000		New \$10K Sponsorship of Avon River Descent Organisation; \$10K rides/attractions (inc Helicopter)
911702-00-1399-000 Miscellaneous	0	0	0	5,000	5,000		New Wet weather contingency
TOTAL 1 - Expenditure	0	0	0	60,000	60,000		New
TOTAL 911702 - Avon Descent	0	0	0	60,000	60,000		New
911703 - Autumn River Festival							
1 - Expenditure							
911703-00-1127-000 Hire (Property & Equipment)	0	0	0	42,000	42,000		New Hire of marquees, chairs, fencing, bins, toilet, AV.
911703-00-1200-000 Salaries	0	0	0	2,000	2,000		New Salaries related to staffing cost for other areas working at event, including rangers
911703-00-1201-000 Wages	0	0	0	1,000	1,000		New Outside workforce wages for Occupational Health park inspection and park clean after event.
911703-00-1227-000 Printing	0	0	0	3,000	3,000		New Event signage, printing of vouchers, posters, flyers.
911703-00-1234-000 Uniforms/Protective Clothing	0	0	0	300	300		New
911703-00-1252-000 Equipment	0	0	0	500	500		New
911703-00-1253-000 Fleet / Plant	0	0	0	200	200		New Generator and event trailer transfer.
911703-00-1263-000 Services - Advertising	0	0	0	12,000	12,000		New Posters, flyers, event tokens and other printing, local paper advertising, social media promotion, event photography
911703-00-1266-000 Services - Cleaning	0	0	0	650	650		New
911703-00-1279-000 Services - Other	0	0	0	25,600	25,600		New Bump in/out crew, electrical contractor, photographer, first aid, security, traffic management.
911703-00-1368-000 Sponsorship/Promotions	0	0	0	50,500	50,500		New
911703-00-1399-000 Miscellaneous	0	0	0	350	350		New
TOTAL 1 - Expenditure	0	0	0	138,100	138,100		New
4 - Income							
911703-00-4368-000 Sponsorship/Promotions	0	0	0	-5,000	-5,000		New
TOTAL 4 - Income	0	0	0	-5,000	-5,000		New
TOTAL 911703 - Autumn River Festival	0	0	0	133,100	133,100		New
911705 - Movie Madness							
1 - Expenditure							
911705-00-1127-000 Hire (Property & Equipment)	0	0	0	10,000	10,000		New Hire of truss screen to overcome wind issues with owned inflatable screen \$2.5Kper event
911705-00-1201-000 Wages	0	0	0	1,000	1,000		New Outside workforce wages for Occupational Health park inspection and park clean after event.
911705-00-1263-000 Services - Advertising	0	0	0	3,000	3,000		New
911705-00-1279-000 Services - Other	0	0	0	2,400	2,400		New Bump In / Out Crew
911705-00-1368-000 Sponsorship/Promotions	0	0	0	7,000	7,000		New Public Performance licenses for each film and pre show entertainment
TOTAL 1 - Expenditure	0	0	0	23,400	23,400		New
TOTAL 911705 - Movie Madness	0	0	0	23,400	23,400		New
911706 - Imaginarium							
1 - Expenditure							
911706-00-1127-000 Hire (Property & Equipment)	0	0	102,438	85,600	85,600		New Hire of marquees, chairs, fencing, bins, toilet, AV.
911706-00-1227-000 Printing	0	0	0	500	500		New
911706-00-1263-000 Services - Advertising	0	0	0	7,000	7,000		New Posters, flyers, event tokens and other printing, local paper advertising, social media promotion, event photography
911706-00-1279-000 Services - Other	0	0	0	28,000	28,000		New Bump in/out crew, electrical contractor, photographer, first aid, security, traffic management.
911706-00-1368-000 Sponsorship/Promotions	0	0	0	82,000	82,000		New Performers and entertainers
911706-00-1399-000 Miscellaneous	0	0	33	1,000	1,000		New
TOTAL 1 - Expenditure	0	0	102,471	204,100	204,100		New
4 - Income							
911706-00-4032-000 Grant - Operating	0	0	0	-25,000	-25,000		New
TOTAL 4 - Income	0	0	0	-25,000	-25,000		New
TOTAL 911706 - Imaginarium	0	0	102,471	179,100	179,100		New
911708 - Carols in the Park							
1 - Expenditure							
911708-00-1127-000 Hire (Property & Equipment)	0	0	0	8,000	8,000		New Hire of marquees, chairs, fencing, bins, toilet, AV. Increased to accommodate reinstatement of fireworks
911708-00-1200-000 Salaries	0	0	0	100	100		New Salaries related to staffing cost for other areas working at event, including rangers.
911708-00-1201-000 Wages	0	0	0	100	100		New Outside workforce wages for Occupational Health park inspection and park clean after event.
911708-00-1227-000 Printing	0	0	0	500	500		New Carols booklet, event signage, posters, flyers.
911708-00-1263-000 Services - Advertising	0	0	0	1,000	1,000		New Increased promotion to boost attendance numbers
911708-00-1266-000 Services - Cleaning	0	0	0	350	350		New
911708-00-1279-000 Services - Other	0	0	0	10,000	10,000		New Bump in/out crew, electrical contractor, photographer, first aid, security, traffic management.
911708-00-1368-000 Sponsorship/Promotions	0	0	0	14,000	14,000		New \$5K Installed Fireworks (if permitted under COVID conditions) - entertainment
911708-00-1399-000 Miscellaneous	0	0	0	100	100		New
TOTAL 1 - Expenditure	0	0	0	34,150	34,150		New
TOTAL 911708 - Carols in the Park	0	0	0	34,150	34,150		New
911710 - Lets Celebrate Belmont							

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
1 - Expenditure							
911710-00-1127-000 Hire (Property & Equipment)	0	0	0	115,000	115,000		New Hire of marquees, chairs, fencing, bins, toilet, AV. Increased to accommodate reinstatement of fireworks at Finale
911710-00-1200-000 Salaries	0	0	0	500	500		New Salaries related to staffing cost for other areas working at event, including rangers.
911710-00-1201-000 Wages	0	0	0	1,000	1,000		New Outside workforce wages for Occupational Health park inspection and park clean after event.
911710-00-1216-000 Agency Staff	0	0	0	200	200		New
911710-00-1219-000 Overheads	0	0	0	100	100		New
911710-00-1227-000 Printing	0	0	0	8,000	8,000		New Event signage, posters, flyers.
911710-00-1263-000 Services - Advertising	0	0	0	15,000	15,000		New Social media promotion, event photography, radio promotion
911710-00-1266-000 Services - Cleaning	0	0	0	2,500	2,500		New
911710-00-1279-000 Services - Other	0	0	0	42,000	42,000		New Bump in/out crew, electrical contractor, photographer, first aid, security, traffic management.
911710-00-1368-000 Sponsorship/Promotions	0	0	0	50,500	50,500		New Performers and entertainers. \$6K Reinstatement Fireworks (if permitted under COVID conditions)
911710-00-1399-000 Miscellaneous	0	0	0	10,000	10,000		New
TOTAL 1 - Expenditure	0	0	0	244,800	244,800		New
4 - Income							
911710-00-4032-000 Grant - Operating	0	0	0	-40,000	-40,000		New
TOTAL 4 - Income	0	0	0	-40,000	-40,000		New
TOTAL 911710 - Lets Celebrate Belmont	0	0	0	204,800	204,800		New
911711 - Harmony Day							
1 - Expenditure							
911711-00-1127-000 Hire (Property & Equipment)	0	0	0	12,700	12,700		New Hire of marquees, PA, staging, toilets, tables, chairs, bin.
911711-00-1200-000 Salaries	0	0	0	500	500		New Salaries related to staffing cost for other areas working at event, including rangers.
911711-00-1201-000 Wages	0	0	0	600	600		New Outside workforce wages for Occupational Health park inspection and park clean after event.
911711-00-1227-000 Printing	0	0	0	600	600		New Event signage, posters, flyers.
911711-00-1263-000 Services - Advertising	0	0	0	2,500	2,500		New Social media promotion, event photography
911711-00-1266-000 Services - Cleaning	0	0	0	200	200		New
911711-00-1279-000 Services - Other	0	0	0	6,000	6,000		New Bump in/out crew, electrical contractor, photographer, first aid, security, traffic management.
911711-00-1368-000 Sponsorship/Promotions	0	0	0	15,000	15,000		New Cultural performers and entertainment
911711-00-1399-000 Miscellaneous	0	0	0	500	500		New
TOTAL 1 - Expenditure	0	0	0	38,600	38,600		New
4 - Income							
911711-00-4032-000 Grant - Operating	0	0	0	-10,000	-10,000		New
TOTAL 4 - Income	0	0	0	-10,000	-10,000		New
TOTAL 911711 - Harmony Day	0	0	0	28,600	28,600		New
911712 - Kids Fest							
1 - Expenditure							
911712-00-1127-000 Hire (Property & Equipment)	0	0	0	30,000	30,000		New Hire of marquees, chairs, fencing, bins, toilets.
911712-00-1200-000 Salaries	0	0	0	500	500		New Salaries related to staffing cost for other areas working at event, including rangers.
911712-00-1201-000 Wages	0	0	0	600	600		New Outside workforce wages for Occupational Health park inspection and park clean after event.
911712-00-1227-000 Printing	0	0	0	1,300	1,300		New Event signage, posters, flyers.
911712-00-1253-000 Fleet / Plant	0	0	0	200	200		New Generator and event trailer transfer
911712-00-1263-000 Services - Advertising	0	0	0	10,000	10,000		New Social media promotion, event photography, event map handouts
911712-00-1266-000 Services - Cleaning	0	0	0	500	500		New
911712-00-1279-000 Services - Other	0	0	0	22,000	22,000		New Bump in/out crew, electrical contractor, photographer, first aid, security, traffic management.
911712-00-1368-000 Sponsorship/Promotions	0	0	0	54,000	54,000		New Additional performers and entertainment
911712-00-1399-000 Miscellaneous	0	0	0	500	500		New
TOTAL 1 - Expenditure	0	0	0	119,600	119,600		New
4 - Income							
911712-00-4032-000 Grant - Operating	0	0	0	-20,000	-20,000		New
TOTAL 4 - Income	0	0	0	-20,000	-20,000		New
TOTAL 911712 - Kids Fest	0	0	0	99,600	99,600		New
961005 - Marketing & Comms - Belmont HUB							
1 - Expenditure							
961005-00-1262-000 Services - Marketing	0	0	0	5,000	5,000		New Content generation allowance for library giant screen and wright street screen
961005-00-1263-000 Services - Advertising	0	0	0	20,000	20,000		New Annual celebratory promotion \$7K Southern Gazette Wrap; \$2K outdoor advertising; \$4K radio campaign; \$1K social media promotion
961005-00-1279-000 Services - Other	0	0	0	15,000	15,000		Ongoing promotion of Belmont Hub benefit to community as more aspects of the building are launched; \$5K cinema advertising; \$1K social media promotion
961005-00-1368-000 Sponsorship/Promotions	0	0	0	5,000	5,000		New Annual celebratory event
TOTAL 1 - Expenditure	0	0	0	45,000	45,000		New
TOTAL 961005 - Marketing & Comms - Belmont HUB	0	0	0	45,000	45,000		New
962700 - Arts and Place							
1 - Expenditure							
962700-00-1200-000 Salaries	453,659	393,659	332,906	508,120	114,461	29%	
962700-00-1202-000 Allowances	300	300	178	350	50	17%	
962700-00-1204-000 Long Service Leave	34,485	24,382	24,382	27,566	3,184	13%	
962700-00-1208-000 Workers Compensation	5,128	5,128	5,297	5,629	501	10%	
962700-00-1209-000 Superannuation	52,401	52,401	45,084	74,042	21,841	41%	
962700-00-1211-000 Fringe Benefits Tax	7,038	7,038	9,070	7,038	0	0%	
962700-00-1216-000 Agency Staff	0	60,000	91,158	0	-60,000	-100%	
962700-00-1219-000 Overheads	550	550	547	550	0	0%	Overhead costs associated with the delivery of placemaking initiatives.
962700-00-1222-000 Materials	1,000	1,000	0	1,000	0	0%	Required to support the delivery of Library Culture and Place Department joint initiatives.
962700-00-1227-000 Printing	7,500	7,500	1,269	7,500	0	0%	Professional printing instead of in-house copying required for the Arts & Place initiatives.
962700-00-1240-000 Safety Equipment	300	300	264	300	0	0%	Ongoing first aid supply requirements for the Placemaking Department
962700-00-1252-000 Equipment	800	800	726	800	0	0%	Operational equipment required for Arts & Place
962700-00-1263-000 Services - Advertising	6,000	6,000	2,300	6,000	0	0%	General advertising to promote the Belmont Art Awards, Artist's Place, CreativeClinic's and placemaking initiatives.
962700-00-1270-000 Services - Legal	10,000	10,000	0	10,000	0	0%	Legal services required for representation on matters relating to Arts & Place (including contractual development, advice to the Public Art Advisory Panel (PAAP) on private developer public art and for the renewal of community groups licences and agreements.)
962700-00-1271-000 Services - Other Consultants	10,000	10,000	0	10,000	0	0%	Community Consultation as required in the development of departmental plans and strategies. This could include a consultant to conduct neighbourhood consultation to engage the local community.
962700-00-1280-000 Services - Training	400	400	0	400	0	0%	New building Emergency evacuation training and drills for the Arts and Place Section
962700-00-1322-000 Telephone	4,398	4,398	3,455	3,592	-806	-18%	Based on current year forecasts plus CPI.
962700-00-1330-000 Subscriptions	1,400	1,400	2,192	2,500	1,100	79%	Professional/corporate membership to provide the City with guidance from organisations including Artspace, NAVA, Artslaw and ArtHub.

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
962700-00-1373-000 Registration - Train/Conf	4,000	4,000	1,225	5,000	1,000	25%	Funds required to provide ongoing training and professional development for the Arts & Place Section
962700-00-1377-000 Travel - General	100	100	0	100	0	0%	Costs associated with travel, parking and taking public transport to attend external meetings and training
962700-00-1399-000 Miscellaneous	1,000	1,000	557	1,000	0	0%	Other costs associated with Arts & Place initiatives such as catering and items for community workshops/consultation to engage the local community.
962700-00-1400-000 ABC Cost Allocation	76,296	76,296	67,218	105,316	29,020	38%	Activity Based Costing allocation based on updated drivers
962700-00-1119-000 Licenses	414	414	426	414	0	0%	Vehicle costs for Fleet 71.
962700-00-1201-000 Wages	480	480	37	480	0	0%	
962700-00-1224-000 Fuel	1,621	1,621	1,224	2,112	491	30%	
962700-00-1225-000 External Repairs	900	900	436	500	-400	-44%	
962700-00-1314-000 Ins. Prem - Motor Vehicle	271	271	254	267	-4	-1%	
TOTAL 1 - Expenditure	680,441	670,338	590,204	780,676	110,238	16%	
3 - Capital Expenditure							
962700-32-3253-000 Fleet / Plant	0	0	0	44,875	44,875		New Vehicle purchase Fleet 71.
TOTAL 3 - Capital Expenditure	0	0	0	44,875	44,875	New	
4 - Income							
962700-00-4204-000 Long Service Leave	0	-11,916	-11,916	0	11,916	-100%	
962700-00-4394-000 Stallholder App Payment	0	0	0	-4,000	-4,000		New Food stallholder applications across event season
TOTAL 4 - Income	0	-11,916	-11,916	-4,000	7,916	-66%	
6 - Capital Income							
962700-00-6253-000 Fleet / Plant	0	0	0	-30,392	-30,392		New Income sale Fleet 71.
962700-00-6835-000 Long Service Leave Reserve - Salaries	-34,485	-24,382	0	-27,566	-3,184	13%	
TOTAL 6 - Capital Income	-34,485	-24,382	0	-57,958	-33,576	138%	
TOTAL 962700 - Arts and Place	645,956	634,040	578,288	763,493	129,453	20%	
963001 - Belmont Art Awards							
1 - Expenditure							
963001-00-1284-000 Services - Project Mgmt	50,000	23,000	-1,366	50,000	27,000	117%	Budget required to deliver the 2022 Belmont Art Awards including contingency funds for prizes in lieu of available sponsors and inclusion of two new highly commended categories.
TOTAL 1 - Expenditure	50,000	23,000	-1,366	50,000	27,000	117%	
4 - Income							
963001-00-4368-000 Sponsorship/Promotions	-15,000	0	0	-5,000	-5,000		New Anticipated sponsorship income for the 2022 Belmont Art Awards.
963001-00-4399-000 Miscellaneous	-2,500	0	0	-2,000	-2,000		New Anticipated income from the 2022 Belmont Art Awards through the sale of artwork. The City receives 20% commission on all sales.
TOTAL 4 - Income	-17,500	0	0	-7,000	-7,000	New	
TOTAL 963001 - Belmont Art Awards	32,500	23,000	-1,366	43,000	20,000	87%	
963023 - Public Art							
1 - Expenditure							
963023-00-1123-000 Maintenance	15,000	15,000	121	20,000	5,000	33%	Maintenance required on Public Artworks in various locations within the City
963023-00-1266-000 Services - Cleaning	0	121	242	300	179	148%	General cleaning as required to clean up litter and minor vandalism around public artworks
963023-00-1271-000 Services - Other Consultants	10,000	10,000	0	5,000	-5,000	-50%	Consultants to provide the City with specialist advice on Public Artwork.
963023-00-1279-000 Services - Other	0	0	5,052	0	0	0%	
963023-00-1284-000 Services - Project Mgmt	70,000	0	0	70,000	70,000		New Proposed aboriginal public art project using remaining funds allocated by Council for public art related to the Belmont Hub (as per Ordinary Council Meeting August 28 2018 Item 12.3).
TOTAL 1 - Expenditure	95,000	25,121	5,416	95,300	70,179	279%	
TOTAL 963023 - Public Art	95,000	25,121	5,416	95,300	70,179	279%	
963044 - Arts Development Program							
1 - Expenditure							
963044-00-1284-000 Services - Project Mgmt	44,000	50,500	5,994	50,500	0	0%	Costs associated with facilitation of The Artist's Place initiatives including Creative Clinics workshops as identified in the Corporate Business Plan and other art development projects. Funds required to support the delivery of creativelmaker art & craft programs/workshops in the new Belmont Hub. Small scale arts projects aim to engage the community as well as support the local art industry. Funds will also be used for community art projects relating to the successful Adventures of the Belmonsters children's book series.
963044-00-1399-000 Miscellaneous	10,000	10,000	3,981	10,000	0	0%	Direct purchase of craft wares to promote Belmont Hub as an arts destination. Items will be offered for sale in The Artist's Place - SHOP situated in the Library. Funds may also be used for the purchase of materials required for arts development workshops.
TOTAL 1 - Expenditure	54,000	60,500	9,975	60,500	0	0%	
4 - Income							
963044-00-4399-000 Miscellaneous	-10,000	-10,000	-4,560	-5,000	5,000	-50%	Income anticipated from the sale of goods sold in The Artist's Place - Shop at Belmont Hub and income generated from the Creative Clinic workshops and other arts and culture initiatives.
TOTAL 4 - Income	-10,000	-10,000	-4,560	-5,000	5,000	-50%	
TOTAL 963044 - Arts Development Program	44,000	50,500	5,415	55,500	5,000	10%	
963046 - Place Activation							
1 - Expenditure							
963046-00-1201-000 Wages	500	500	0	500	0	0%	For wage costs associated with ongoing place activation projects.
963046-00-1216-000 Agency Staff	200	200	0	200	0	0%	To cover costs associated with the use of external suppliers and any agency staff.
963046-00-1219-000 Overheads	300	300	0	300	0	0%	Overhead costs associated with the delivery of place activation initiatives.
963046-00-1279-000 Services - Other	0	0	3,315	0	0	0%	
963046-00-1284-000 Services - Project Mgmt	60,000	60,000	12,180	60,000	0	0%	Delivery of place activation projects as per the Community Placemaking Strategy 2019-2023. Projects include seasonal activations (per quarter) in different places within Belmont. Continuation of Your Neighbours Community Grant Initiative. Initiatives to engage the community in activating the surrounds of Belmont Hub. Continuation of the Belmonsters Project including the development of a new book that encourage families to celebrate and explore the City's unique features. Other projects include street performers in various locations, placemaking participatory exercises with community groups, supporting community gardens, little libraries and other community initiatives. All projects will engage the community, enhance well-being and inclusion and promote civic pride.
TOTAL 1 - Expenditure	61,000	61,000	15,495	61,000	0	0%	
3 - Capital Expenditure							
963046-32-3252-000 Equipment	10,000	10,000	0	15,000	5,000	50%	For contribution to specific and unique place activation infrastructure such as the development of street furniture, bike racks, etc.
TOTAL 3 - Capital Expenditure	10,000	10,000	0	15,000	5,000	50%	
TOTAL 963046 - Place Activation	71,000	71,000	15,495	76,000	5,000	7%	
963047 - Civic Art Collection							
1 - Expenditure							
963047-00-1123-000 Maintenance	1,000	1,000	974	2,500	1,500	150%	Curatorial services required for the appropriate management of Civic Art Collection to ensure it is kept to industry standard. Funds will also be used to develop online content to allow the Civic Art Collection to be viewed and appreciated by the community online.
963047-00-1284-000 Services - Project Mgmt	10,000	10,000	6,192	15,000	5,000	50%	Art acquisition for the City's prestigious Art Collection. Acquisition of work can be direct commission, purchase or acquired from the annual Belmont Art Awards. The City's Civic Art Collection is a community asset that has grown over theyears to become a prestigious collection showcasing WA artists.

Attachment 12.2.4 Detailed Departmental Budget 2022-2023

	Auth Budget	Current Budget	YTD Actual	Proposed Budget	Increase	Increase (%)	Comment
TOTAL 1 - Expenditure	11,000	11,000	7,166	17,500	6,500	59%	
TOTAL 963047 - Civic Art Collection	11,000	11,000	7,166	17,500	6,500	59%	
TOTAL 633 - Arts and Place	899,456	814,661	712,885	1,858,543	1,043,882	128%	
TOTAL 070 - Library, Culture and Place	4,058,465	4,042,666	3,433,817	4,751,217	708,551	18%	
TOTAL 20 - Development and Communities	14,518,491	14,605,063	11,914,360	16,215,166	1,610,103	11%	
90 - Opening & Closing Balances							
900 - Opening & Closing Balances							
900 - Opening/Closing Balances							
999700 - Opening Balance							
4 - Income							
999700-00-4995-000 Opening Balance - Budget Only	-3,915,000	-8,218,713	0	-4,979,513	3,239,200	-39%	Includes FOGO 75% upfront payment of \$1.2m, carried forward capital projects Wilson Park - \$1m, 1.7m other capital projects, other operating budget savings \$1m
TOTAL 4 - Income	-3,915,000	-8,218,713	0	-4,979,513	3,239,200	-39%	
TOTAL 999700 - Opening Balance	-3,915,000	-8,218,713	0	-4,979,513	3,239,200	-39%	
999800 - Closing Balance							
1 - Expenditure							
999800-00-1997-000 Closing Balance - Budget Only	500,000	500,000	0	500,000	0	0%	Closing balance allows for \$0.5m to be available.
TOTAL 1 - Expenditure	500,000	500,000	0	500,000	0	0%	
TOTAL 999800 - Closing Balance	500,000	500,000	0	500,000	0	0%	
TOTAL 900 - Opening/Closing Balances	-3,415,000	-7,718,713	0	-4,479,513	3,239,200	-42%	
TOTAL 900 - Opening & Closing Balances	-3,415,000	-7,718,713	0	-4,479,513	3,239,200	-42%	
TOTAL 90 - Opening & Closing Balances	-3,415,000	-7,718,713	0	-4,479,513	3,239,200	-42%	
Nett	0	-3	-12,722,113	0	4	-114%	

12.3 Corporate Business Plan 2022 - 2026

Attachment details

Attachment No and title	
1.	Corporate Business Plan 2022 2026 Revised Final [12.3.1 - 33 pages]

Voting Requirement	:	Absolute Majority
Subject Index	:	32/027, 32/001
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	12.5 OCM 22 June 2021
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

Council role

☐	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	Executive	The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	Legislative	Includes adopting local laws, local planning schemes and policies.
☐	Review	When Council reviews decisions made by Officers.
☐	Quasi-Judicial	When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Purpose of report

To seek Council endorsement of the revised Corporate Business Plan 2022 – 2026 (refer Attachment 12.3.1) in accordance with the *Local Government (Administration) Regulations 1996*.

Summary and key issues

The *Local Government (Administration) Regulations 1996* require that a local government reviews its Corporate Business Plan annually.

The Corporate Business Plan 2022 - 2026 supports the delivery of outcomes and strategies emanating from the Strategic Community Plan 2020 – 2040, including all business-as-usual services, informing plans, priorities, projects and initiatives. The Corporate Business Plan 2022 - 2026 has been prepared in accordance with legislative and Integrated Planning Framework Standards imposed by the Department of Local Government, Sport and Cultural Industries (DLGSCI).

The revised Corporate Business Plan 2022 – 2026 requires Council endorsement.

Location

Not applicable.

Consultation

Feedback was sought from all Managers and the Executive. After that feedback had been incorporated, the revised documents were then made available via Memorandum to Councillors who were invited to provide feedback.

Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

Goal 5: Responsible Belmont

Strategy: 5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community

Strategy: 5.3 Invest in services and facilities for our growing community

Policy implications

There are no policy implications associated with this report.

Statutory environment

Section 5.56 of the *Local Government Act 1995* states:

5.56. Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

The *Local Government (Administration) Regulations 1996* state:

Part 5 — Annual reports and planning

Division 1 — Preliminary

19BA. Terms used

In this Part —

corporate business plan means a plan made under regulation 19DA that, together with a strategic community plan, forms a plan for the future of a district made in accordance with section 5.56;

strategic community plan means a plan made under regulation 19C that, together with a corporate business plan, forms a plan for the future of a district made in accordance with section 5.56.

19DA. Corporate business plans, requirements for (Act s. 5.56)

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
- (3) A corporate business plan for a district is to —
 - (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
 - (b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
 - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
- (4) A local government is to review the current corporate business plan for its district every year.
- (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.

- (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.

*Absolute majority required.

- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

Background

The City of Belmont's strategic and corporate planning processes are designed to meet the business needs of the City whilst addressing the requirements of the *Local Government Act 1995* and the DLGSCI Integrated Planning and Reporting Framework and guidelines.

In accordance with the *Local Government (Administration) Regulations 1996* all local governments in Western Australia are required to have developed two key documents: a Strategic Community Plan and a Corporate Business Plan – supported and informed by resourcing and delivery strategies. These plans will drive the development of each local government's annual budget and will ultimately assist local governments plan for the future of their communities.

The City's Strategic Community Plan 2020 – 2040 was adopted by Council at its Ordinary Council Meeting on 28 April 2020. A minor review of the Strategic Community Plan has also been carried out and a report is included for consideration at Item 12.4 at the 28 June 2022 Ordinary Council Meeting.

This report focuses on the Corporate Business Plan element of the Integrated Planning Framework. The Corporate Business Plan is an internal business planning tool that translates Council priorities into operations within the resources available. This Plan is a living document which is reviewed every year with a full review undertaken every four years to align with the major review of the Strategic Community Plan, in order to reflect the community's changing aspirations and priorities. This review is a minor review of the City's Corporate Business Plan.

Officer comment

In accordance with regulation 19DA of the *Local Government (Administration) Regulations 1996* there is a requirement to undertake a review of the Corporate Business Plan each financial year.

The Corporate Business Plan is required to cover four years and be aligned with the Strategic Community Plan. The Corporate Business Plan prioritises and allocates resourcing in accordance with the Strategic Community Plan priorities and objectives to meet the needs and aspirations of the community.

The Corporate Business Plan is a significant part of the City's Integrated Planning and Reporting Framework. Through the Corporate Business Plan the aspirations and strategies

of the Strategic Community Plan are translated into operational priorities, detailing how they will be implemented and resourced over a four-year period. The Corporate Business Plan articulates how the Strategic Community Plan will be delivered through services, projects, initiatives and actions and informs the annual budget.

The Corporate Business Plan is structured in alignment with the Strategic Community Plan's five Goals:

1. Liveable Belmont
2. Connected Belmont
3. Natural Belmont
4. Creative Belmont
5. Responsible Belmont

The proposed amendments made through the review ensure that the Corporate Business Plan 2022 – 2026 (refer Attachment 12.3.1) is current and that the actions contained within the Corporate Business Plan reflect the progress of required initiatives to meet the aspirations identified in the Strategic Community Plan. The following comments are in relation to the changes proposed:

- Lobby for high frequency bus route linkages between the airport and the City of Belmont: There are several other actions under Goal 2 which already broadly address this outcome (perceived duplication), this action will be removed.
- Literacy and Learning Programs for Children: Folded into the re-titled action Provision of Platforms for Community and Gaining New Experiences.
- Library Youth Program and Lifelong Learning Program also folded into the above initiative.
- Local History Program renamed 'Capture lived experiences in a variety of forms'.
- Ruth Faulkner Library Repurposing: Works expected to be largely completed prior to June 30, this action will be removed.
- Library and Heritage Plan: Included in the re-named Library, Culture and Place Strategy.
- Public Art Master Plan/Strategy: folded into Library, Culture and Place Strategy.
- Promote and celebrate Aboriginal art and culture: has been renamed 'Promote the cultural identity of the City of Belmont'.
- Monitor Library collection turnover and demand: has been renamed 'Provision of relevant library and museum collections and resources'.
- Emergency Management Plan: There is sufficient documentation under the Local Emergency Management section that a separate Emergency Management Plan is no longer required so this action will be removed.
- Design Review Panel (DRP) added onto Goal 3: this is an existing initiative which has been added to put emphasis and clarity on what the City is already doing in this area as the DRP has been running for some time.
- Provide innovative museum exhibitions that engage and inspire curiosity – New action.
- 400 Abernethy Road precinct Redevelopment – (Goal 5) – New action (listed under Our Priorities).

It is a requirement of the DLGSCI that public notice be given when the Corporate Business Plan is adopted or modified. This notice will be undertaken after adoption by Council.

Corporate Business Plan performance is monitored monthly and provided to Elected Members via the Councillor Portal with annual reviews by Council.

Financial implications

The Corporate Business Plan 2022 – 2026 is supported by the Long-Term Financial Plan and is budgeted in the Annual Budget 2022-2023.

Environmental implications

There are various references to the environment in the Corporate Business Plan that will see the City's Environmental plans delivered.

Social implications

There are various references to the social aspects in the Corporate Business Plan that will see a range of plans delivered.

Officer Recommendation

That Council adopt the Corporate Business Plan 2022 – 2026 (Attachment 12.3.1).

Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.

CITY OF BELMONT

CORPORATE BUSINESS

PLAN

2022-2026

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Alternative Formats

This document is available on the City of Belmont website and can be requested in alternative formats including electronic format by email and in standard print.

ACKNOWLEDGEMENT TO COUNTRY

The City of Belmont acknowledges the Noongar Whadjuk people as the Traditional Owners of this land and we pay our respects to Elders past, present and emerging. We further acknowledge their cultural heritage, beliefs, connection and relationship with this land which continues today.

We acknowledge all Aboriginal and Torres Strait Islander peoples living within the City of Belmont.

MESSAGE FROM THE CEO

I am pleased to present the City of Belmont's Corporate Business Plan for 2022 to 2026.

This plan outlines the focus for the City over the next four years, setting out specific actions, services, and projects at a corporate level. The Corporate Business Plan activates the Strategic Community Plan 2020 - 2040 by guiding our planning process to ensure alignment to, and delivery of, our community's aspirations.

The City continues to navigate the way forward in response to the global COVID-19 pandemic which has required innovation and flexibility in our approach to achieving successful outcomes. Adjusting to this 'new normal' the City has continued to work on delivering excellent services and projects.

The community's expectations remain high and the desire to make Belmont a better place to live and work remains strong.

This Plan has been developed based on our emergence and recovery from the pandemic, and we have adjusted our approach and targets accordingly.

As always, the City's financial stability remains paramount and critical to ensuring it delivers a high level of service while maintaining a financially sustainable position. Currently, the City maintains a solid financial position which gives it the ability to fund a range of projects aligned to the City's strategic priorities.

I am confident we will continue to achieve great things for our community into the future.

The City will continue to report to Council on the progress of achievements against this Plan, with a review undertaken on an annual basis to ensure we remain focused and relevant while continuing to take into account of any further impacts of the pandemic.

I look forward to continuing to work with Elected Members and leading the City's administration on our shared vision for the City and its community through delivery of the outcomes contained in this Corporate Business Plan.

John Christie

Chief Executive Officer

ABOUT THIS PLAN

This Corporate Business Plan 2022 - 2026 has been shaped by the community's long-term vision and aspirations for the future as outlined in the City of Belmont's Strategic Community Plan 2020 – 2040.

The Corporate Business Plan outlines the projects/initiatives and services that will be delivered over the next four years and has been directly influenced by the City's Long-Term Financial, Asset Management and Workforce Plans, legislative requirements ¹ and the impact of the COVID-19 pandemic. The Corporate Business Plan guides the development of the annual budget and annual project plans.

In everything that the City does, the aim is to make the best use of its finite resources to achieve the greatest possible benefit for the community.

The implementation of this Plan will continue to drive improvements in our services and contribute towards achievement of our vision.

Belmont – The City of Opportunity.

¹ The Local Government (Administration) Regulation 1996 and Department of Local Government, Sport and Cultural Industries Integrated Planning and Reporting Framework

OUR CITY

Strategic Direction

The City's Strategic Community Plan 2020-2040 presents the vision and aspirations for the future of our community. It sets out the key strategies and actions required to achieve these aspirations. It provides the City of Belmont, and others, with a clear understanding of what matters most to the Belmont community and guides the way in which we plan for the future and deliver services.

Our Vision

Belmont – The City of Opportunity - We will be home to a diverse and harmonious community, thriving from the opportunities of our unique, riverside City.

Our vision is ambitious, realistic, credible and desirable. It seeks to build on our character and strengths as we continue to grow and evolve.

Our Council and its role

The City of Belmont Council is made up of nine Councillors representing three wards, these being East, West and South. Councillors are elected to represent the interests of residents and ratepayers and focus on the strategic direction of the City. Councillors come from all walks of life and often are involved in full-time occupations as well as performing their civic responsibilities. They are committed to creating a sustainable and vibrant City that provides opportunities now and into the future.



OUR COMMUNITY

The City of Belmont is one of the most convenient, affordable and productive Local Government areas within Perth, Western Australia.

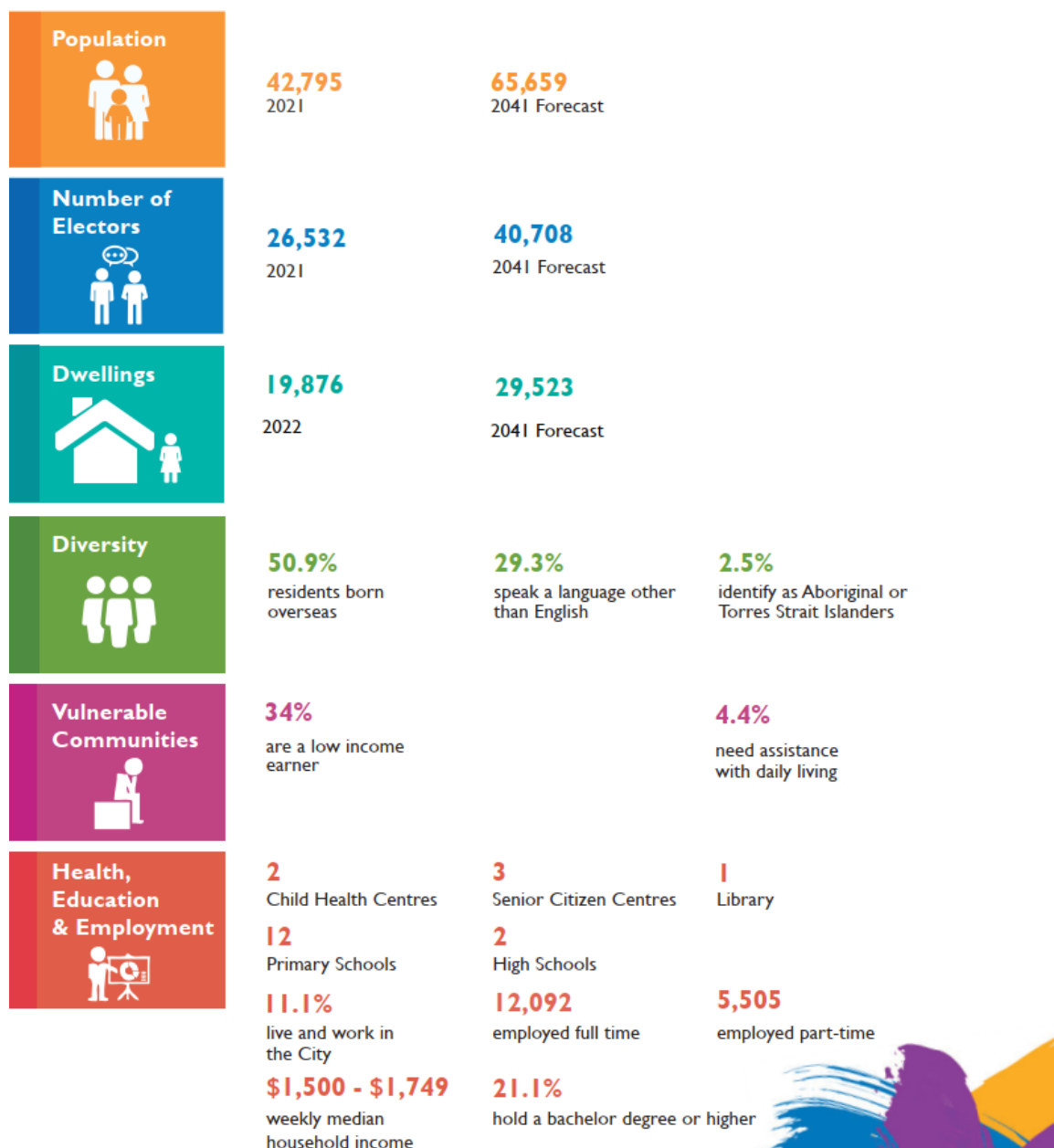
Opportunities to live, work and recreate are many within the City of Belmont's six suburbs (Ascot, Belmont, Cloverdale, Kewdale, Redcliffe and, Rivervale), all just six kilometres from Perth City, along the iconic Swan River and en-route to Perth Airport.

The City of Belmont is experiencing record levels of investment in major residential, commercial and infrastructure projects. These, along with a skilled local workforce, position Belmont as a significant commercial centre within South Eastern Metropolitan Perth.



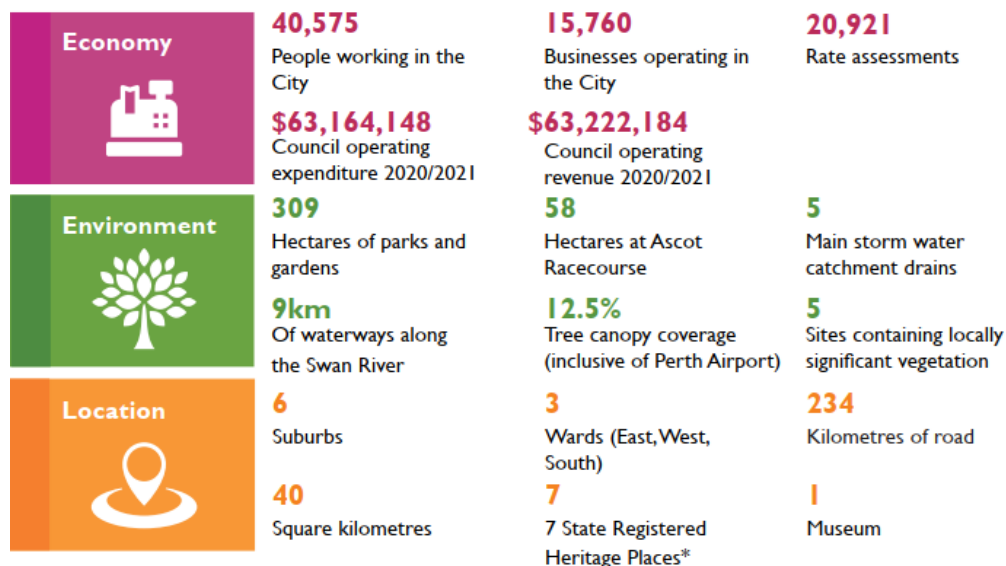
Key Statistics

Our People



Key Statistics

Our Place



*The 7 State Registered Heritage Places include the Old Bristle Kilns, Invercloy Park, Nulsen Haven, Garratt Road Bridge, RAAF Headquarters Bunker, Tampina and Hill 60. In addition to the seven places identified on the State Register, there are a number of places with cultural heritage significance that are important to the Belmont community. These places are identified in the City of Belmont Local Heritage Survey.

OUR ORGANISATION

Structure

The City of Belmont's administration is arranged into three Divisions, one Executive Department and fifteen Departments that provide a range of community services, operations, facilities and internal functions across the City. The leaders of each Directorate make up the Executive Leadership Team, led by the Chief Executive Officer.



May 2022

Our Values

Values provide a foundation for the City, which distinguish us and guide our actions to deliver results. Values guide our behaviours and provide the boundaries within which our interactions occur. Values are linked to our vision, culture and strategy.

The City's values are:

Leadership	To focus and inspire people to achieve.
Innovation	To create new, innovative and alternative ways of working.
Integrity	To act in an honest, professional, open and accountable manner.
Teamwork	People building relationships to work together to achieve common goals.
People Focus	To work safely. To communicate and consult in order to understand people's needs.

HOW WE PLAN AND REPORT

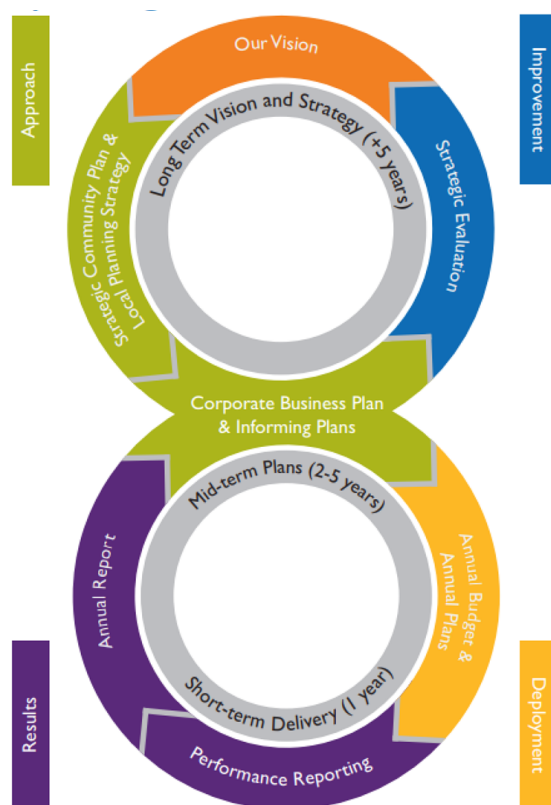
Integrated Planning and Reporting

The State Government developed the Integrated Planning and Reporting Framework in 2010. As part of this Framework, all Councils are required to develop a Strategic Community Plan, a Corporate Business Plan and a mechanism to review and report on all elements of Integrated Planning and Reporting.

The City is committed to using this Framework and has developed the City of Belmont's Integrated Planning and Reporting Framework. This Framework is integrated within all City Plans across three levels of planning. They are:

- Strategic Level - A long-term vision and strategy with a minimum 5 year horizon.
- Corporate Level - A mid-term plan with a 2-5 year horizon.
- Delivery Level - A short-term plan with a 1 year horizon.

City of Belmont Integrated Planning and Reporting Framework



ECONOMIC AND COMMUNITY SUPPORT

The City will continue to support households, businesses and the community by providing a number of support initiatives including:

Economic Initiatives:

- Financial Hardship Policy for all ratepayers experiencing financial hardship
- A 5% discount is available to ratepayers who paid rates by the due date
- The City continues to invest in the local economy by continuing to support ratepayers, residents and businesses – and buying local wherever possible
- Freezing the rates instalment fee, instalment interest, and alternative arrangement fee at 2020-2021 values for 2022-2023
- Fees waived for food premises and animal Registrations.

Social Initiatives:

- Business Directory
- Belmont Business Innovation Grants
- Online Library and Heritage programs
- Support and funding to local sporting clubs
- A funding commitment was made to establish online literacy programs for children and adults in the City.
- A range of Physical and Mental health initiatives and programs to support the community's health and wellbeing

The City will continue to support the Community through the COVID-19 pandemic and will closely monitor this position on a regular basis.

OUR PRIORITIES

Priority Projects

The City identifies priority projects that will be undertaken (planning, commencement, and/or completion) each year based on community need, strategic alignment and financial value.

The priority projects for 2022 - 2026 are:

- Development Area 6 – Infrastructure Planning
- Foreshore stabilisation works:
 - Esplanade Park/Foreshore Upgrade
 - Bilya Kard Boodja Lookout
 - Garvey Park Section 2
- 400 Abernethy Road Master Plan
- Belvidere Street Revitalisation
- Golden Gateway – Infrastructure Planning
- Wilson Park Precinct Revitalisation
- Belmont Oasis Redevelopment
- Epsom Avenue Revitalisation
- Faulkner Civic Precinct – Ornamental Lakes

DELIVERING ON THE STRATEGIC COMMUNITY PLAN

The Corporate Business Plan provides operational delivery details aligned to the five Goals in the Strategic Community Plan 2020-2040, as below.



Each of the above Goals is framed by the desired Outcomes for our Community, and the strategies by which we will achieve these outcomes. To ensure successful delivery on these strategies, planned projects/initiatives and actions have been developed and are set out on the following pages.



Goal 1: Liveable Belmont

We are vibrant, desirable and liveable.

What this will look like (Outcomes):

- Our neighbourhoods are well serviced by local activity centres which are exciting and attractive.
- All ages can live, work and play in the City.
- Business is attracted to the City, creating more local jobs.

What we will do (Strategies)	How we will track our progress (Measurement)
• 1.1 Respect, protect and celebrate our shared living histories and embrace our heritage • 1.2 Plan and deliver vibrant, attractive, safe and economically sustainable activity centres • 1.3 Ensure activity centres have a thriving economy • 1.4 Attract public and private investment and businesses to our City and support the retention, growth and prosperity of local businesses • 1.5 Encourage and educate the community to embrace sustainable and healthy lifestyles	• Progress towards Reconciliation Action Plan • Sense of belonging to a shared heritage experience • Diversity of cultural expression appreciated • Perceptions of safety • Vibrancy and attractiveness of the City • Local employment statistics • Business and investment activity • Economic activity • Health, wellbeing and general life satisfaction of residents

Services that we provide:

• Community recreation programs and facilities	• Economic development
• Public health	• Cultural activities
• Emergency management	• Community events
• Community placemaking	• Community safety and crime prevention
• Community development and engagement	• Volunteers
• Library services	• Business support
• Museum, heritage and the arts	• Justice of the Peace
• Family and youth services	• Animal control
• Citizenship ceremonies	• Communication
• City functions	• Urban planning and design

Planned actions for the delivery of the strategies

The following projects /initiatives map out our actions over a four-year period to ensure delivery of each strategy.

Project/Initiative	SCP Ref.	Action 2022/23	Action 2023/24	Action 2024/25	Action 2025/26	Responsibility
Multicultural Strategy 2019 and Beyond	1.1	implement	implement	implement	review and implement	Development and Communities
Age-Friendly Belmont Plan – 2022 - 2027	1.1	implement	implement	implement	review and implement	Development and Communities
Aboriginal Strategy 2023 – 2028	1.1	implement	implement	implement	implement	Development and Communities
Capture lived experiences in a variety of forms	1.1	implement	implement	implement	implement	Development and Communities
Promote the cultural identity of Belmont	1.1, 4.1	continue	continue	continue	continue	Development and Communities
Provide innovative museum exhibitions that engage and inspire curiosity	1.1	implement	implement	implement	implement	Development and Communities
Recreation Strategy	1.2	implement	implement	implement	implement	Infrastructure Services
Safer Communities Plan 2020 - 2023	1.2, 5.6	review and implement	implement	implement	review and implement	Development and Communities
Community Safety and Crime Prevention Plan 2021-2024	1.2	major review and implement	implement	implement	major review and implement	Development and Communities
Public Health Plan	1.2	complete and implement	implement	review and implement	implement	Development and Communities
Library, Culture and Place Strategy	1.3	develop and implement	implement	implement	review and implement	Development and Communities

Economic Development Strategy	1.3, 1.4	review and implement	implement	implement	implement	Development and Communities
Liaise with business, landowners, representative organisations and developers, including communication, advocacy, support, briefings	1.4	continue	continue	continue	continue	Development and Communities
Youth Program	1.5	review and implement	review and implement	review and implement	review and implement	Development and Communities
Provision of platforms for community and gaining new experiences	1.5	review and implement	review and implement	review and implement	review and implement	Development and Communities
Youth Strategy 2019 and Beyond	1.5	implement	review and implement	implement	implement	Development and Communities
Deliver Community Programs including health, wellbeing, early years and domestic violence	1.5	implement	review and implement	implement	implement	Development and Communities



Goal 2: Connected Belmont

We can all get to where we want to go.

What this will look like (Outcomes):

- People of all abilities are able to move freely, safely and sustainably around the City.
- People and goods are able to move sustainably in and out of the City.
- The City's bike paths are connected and easy to ride on.
- The City is a leader in transport with advanced traffic planning that maximises efficiency of current infrastructure and encourages transport alternatives.
- Supports the City's liveability by enabling seamless connections between people and places.

What we will do (Strategies)	How we will track our progress (Measurement)
2.1 Design our City so that it is accessible by people of all ages and abilities	• Satisfaction with walking and cycling paths and facilities • Satisfaction with local road conditions • Satisfaction with local traffic management and signs • Health, wellbeing and general life satisfaction of residents
2.2 Make our City more enjoyable, connected and safe for walking and cycling	
2.3 Facilitate a safe, efficient and reliable transport network	
2.4 Promote alternative forms of transport	

Services that we provide:

• TravelSmart awareness and education	• Asset management
• Traffic management	• Footpaths and bike paths
• Street and open space lighting	• Roads and streetscapes

Planned actions for the delivery of the strategies

The following projects /initiatives map out our actions over a four-year period to ensure delivery of each strategy.

Project/Initiative	SCP Ref	Action 2022/23	Action 2023/24	Action 2024/25	Action 2025/26	Responsibility
Access and Inclusion Plan	2.1	implement	review and implement	implement	implement	Development and Communities
Belmont on the Move - Integrated Movement Network Strategy	2.1	implement	implement	implement	implement	Infrastructure Services
Community Infrastructure Plan	2.1	implement	implement	implement	implement	Infrastructure Services
Explore State and Federal investment in public road and path infrastructure	2.2, 2.3	continue	continue	continue	continue	Infrastructure Services
Sustainable Transport Plan	2.3	implement	implement	implement	implement	Infrastructure Services
Link WA local government area initiative	2.3	continue	continue	continue	continue	Development and Communities
City of Belmont Staff and Visitor Travel Plans	2.4	implement	implement	implement	implement	Infrastructure Services



Goal 3: Natural Belmont

We care for and enjoy our environment.

What this will look like (Outcomes):

- Belmont has an abundance of natural features including the river, parks, and gardens which are colourful and focus on nature.
- Tree lined streets create shade, facilitate walking and riding and give health and environmental benefits.
- Highly rated as a place to live.
- Planning and development will have a focus on sustainability

What we will do (Strategies)	How we will track our progress (Measurement)
3.1 Protect and enhance our natural environment	• Extent of tree planting • Increase net tree canopy cover • Reduce mature tree removals • Improvements to water quality • Perception of cleanliness • Provision of and upgrade to parks and green spaces • Energy efficiency and renewable energy supply • Water efficiency and alternative water supply • Waste diversion from landfill and increased resource recovery from waste • Local Planning Framework that meets current and future community needs
3.2 Improve our river and waterways	
3.3 Keep our City clean	
3.4 Provide green spaces for recreation, relaxation and enjoyment	
3.5 Promote energy and water efficiency, renewable energy sources, and reduce emissions and waste	
3.6 Encourage sustainable development to guide built form	

Services that we provide:

• Parks and open space management	• Pollution management
• Waste collection	• River and foreshore management
• Environmental management	• Water and energy efficiency awareness and education
• Environmental awareness and education	• Environmental monitoring
• Ecological monitoring	• Sustainability expertise on City's Design Review Panel to guide developers

Planned actions for the delivery of the strategies

The following projects /initiatives map out our actions over a four-year period to ensure delivery of each strategy.

Project/Initiative	SCP Ref	Action 2022/23	Action 2023/24	Action 2024/25	Action 2025/26	Responsibility
Plan ahead for future foreshore stabilisation projects	3.2	continue	continue	continue	continue	Infrastructure Services
Waste Plan	3.3, 3.5	implement	implement	implement	implement	Infrastructure Services
Urban Forest Strategy	3.4	implement	implement	implement	implement	Infrastructure Services
Streetscape Enhancement Plan	3.4	implement	implement	implement	implement	Infrastructure Services
Public Open Space Strategy	3.4	implement	implement	implement	implement	Infrastructure Services
Environment and Sustainability Strategy 2021-2025	3.5	implement	implement	implement	implement	Infrastructure Services
Waterwise Council Program	3.5	continue	continue	continue	continue	Infrastructure Services
Design Review Panel	3.6	continue	continue	continue	continue	Development and Communities



Goal 4: Creative Belmont

We are innovative, creative and progressive.

What this will look like (Outcomes):

- There is a strong focus on arts and culture in the City.
- The City works with local schools and businesses to run programs.
- There is a wide variety of public art in the City.
- The City runs awards programs for arts and innovation.
- Innovative businesses look to Belmont as a preferred location close to the airport and with links to universities.

What we will do (Strategies)	How we will track our progress (Measurement)
4.1 Promote the growth of arts and culture	• Community attitudes towards Council innovation and forward-thinking • Education and training opportunities • Vibrancy and attractiveness of the City • Local employment statistics • Business investment activity • Economic activity • Health, wellbeing and general life satisfaction of residents
4.2 Embrace technology, creativity and innovation to solve complex problems and improve our City	
4.3 Support and collaborate with local schools and businesses	

Services that we provide:

• Grants management	• Community and Business Awards
• Economic development	• Community placemaking
• Business support	• Community events
• Information, records and technology	• Business planning and improvement

Planned actions for the delivery of the strategies

The following projects /initiatives map out our actions over a four-year period to ensure delivery of each strategy.

Project/Initiative	SCP Ref	Action 2022/23	Action 2023/24	Action 2024/265	Action 2025/26	Responsibility
Arts and Culture Program	4.1	review and implement	review and implement	review and implement	review and implement	Development and Communities
Library, Culture and Place Strategy	4.1	develop and implement	implement	implement	review and implement	Development and Communities
Promote the cultural identity of the City of Belmont (Also aligned to 1.1)	4.1	continue	continue	continue	continue	Development and Communities
Strengthen the Adachi Sister City relationship	4.1	continue	continue	continue	continue	Development and Communities
Digital Strategy	4.2	develop and review	review and implement	review and implement	review and redevelop Strategy	Corporate and Governance
Perth Airport Collaboration	4.3	continue	continue	continue	continue	Development and Communities
Manage an ongoing program of awards and grants for innovative approaches to business practice, products or developments	4.3	review and implement	review and implement	review and implement	review and implement	Development and Communities



Goal 5: Responsible Belmont

We are inclusive, engaging and act with integrity.

What this will look like (Outcomes):

- The Community is actively involved in decision-making through engagement.
- Engagement is part of everything that the City does.
- There are housing opportunities for everyone.
- The Community has a high level of trust in the Council and the City of Belmont.
- The City is well governed and acts with the highest level of integrity.

What we will do (Strategies)	How we will track our progress (Measurement)
5.1 Support collaboration and partnerships to deliver key outcomes for our City	• Community attitude towards Councils collaboration efforts • Corporate Performance Indicators • Community satisfaction with value for money for Council rates • Provision of and access to essential services and community facilities • Dwelling mix • Community Engagement and consultation • Community confidence in Council • Enforcing Consolidated Local Laws
5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community	
5.3 Invest in services and facilities for our growing community	
5.4 Advocate for affordable and diverse housing choices	
5.5 Engage and consult the community in decision-making	
5.6 Deliver effective, fair and transparent leadership and decision-making, reflective of community needs and aspirations	
5.7 Engage in strategic planning and implement innovative solutions to manage growth in our City	

Services that we provide:

• Marketing and communications	• Customer service
• Human resources	• Governance
• Financial management	• Business planning and improvement
• Procurement and contract management	• Risk management and insurance
• Occupational safety and health	• Information, records and technology
• Fleet and plant management	• Land and property management
• Building services	• Planning and development
• Asset management	• Facility management

Planned actions for the delivery of the strategies

The following projects /initiatives map out our actions over a four-year period to ensure delivery of each strategy.

Project/Initiative	SCP Ref	Action 2022/23	Action 2023/24	Action 2024/25	Action 2025/26	Responsibility
Engage with relevant local governments and agencies towards standardisation of local government planning processes and approaches to assist the community and developers	5.1, 5.7	regular meeting and forums with relevant stakeholders	regular meeting and forums with relevant stakeholders	regular meeting and forums with relevant stakeholders	regular meeting and forums with relevant stakeholders	Development and Communities
Foster and maintain collaborative relationships with relevant stakeholders	5.1	continue	continue	continue	continue	Executive Services
Volunteer Program	5.1	continue	continue	continue	continue	Development and Communities
Management of the City's Memorandums of Understanding	5.1	continue	continue	continue	continue	Development and Communities
Management and review of current service provision and future options for aged accommodation	5.2	implement	implement	implement	implement	Development and Communities
Community Contribution Fund program	5.2	review and implement	review and implement	review and implement	review and implement	Development and Communities
Asset Management Strategy	5.2	implement	review and implement	implement	review and implement	Infrastructure Services
Belmont Oasis Leisure Centre – Potential Redevelopment	5.2	consult	implement	implement	review and implement	Infrastructure Services
Faulkner Civic Precinct Master Plan	5.2	review and implement	implement	implement	review and implement	Infrastructure Services
10 Year Capital Works Program	5.2	continue	continue	continue	continue	Infrastructure Services
Organisational performance measurement and reporting	5.2	review and implement	review and complete	-	-	Corporate and Governance

Internal Audit Program	5.2	review and implement	review and implement	review and implement	review and implement	Executive Services
Belmont Trust Strategic Plan	5.2	develop and implement	implement	implement	implement	Corporate and Governance
Organisational integrated management system aligned to Standards (ISO)	5.2	implement	continue	continue	continue	Executive Services
Emergency Recovery Plans (COVID-19)	5.2	review	review	review	review	Executive Services
Fraud Control Strategy and Policy	5.2	implement	implement	review and implement	implement	Corporate and Governance
Integrated Planning and Reporting	5.2	review and implement	review and implement	review and implement	review and implement	Corporate and Governance
Strategic IT Plan	5.2	implement	review and implement	implement	review and redevelop Plan	Corporate and Governance
Project Management	5.2	review and implement	implement	monitor	monitor	Infrastructure Services
Long Term Financial Plan	5.2	review and implement	review and implement	review and implement	review and implement	Corporate and Governance
Lease Management of City Assets	5.2	implement	implement	implement	implement	Infrastructure Services
Land Asset Management Plan	5.2	implement	review and implement	implement	implement	Infrastructure Services
Workforce Plan	5.2	implement	review and implement	implement	implement	Executive Services
Wilson Park Precinct	5.2	implement	implement	implement	review and implement	Infrastructure Services
Belvidere Street Revitalisation	5.2	develop and implement	implement	implement	review and implement	Infrastructure Services
DA6 Project Planning (Infrastructure)	5.2	implement	implement	implement	implement	Infrastructure Services

400 Abernethy Road precinct Redevelopment	5.2	develop and implement	implement	implement	implement	Infrastructure Services
Provision of relevant library and museum collections and resources	5.3	review and implement	review and implement	review and implement	review and implement	Development and Communities
Library, Culture and Place Strategy	5.3	develop and implement	implement	implement	implement	Development and Communities
Affordable Housing	5.4	continue	continue	continue	continue	Development and Communities
Strategic Community Plan	5.5	implement	major review and implement	implement	minor review and implement	Corporate and Governance
Customer Focus Strategy	5.5	review and implement	implement	review and implement	implement	Corporate and Governance
Marketing and Communications Strategy	5.5	develop and implement	implement	review and implement	implement	Corporate and Governance
Community Engagement and Stakeholder Management Strategy	5.5	review and implement	review and implement	review and implement	review and implement	Corporate and Governance
Leadership Strategy	5.6	implement	review and implement	implement	review and implement	Executive Services
Safer Communities Plan 2020-2023	5.6, 1.2	review and implement	implement	review and implement	review and implement	Development and Communities
Structure Plan for Development Area 6 - Strategic Planning Framework	5.7	regular meeting and forums with relevant stakeholders	implement	review	implement	Development and Communities
Structure Plan for Golden Gateway	5.7	formalise planning framework	implement	review	implement	Development and Communities
Corridor Strategy for Great Eastern Hwy	5.7	formalise planning framework	implement	review	implement	Development and Communities
Local Planning Scheme No. 15.	5.7	formalise planning framework	implement	review	implement	Development and Communities

Local Planning Framework	5.7	implement and monitor	implement and monitor	implement and monitor	implement and monitor	Development and Communities
Planning Compliance System	5.7	implement	review	implement	implement	Development and Communities

PERFORMANCE AND RISK

The City of Belmont has a robust performance reporting process to ensure transparency and accountability on the progress of our priorities and plans.

The table below shows how we report against each of our major plans and programs:

PLANS		
Plan	Duration	Review Cycle
Strategic Community Plan	20 years	Major review every four years, minor review every two years
Corporate Business Plan	4 years	Annually
Annual Budget	1 year	Annually
Capital Works Program	10 years	Annually

Continuous Improvement

The City is also committed to continuous improvement and utilising the Australian Business Excellence Framework (ABEF) as a tool to drive continuous improvement. A critical component of the ABEF is the Approach, Deployment, Results and Improvement (ADRI) Learning Cycle. The ADRI Learning Cycle has been incorporated into the City of Belmont's Integrated Planning and Reporting Framework to identify and drive improvement in business practice and performance.

The City of Belmont aims to provide quality products and services and has been internationally certified in the areas of Quality Assurance, Environmental Management and Occupational Safety and Health at its facilities since 2006.

Managing risk

Risk management identifies and assesses threats and opportunities in achieving the City's business objectives and defines effective response strategies. The City's Risk program ensures that sound risk management practices and procedures are fully integrated into its strategic initiatives, projects and operational processes and day to day business practices.

WORKING TOGETHER

As the City of Belmont continues to grow, the City, our stakeholders and our community need to work together to invest in our individual and collective wellbeing.

To deliver the Community's vision, we work with various stakeholders and partners including other levels of government and their affiliated agencies, local businesses and industry, developers, educational institutions, community groups, residents and visitors and other service providers.

The City's role, depending on the activity being undertaken, is to Deliver, Partner and/or Advocate. The projects/initiatives and actions to be carried out by the City are outlined in this Corporate Business Plan.

INFORMING PLANS

The City's informing plans include financial and non-financial resources that are required over the life of the Corporate Business Plan. Their purpose is to ensure that adequate resources are available to maintain services and deliver on the priorities of the Corporate Business Plan. The City currently has the following informing plans:

Workforce Plan (4 years)

The City's Workforce Plan focuses on workforce requirements and strategies that enable alignment of the needs of the City with those of the workforce. Fundamentally it provides a strategic basis for making human resource decisions. The plan considers current and future capability and capacity requirements to ensure that the City has people with the right skills in the right roles delivering the right customer outcomes whilst remaining competitive in the labour market. Identified workforce requirements are incorporated into the City's Long Term Financial Plan.

Long Term Financial Plan (10 years)

The 10-year Long Term Financial Plan (LTFP) has been developed as part of the City's ongoing financial planning to ensure continued long-term financial sustainability while providing sufficient funding for future workforce, services, and infrastructure to the community.

Asset Management Plans (10 years)

It is necessary to plan for the effective and sustainable management of our assets to meet current and future needs and to optimise return on investment. Directed by an Asset Management Strategy, a number of Asset Management Plans (AMPs) define both the technical and community levels of service and operational requirements for the various classes of assets. They also highlight the processes used to manage the associated assets and how they will be sustainably renewed, upgraded or disposed at the most appropriate standard, time, place and cost. The AMPs inform the 10-year long term financial plan and associated capital works program.

OUR OPERATING BUDGET

The following is a concise version extracted from the LTFP to cover the four years of the Corporate Business Plan, 2022 to 2026.

	2022/2023	2023/2024	2024/2025	2025/2026
	\$000s	\$000s	\$000s	\$000s
Operating Surplus / (Deficit)	(2,977)	637	797	833
DAY TO DAY OPERATIONS				
Revenue				
Rates Revenue	54,539	56,441	58,410	60,448
Fees and Charges	9,261	9,493	9,730	9,973
Operating Grants	1,945	1,994	2,044	2,095
Non-Operating Grants, Subsidies & Contributions	2,788	4,280	1,687	1,729
Interest on Investments	763	1,923	1,390	1,140
All Other Revenue	622	637	653	669
	69,918	74,769	73,915	76,055
Expenditure				
Employee Costs	(26,267)	(27,055)	(27,867)	(28,703)
Materials and Contracts	(28,803)	(27,466)	(27,842)	(28,758)
Utility Costs	(1,310)	(1,328)	(1,347)	(1,365)
Interest Expense	(597)	(571)	(544)	(516)
Insurance	(704)	(724)	(745)	(767)
All Other Expenditure	(2,989)	(3,052)	(3,110)	(3,172)
Depreciation	(9,439)	(9,656)	(9,975)	(10,212)
	(70,108)	(69,852)	(71,430)	(73,493)
SUMMARY OF CAPITAL PROJECTS PLANNED				
Purchase Land (Net of sale proceeds)	-	-	-	-
Renewal/ Upgrade / New Buildings	(1,132)	(607)	(3,413)	(1,056)
Road Infrastructure Projects	(3,607)	(4,837)	(5,058)	(5,083)
Other Infrastructure Projects	(7,647)	(10,738)	(9,922)	(11,098)
Plant & Equipment (Net of Sale Proceeds)	(645)	(412)	(381)	(359)
Motor Vehicles (Net of Sale Proceeds)	(627)	(410)	(172)	(595)
Furniture & Equipment	(1,396)	(605)	(667)	(730)
	(15,054)	(17,609)	(19,613)	(18,921)

	2022/2023	2023/2024	2024/2025	2025/2026
	\$000s	\$000s	\$000s	\$000s
BORROWINGS				
B/F Borrowings	13,405	12,832	12,237	11,619
New Loans Raised	-	-	-	-
Repayments	(573)	(595)	(618)	(642)
Debt Outstanding	12,832	12,237	11,619	10,977
CASH RESERVES				
Transfers to Reserves	1,361	2,390	1,858	1,611
Reserve Funds Used	(4,331)	(6,044)	(9,549)	(8,318)
Total of Cash Reserves	50,494	46,840	39,149	32,441
KEY ASSUMPTIONS AND STATISTICS				
Annual Rate Increase (Local Government Cost Index forecast)	3.50%	2.50%	2.50%	2.50%
Growth in Rate Base (historical trend)	0.29%	0.99%	0.99%	0.99%
Fees and Charges (largely cost recovery)	2.75%	2.50%	2.50%	2.50%
Other Source Revenue (Average - various sources)	2.93%	2.77%	2.79%	2.82%
Employee Costs (ABS/WALGA Wage Price Index)	2.75%	3.00%	3.00%	3.00%
Materials and Contracts (ABS Consumer Price Index)	2.30%	1.40%	1.85%	1.85%
Other Expense Increases (average - various sources)	1.40%	2.00%	2.00%	2.00%
SUSTAINABILITY RATIOS				
Operating Surplus Ratio - Target 0% to 15%	-4.9%	0.9%	1.1%	1.2%
Current Ratio - Target > or = to 1	0.99	0.99	0.99	0.99
Adjusted Current Ratio - Target > or = to 1	1.03	1.04	1.04	1.04
Own Source Revenue Coverage - Target > 40%	93%	98%	98%	98%
Debt Service Coverage Ratio - Target > or = 5	6	9	10	10
Asset Sustainability Ratio - Target > 90% to 100%	128%	115%	135%	124%
Asset Consumption Ratio - Target 50% - 75%	73%	72%	71%	71%
Asset Renewal Funding Ratio - Target 95 - 100%	100%			

Get Involved and Stay Connected With Us

There are lots of ways for you to get involved with the City.

Keep up-to-date with what's happening at:



12.4 Strategic Community Plan 2020 - 2040 (2022 Minor Review)

Attachment details

Attachment No and title	
1.	Strategic Community Plan 2020 - 2040 Revised - Final [12.4.1 - 24 pages]

Voting Requirement	:	Absolute Majority
Subject Index	:	32/001
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	Item 12.3 - OCM 28 April 2020
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

Council role

☐	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	Executive	The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	Legislative	Includes adopting local laws, local planning schemes and policies.
☐	Review	When Council reviews decisions made by Officers.
☐	Quasi-Judicial	When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Purpose of report

To adopt the revised Strategic Community Plan 2020-2040 (2022 Minor Review) (refer Attachment 12.4.1).

Summary and key issues

A Strategic Community Plan is a long term, overarching strategy and planning document that outlines the future aspirations and priorities for the community and sets out the key strategies to achieve these. This Plan is reviewed every four years and has a minor review every two years, in order to reflect the community's changing aspirations and priorities.

The Strategic Community Plan 2020-2040 has undergone a minor review in 2022 proposing an update to statistics, no changes to other content of the Plan and requires adoption by Council.

Location

Not applicable.

Consultation

Feedback was sought from all Managers and the Executive. After that feedback had been incorporated, the revised documents were then made available via Memorandum to Councillors who were invited to provide feedback.

One additional change was made as a result of Elected Member feedback in the statistics section which related to Heritage Sites. The wording for this was clarified by changing it to "Seven State Registered Heritage Places" and adding below that: "in addition to the seven places identified on the State Register, there are a number of places with cultural heritage significance that are important to the Belmont community. These places are identified in the City of Belmont Local Heritage Survey."

These changes have been carried through into the Corporate Business Plan."

Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

Goal 5: Responsible Belmont

Strategy: 5.6 Deliver effective, fair and transparent leadership and decision-making, reflective of community needs and aspirations

Policy implications

There are no policy implications associated with this report.

Statutory environment

Section 5.56 of the *Local Government Act 1995* states:

5.56. Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

The *Local Government (Administration) Regulations 1996* state:

Part 5 — Annual reports and planning

Division 1 — Preliminary

19BA. Terms used

In this Part —

corporate business plan means a plan made under regulation 19DA that, together with a strategic community plan, forms a plan for the future of a district made in accordance with section 5.56;

strategic community plan means a plan made under regulation 19C that, together with a corporate business plan, forms a plan for the future of a district made in accordance with section 5.56.

19C. Strategic community plans, requirements for (Act s. 5.56)

- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
- (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.
- (4) A local government is to review the current strategic community plan for its district at least once every 4 years.
- (5) In making or reviewing a strategic community plan, a local government is to have regard to —
 - (a) the capacity of its current resources and the anticipated capacity of its future resources; and
 - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and
 - (c) demographic trends.
- (6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.

- (7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.
*Absolute majority required.
- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.
- (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

19D. Public notice of adoption of strategic community plan

- (1) If a strategic community plan is adopted, the CEO must —
 - (a) give local public notice that the plan has been adopted; and
 - (b) publish the plan on the local government's official website.
- (2) If modifications to a strategic community plan are adopted, the CEO must —
 - (a) give local public notice that modifications to the plan have been adopted; and
 - (b) publish the modified plan on the local government's official website.

Background

A Strategic Community Plan is a long term, overarching strategy and planning document that outlines the future aspirations and priorities for the community and sets out the key strategies to achieve these. This Plan has a partial review every two years and a full review every four years, in order to reflect the community's changing aspirations and priorities. This review is a minor review of the City's Strategic Community Plan.

A Strategic Community Plan is a legislative requirement as part of the Integrated Planning and Reporting Framework. This Framework provides a mechanism for establishing local priorities that are linked to operational functions.

The City uses the Strategic Community Plan to:

- Define clear priorities, processes and long and short term plans;
- Priorities budget and resource allocations;
- Direct land use, infrastructure, services and asset management, operations and planning; and
- Inform other key strategies and plans.

Officer comment

The City's Strategic Community Plan 2020 – 2040 was adopted by Council at its Ordinary Council Meeting on 28 April 2020 following extensive Community consultation with approximately 900 community members, Councillors and other stakeholders and staff directly involved in the development of the Plan.

In accordance with the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996* the Strategic Community Plan is to be reviewed every four years and the Department of Local Government, Sport and Cultural Industries (DLGSCI) Integrated Planning and Reporting Framework and guidelines recommend a minor review every two years.

The 2022 minor review undertaken is proposing to update the 'Our City by Numbers' statistics to ensure current statistics are included. No other changes are proposed.

Financial implications

There are no financial implications evident at this time.

Environmental implications

There are various references to the environment in the Strategic Community Plan that will progress the City's Environmental plans.

Social implications

There are numerous references to the social aspect in the Strategic Community Plan that will see a range of Plans delivered and measured.

Officer Recommendation

That Council:

1. Adopt the Strategic Community Plan 2020 - 2040 (2022 Minor Review) as per Attachment 12.4.1.

Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.

CITY OF BELMONT 2020 - 2040 Strategic Community Plan



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Alternative Formats

This document is available on the City of Belmont website and can be requested in alternative formats including electronic format by email and in standard print.



Acknowledgement Of Country

The City of Belmont acknowledges the Noongar Nation and specifically the Whadjuk people as the Traditional Custodians of this land and we pay our respects to Elders, past, present and future leaders.

We also acknowledge all Aboriginal and Torres Strait Islander peoples living within the City of Belmont.

Mayor's Message

I am pleased to present the City of Belmont's Strategic Community Plan for 2020-2040.

This Strategic Community Plan, developed in consultation with our community, sets the direction that Council and the City's Executive Leadership Team will follow for the City of Belmont over the next 20 years.



The Plan outlines our community's shared vision and aspirations for the future. It acts as the City's overarching document to provide guidance to those making tough decisions related to competing priorities and resource limitations, whilst maintaining a focus on the 'big picture' and acting for the good of the whole City.

Developing a vision that reflects the unique character of our community is essential for future planning of our City and must be undertaken in consultation with the community. In developing this Plan community feedback was gathered through a range of activities including surveys, meetings, social media and workshops. The resulting range of varying opinions obtained from our community was vital in shaping our Plan.

This Strategic Community Plan encompasses the long term goals and supporting strategies which will be employed to help achieve our community vision. However, we cannot achieve our vision on our own. It will require effective working partnerships with government agencies, non-government organisations, business and of course, our community throughout the implementation of this and subsequent corporate plans.

Following the adoption of this new Strategic Community Plan, the vision and accompanying strategies will guide all future corporate planning undertaken by the City's Executive Leadership Team. Detailed plans will be revised and performance benchmarks and measures, including the City's annual community perception survey, will be used to ensure the City is successfully working towards achieving our community's vision.

I would like to thank each and every community member who gave their time and input into developing this plan for the future. I trust that you will join Council in embracing our new Strategic Community Plan and help with us bring this new plan to life, in the City of Opportunity, the City of Belmont.

Cr Phil Marks
Mayor



Our Vision

Belmont – The City of Opportunity

We will be home to a diverse and harmonious community, thriving from the opportunities of our unique, riverside City.



About Belmont

The municipality of Belmont was established in 1898 as the Belmont Road Board. In 1907, the name was changed to Belmont Park Road Board and remained unchanged until 1961 when it became the Shire of Belmont. In 1979, the present administration building was opened in Faulkner Park and the municipality became the City of Belmont.

The municipality was called Belmont after Belmont Farm, which had been established in the area in 1830 by Captain F. Byrne. The farm of 2,000 acres was later acquired by John Hardey who had already established Grove Farm, also 2,000 acres, on the banks of the Swan River nearby. John Hardey and his son Robert were destined to own almost the entire Belmont area.

In 1911, the population of Belmont was 1,088. Today, the City of Belmont is a thriving municipality of over 44,000 residents with extensive parklands and some outstanding facilities such as the Ascot Racecourse and surrounding residential stables precinct, the picturesque marina at Ascot Waters, and Adachi Park which both offer spectacular views of the iconic Swan River.

In 1848, Hardey allowed the first race meeting to be held on Grove Farm. Although race meetings had been held at other venues around Perth, a site on Hardey's farm soon became Perth's permanent racecourse and the horse racing industry grew up around it.

The City of Belmont is home to Western Australia's largest Domestic and International Airport, and has an extensive business community, with a number of key shopping destinations and major industrial estates thriving across the City.

Robert Hardey later built a mansion on Grove Farm in 1880 which he called 'Belmont House'. In 1889, he leased the house to J. Handron-Smith, a horse racing owner, who later became secretary of the West Australian Turf Club and went on to become the first elected Chairman of the Belmont Road Board.

In 2020 the City welcomes a new community centre - Belmont Hub. The state-of-the-art, multi-level, multi-purpose community facility is home to a larger community library, digital hub, senior citizens club, enhanced museum and much more. This modern, green star rated landmark will become an iconic meeting place for our community to connect into the future.

The early settlers in Belmont found the land to be of poor quality for cropping and swampy in many parts. Needless to say, many of the Chinese migrants who came with the Gold Rush in the 1890's found the swampy areas excellent for some of Perth's first market gardens.



Planning For Belmont's Future

The State Government is planning for a future when the population reaches 3.5 million. The City of Belmont is anticipating a dramatic increase in population as a result, and this will provide opportunities for further infill in inner suburbs. To meet the anticipated increases the City of Belmont has identified where the greatest opportunities for development present themselves.

The increased population also provides opportunity for the innovation and an uplift in activities and services available. The community recognises the need for change, but has highlighted the things that are important to defining the Belmont lifestyle that need protecting or improving.

The Strategic Community Plan is the highest level Council plan. Prepared on behalf of the community, it sits above and helps inform all other Council plans and policies. The purpose of the Plan is to outline our community's shared vision and aspirations for the future, and to set out strategies to achieve this vision.

The community sees the connection to the river, the proximity to the airport and major education facilities, and the easy access to other areas of interest to be key to the attractiveness of the City to new and existing residents and businesses. The growth in population and new technologies excited the community who see opportunities to grow and become part of an vibrant, desirable and liveable place.

Whilst this Strategic Community Plan looks at a 20-year horizon more detailed planning is needed in the short term. Council's Delivery Program, Corporate Business Plan, and resourcing plans will translate the overarching vision of the Strategic Community Plan into specific actions, while identifying the resources required to achieve this vision.

Many of the issues and concerns facing the City are beyond the direct control and influence of Council and will require concerted and coordinated actions by State and Federal Government. This Strategic Community Plan is our opportunity to put strategies in place to manage the elements of growth that the City can influence, leading to an improved quality of life for all.

It should be noted that this Strategic Community Plan was developed prior to the declaration of the COVID-19 global pandemic. At this point in time future challenges remain uncertain and it is impossible to predict the long term impact of this declaration on the City's ability to deliver on the targets identified in this Plan. The City will of course, continue to closely monitor and report on the progress of this Plan, identifying any obstacles encountered and what if any options may be available.



Integrated Planning and Reporting Framework

The State Government developed the Integrated Planning and Reporting Framework in 2010. As part of this Framework, all Councils are required to develop a Strategic Community Plan, a Corporate Business Plan and a mechanism to review and report on all elements of Integrated Planning and Reporting.

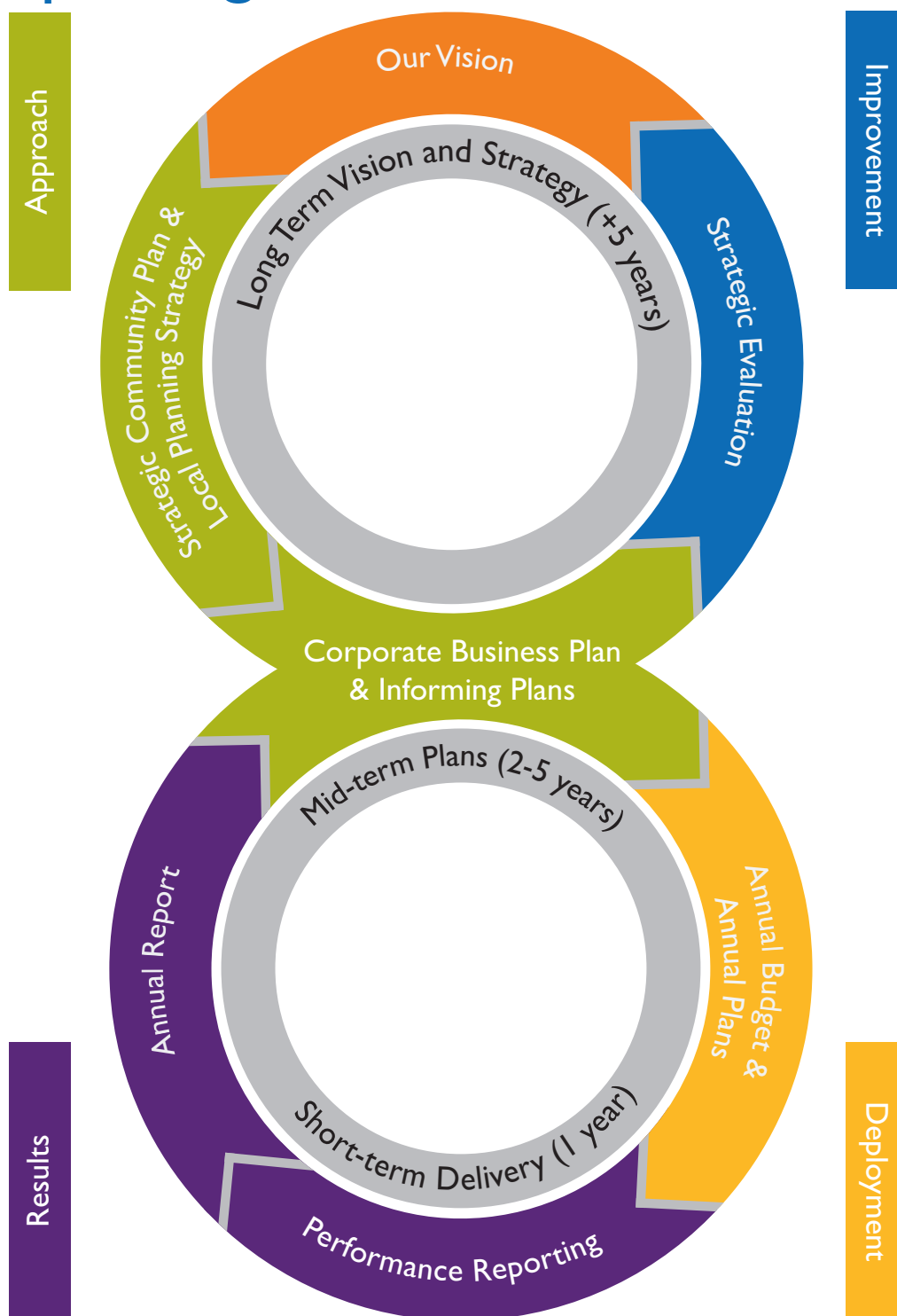
The City is committed to using this Framework and has developed the City of Belmont's Integrated Planning and Reporting Framework. This new Framework is integrated within all City plans across three levels of planning. They are:

- Strategic Level - A long-term vision and strategy with a minimum 5 year horizon.
- Corporate Level - A mid-term plan with a 2-5 year horizon.
- Delivery Level - A short-term plan with a 1 year horizon.

The City is also committed to continuous improvement and utilises the Australian Business Excellence Framework as a tool to drive continuous improvement. A critical component of the Australian Business Excellence Framework is the Approach, Deployment, Results and Improvement (ADRI) Learning Cycle. The ADRI Learning Cycle has been incorporated into the City of Belmont's Integrated Planning and Reporting Framework to identify and drive improvement in business practice and performance.



Our Integrated Planning and Reporting Framework



Our City By Numbers

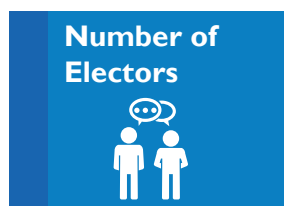
Our People



Population

42,795
2021

65,659
2041 Forecast



Number of Electors

26,532
2021

40,708
2041 Forecast



Dwellings

19,876
2022

29,523
2041 Forecast



Diversity

50.9%
residents born overseas

29.3%
speak a language other than English

2.5%
identify as Aboriginal or Torres Strait Islanders



Vulnerable Communities

34%
are a low income earner

4.4%
need assistance with daily living



Health, Education & Employment

2
Child Health Centres

3
Senior Citizen Centres

1
Library

12
Primary Schools

2
High Schools

11.1%
live and work in the City

12,092
employed full time

5,505
employed part-time

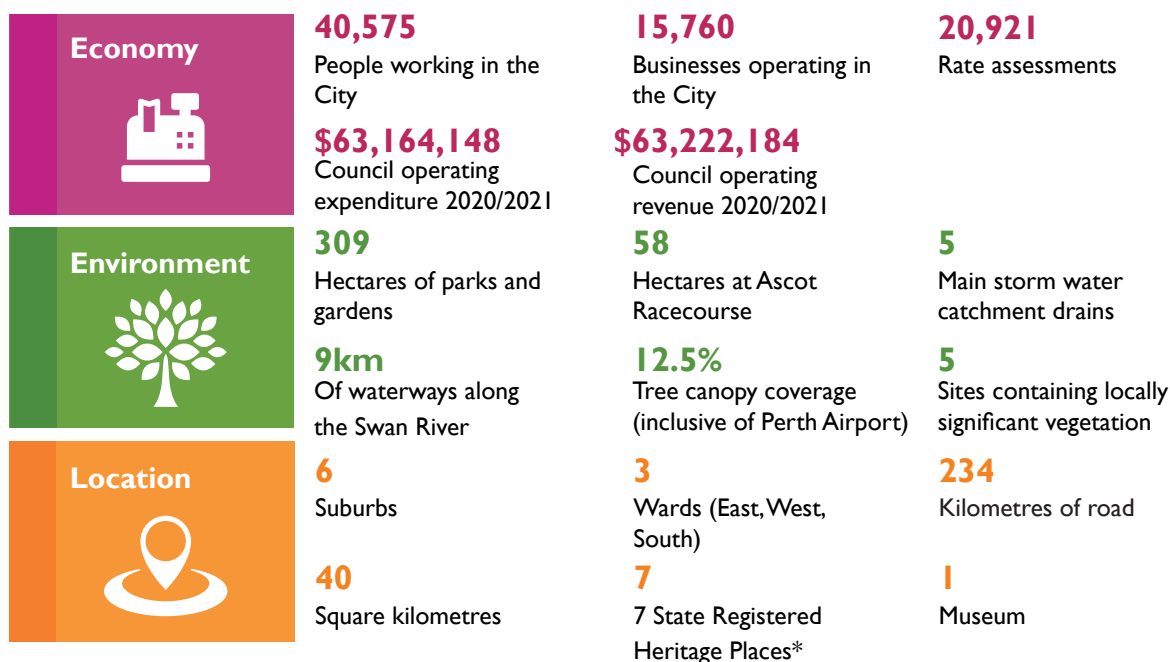
\$1,500 - \$1,749
weekly median household income

21.1%
hold a bachelor degree or higher



Our City By Numbers

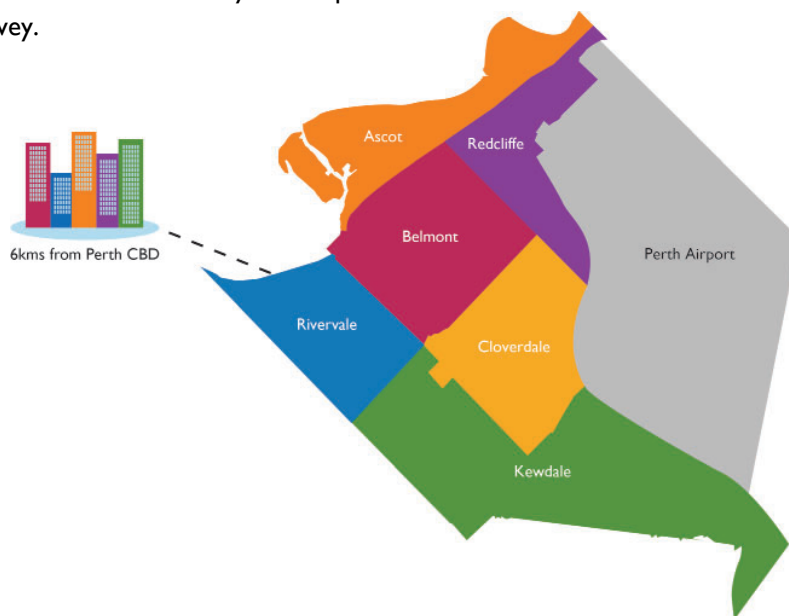
Our Place



*The 7 State Registered Heritage Places include the Old Bristle Kilns, Invercloy Park, Nulsen Haven, Garratt Road Bridge, RAAF Headquarters Bunker, Tampina and Hill 60. In addition to the seven places identified on the State Register, there are a number of places with cultural heritage significance that are important to the Belmont community. These places are identified in the City of Belmont Local Heritage Survey.

The City of Belmont is in close proximity to air, rail and major road arteries and lies only six kilometres east from the centre of Perth and contains the Perth Domestic and International Airports.

The City has a mix of residential, commercial, and light industrial properties.



How We Developed Our Plan



Our Approach To Engagement

Engagement is about involving our community in the decision making process.

For Council, it provides the opportunity to understand varied points of view and gather comprehensive information to make better decisions and deliver better services.

Here at the City of Belmont, we strive for best practice engagement both online and in-person. We believe it's important that the community can see and have direct impact on the decisions of its Council and our City.

To develop this Plan, we have drawn on the views of more than 34,978 people since launching in October 2019. The Community was provided with many varied opportunities to be involved with the process in order to gain a wide representation of views. The following represents a key breakdown of the community involvement.



34,978 people were made aware and provided an opportunity to get involved



24,948 people reached on social media



7579 people reached by direct email



314 people provided feedback via feedback forms



1040 people visited Belmont Connect



735 people directly involved



4,275 people received an e-newsletter



248 people responded to quick polls



88 people attended stakeholder group meetings



85 people attended workshops



Emerging Themes

Since October 2019 we have been talking to the community extensively to understand their priorities, needs and aspirations. It's clear that the community is passionate about Belmont and wants to build on the strengths of our community to create a liveable, productive and sustainable future. Below is a summary of the most common themes we received from our community.

- Building opportunities for people to meet and socialise
- Community moving and living better
- Tree lined streets to create shade
- Let's be ambitious; it's ok to fail
- More local social activities
- Create a place to celebrate and recognise the City of Belmont's history and diversity
- Support for community and sporting groups
- Improved connections for bike and walking paths throughout the City
- Public transport services that connect with the train, the City and education facilities
- More engagement opportunities
- Sustainable development
- Events and festivals
- Improved security and safety
- Support new and existing businesses

Public Transport
Community
Safety Businesses Vibrant
Connection
Celebrate History
Opportunities
Green
Multicultural
Diverse
Sustainable
Bike Paths Riverside



Achieving Our Vision

This Strategic Community Plan 2020-2040 builds on our previous Strategic Community Plan 2016-2036. In order to achieve our vision and in consideration of the feedback received from the community, the priorities, needs and aspirations, have been grouped into following five broad long-term goals. Supporting strategies provide a roadmap to achieving these goals, and they are outlined over the next pages.



Liveable Belmont

We are vibrant, desirable and liveable.



Connected Belmont

We can all get to where we want to go.



Natural Belmont

We care for and enjoy our environment.



Creative Belmont

We are innovative, creative and progressive.



Responsible Belmont

We are inclusive, engaging and act with integrity.



Goal 1: Liveable Belmont

We are vibrant, desirable and liveable.

Our Community's Aspirations:

Belmont will be vibrant with exciting entertainment and dining experiences. The City and residents will provide strong support for community and sporting groups. There is a strong focus on history and culture. Belmont is considered a great place to live.

What this will look like (Outcomes):

- Our neighbourhoods are well serviced by local activity centres which are exciting and attractive.
- All ages can live, work and play in the City.
- Business is attracted to the City, creating more local jobs.

The following describe at a high level what we will do to meet community priorities, needs and aspirations. Detailed projects, services, operations and performance measures for these will be outlined in the City's Corporate Business Plan.

What we will do (Strategies):

- 1.1 Respect, protect and celebrate our shared living histories and embrace our heritage
- 1.2 Plan and deliver vibrant, attractive, safe and economically sustainable activity centres
- 1.3 Ensure activity centres have a thriving economy
- 1.4 Attract public and private investment and businesses to our City and support the retention, growth and prosperity of our local businesses
- 1.5 Encourage and educate the community to embrace sustainable and healthy lifestyles

How we will track our progress (Measurement):

- Progress towards Reconciliation Action Plan
- Sense of belonging to a shared heritage experience
- Diversity of cultural expression appreciated
- Perceptions of safety
- Vibrancy and attractiveness of the City
- Local employment statistics
- Business and investment activity
- Economic activity
- Health, wellbeing and general life satisfaction of residents





Goal 2: Connected Belmont

We can all get to where we want to go.

Our Community's Aspirations:

Our residents are connected socially and through physical infrastructure. Our neighbourhoods are safe, walkable, cycle friendly and well served by public transport. There is a sense of opportunity for everyone and an acceptance of all abilities. Our residents are empowered.

What this will look like (Outcomes):

- People of all abilities are able to move freely, safely and sustainably around the City.
- People and goods are able to move sustainably in and out of the City.
- The City's bike paths are connected and easy to ride on.
- The City is a leader in transportation with advanced traffic planning that maximises efficiency of current infrastructure and encourages transport alternatives.
- Supports the City's liveability by enabling seamless connections between people and places.

The following describe at a high level what we will do to meet community priorities, needs and aspirations. Detailed projects, services, operations and performance measures for these will be outlined in the City's Corporate Business Plan.

What we will do (Strategies):

- 2.1 Design our City so that it is accessible by people of all ages and abilities
- 2.2 Make our City more enjoyable, connected and safe for walking and cycling
- 2.3 Facilitate a safe, efficient and reliable transport network
- 2.4 Promote alternative forms of transport

How we will track our progress (Measurement):

- Satisfaction with walking and cycling paths and facilities
- Satisfaction with local road conditions
- Satisfaction with local traffic management and signs
- Health, wellbeing and general life satisfaction of residents





Goal 3: Natural Belmont

We care for and enjoy our environment.

Our Community's Aspirations:

The City of Belmont presents a feeling of peaceful, clean, green and healthy. There is a focus on the natural in parks and gardens with trees and colour. Our streets are lined with trees. Our residents and businesses are environmentally aware. There is a connection with the river and natural areas. Sustainability is important to us. Belmont will be known for its strong connection to the environment especially the river and trees. The verges will be green and dominated by natural plantings. Parks will continue to be well maintained and their natural appeal will be enhanced. Sustainable development and expectations of sustainable practices of businesses are a part of the social fabric.

What this will look like (Outcomes):

- Belmont has an abundance of natural features including the river, parks and gardens which are colourful and focus on nature.
- Tree lined streets create shade, facilitate walking and riding and give health and environmental benefits.
- Highly rated as place to live.
- Planning and development will have a focus on sustainability.

The following describe at a high level what we will do to meet community priorities, needs and aspirations. Detailed projects, services, operations and performance measures for these will be outlined in the City's Corporate Business Plan.

What we will do (Strategies):

- 3.1 Protect and enhance our natural environment
- 3.2 Improve our river and waterways
- 3.3 Keep our City clean
- 3.4 Provide green spaces for recreation, relaxation and enjoyment
- 3.5 Promote energy and water efficiency, renewable energy sources, and reduce emissions and waste
- 3.6 Encourage sustainable development to guide built form

How we will track our progress (Measurement):

- Extent of tree planting
- Increase net tree canopy cover
- Reduce mature tree removals
- Improvements to water quality
- Perception of cleanliness
- Provision of and upgrade to parks and green spaces
- Energy efficiency and renewable energy supply
- Water efficiency and alternative water supply
- Waste diversion from landfill
- Local Planning Framework that meets current and future community needs





Goal 4: Creative Belmont

We are innovative, creative and progressive.

Our Community's Aspirations:

The City of Belmont's diversity will be reflected in our residents as well as those working here. Although we are contemporary, we will be seen as inspiring, resilient and dynamic. We will attract development with an atmosphere for change. Belmont will have an inspiring technology hub where discoveries are made.

What this will look like (Outcomes):

- There is a strong focus on arts and culture in the City.
- The City works with local schools and businesses to run programs.
- There is a wide variety of public art in the City.
- The City runs awards programs for arts and innovation.
- Innovative businesses look to Belmont as a preferred location close to the airport and with links to universities.

The following describe at a high level what we will do to meet community priorities, needs and aspirations. Detailed projects, services, operations and performance measures for these will be outlined in the City's Corporate Business Plan.

What we will do (Strategies):

- 4.1 Promote the growth of arts and culture
- 4.2 Embrace technology, creativity and innovation to solve complex problems and improve our City
- 4.3 Support and collaborate with local schools and businesses

How we will track our progress (Measurement):

- Community attitudes towards Council innovation and forward-thinking
- Education and training opportunities
- Vibrancy and attractiveness of the City
- Local employment statistics
- Business and investment activity
- Economic activity
- Health, wellbeing and general life satisfaction of residents





Goal 5: Responsible Belmont

We are inclusive, engaging and act with integrity.

Our Community's Aspirations:

The City of Belmont advocates for the needs of the community by being responsive and consultative. The availability of the best community services and infrastructure will be facilitated. Heritage will be protected. Belmont will continue to be recognised for its location with convenient access to the river and progressive education establishments.

What this will look like (Outcomes):

- The Community is actively involved in decision making through engagement.
- Engagement is a part of everything the City does.
- There are housing opportunities for everyone.
- The Community has a high level of trust in the Council and the City of Belmont.
- The City is well governed and acts with the highest level of integrity.

The following describe at a high level what we will do to meet community priorities, needs and aspirations. Detailed projects, services, operations and performance measures for these will be outlined in the City's Corporate Business Plan.

What we will do (Strategies):

- 5.1 Support collaboration and partnerships to deliver key outcomes for our City
- 5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community
- 5.3 Invest in services and facilities for our growing community
- 5.4 Advocate and provide for affordable and diverse housing choices
- 5.5 Engage and consult the community in decision-making
- 5.6 Deliver effective, fair and transparent leadership and decision-making, reflective of community needs and aspirations
- 5.7 Engage in strategic planning and implement innovative solutions to manage growth in our City

How we will track our progress (Measurement):

- Community attitude towards Council's collaboration efforts
- Corporate Performance Indicators
- Community satisfaction with value for money for Council rates
- Provision of and access to essential services and community facilities
- Dwelling mix
- Housing affordability
- Community engagement and consultation
- Community confidence in Council
- Enforcing Consolidated Local Laws.



Success Of The Plan

Council's Role

As the City of Belmont continues to grow, Council, our stakeholders and our community need to work together to invest in our individual and collective wellbeing.

While Council has a custodial role in initiating, preparing and maintaining the Strategic Community Plan on behalf of the community, it is not wholly responsible for its implementation. Many of the issues and concerns facing the City of Belmont are complex and beyond the direct control and influence of Council, such as transport, health, housing, safety and employment.

To deliver the community's vision, we work with various stakeholders and partners including other levels of government and their affiliated agencies, local businesses and industry, developers, educational institutions, community groups, residents and visitors and other service providers.

Council's role, depending on the activity being undertaken, is to Deliver, Partner and/or Advocate. The activities and actions to be carried out by Council are outlined in the City's Corporate Business Plan.

By building strong partnerships, taking a strong leadership role, and delivering on its own commitments, Council plays a pivotal role in shaping places and supporting people to lead fulfilling lives.

Deliver

Council delivers a wide range of programs and services including waste collection, libraries, maintenance of local roads and public spaces, recreation facilities and programs, community care, special events and regulatory functions.

Partner

Council builds strategic partnerships with Federal and State Government agencies, the private sector and a range of other stakeholders whose work will contribute to delivering the long term goals outlined in this Strategic Community Plan.

Advocate

When not in direct control or partnership, Council will give voice to the needs and aspirations of the community by advocating for changes in policy and action at relevant levels of government and industry to bring about the best outcomes for our community.



Tracking Our Success

This Strategic Community Plan outlines our community's shared vision and aspirations for the future, and how they will be achieved.

This Strategic Community Plan 2020 - 2040 builds on our previous Strategic Community Plan 2016 – 2036. Every two years a strategic review of the Plan is conducted, with a more comprehensive review every four years.

The City monitors and reviews the progress of the Strategic Community Plan via the following:

Corporate Business Plan

The Corporate Business Plan outlines in detail the projects, services, actions, operations and performance measurements required to deliver on the priorities identified in the Strategic Community Plan. It is reported on quarterly to Council and updated annually with a full review every four years.

Annual Report

Each year, the City produces a comprehensive Annual Report in accordance with the *Local Government Act 1995*. The Annual Report aims to give an open and accountable insight into how the City has progressed towards achieving our vision and strategic objectives. Highlights include our main achievements and challenges, our financial performance and our key targets for the year ahead.

Community and Stakeholder Feedback

The City is committed to partnering with our community in realising the future of our local area and will continue to engage with the community at every opportunity. We use a number of different mechanisms each year to give us insight into how the City has progressed towards achieving our vision and strategic objectives. These mechanisms include surveys, workshops, focus groups and a range of online tools.



Resourcing the Plan

The City's four year Corporate Business Plan directs the City's resources, assets and funding towards the priorities, key projects and activities set out in the Strategic Community Plan. It sets out how the City will do this and the funding required over the four year period of the Plan.

Managing Risk

Risk management identifies and assesses threats and opportunities in achieving the City's business objectives and defines effective response strategies. The City's Risk Program ensures that sound risk management practices and procedures are fully integrated into its strategic initiatives, projects and operational processes and day to day business practices.

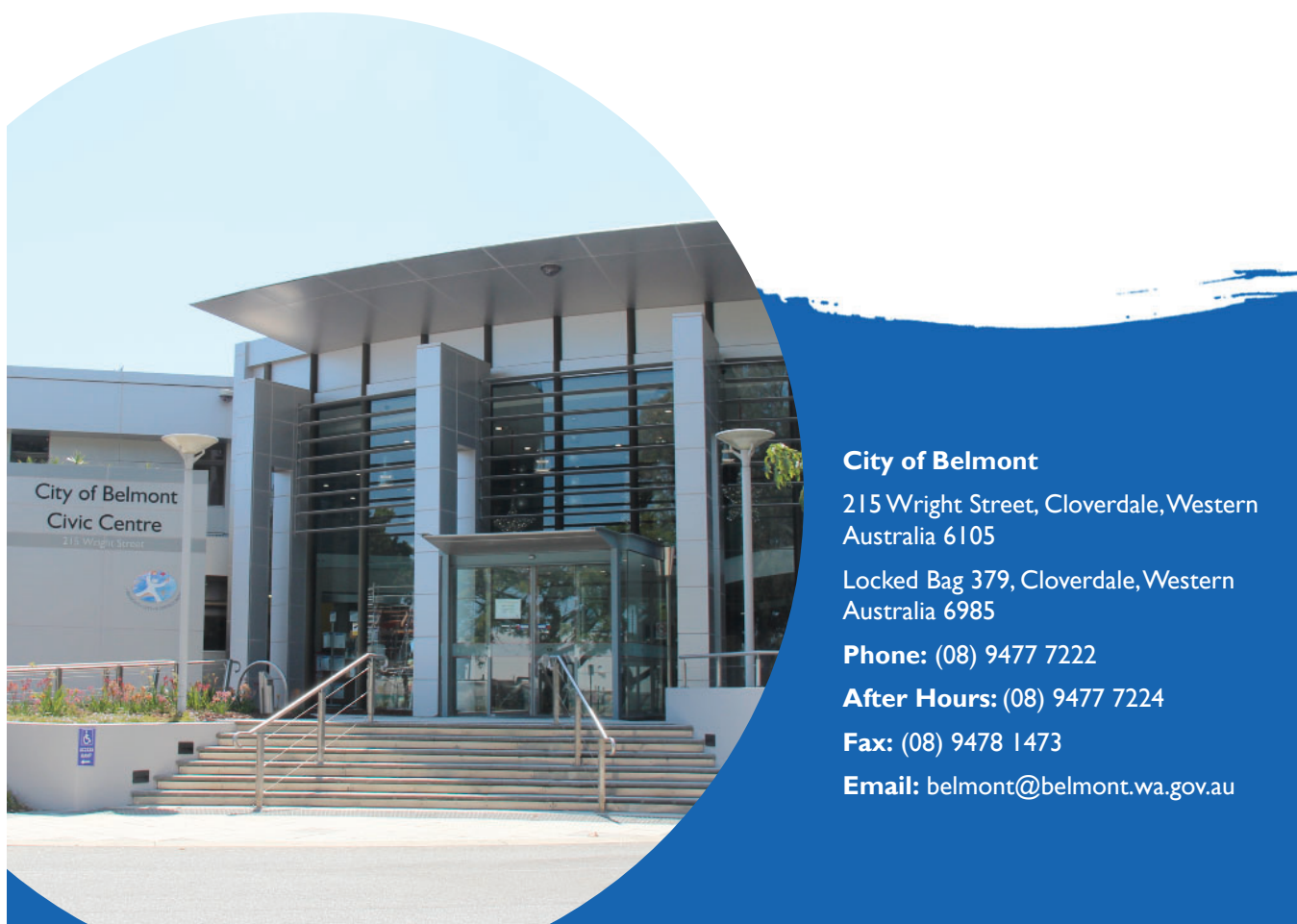
It should be noted that this Strategic Community Plan was developed prior to the declaration of the COVID-19 global pandemic. At this point in time future challenges remain uncertain and it is impossible to predict the long term impact of this declaration on the City's ability to deliver on the targets identified in this Plan. The City will of course, continue to closely monitor and report on the progress of this Plan, identifying any obstacles encountered and what if any options may be available.



Get Involved and Stay Connected With Us

There are lots of ways for you to get involved with the City.

Keep up-to-date with what's happening at:



City of Belmont

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12.5 Delegated Authority Review 2022-2023

Attachment details

Attachment No and title	
1.	Delegation Register 2022 2023 Clean [12.5.1 - 124 pages]
2.	Delegation Register 2022 2023 Showing Track Changes [12.5.2 - 136 pages]

Voting Requirement	:	Absolute Majority
Subject Index	:	11/005 Delegations and Authorisations
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	Item 12.6 OCM 26 June 2021
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

Council role

☐	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	Executive	The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	Legislative	Includes adopting local laws, local planning schemes and policies.
☐	Review	When Council reviews decisions made by Officers.
☐	Quasi-Judicial	When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Purpose of report

To seek Council endorsement of the Delegation Register 2022-2023 as detailed in Attachment 12.5.1.

Summary and key issues

In accordance with section 5.46 of the *Local Government Act 1995* (the Act), the Delegated Authority Register is to be reviewed at least once in every financial year.

The Delegated Authority Register is structured to provide for a best practice approach to the City's operations and efficiency in the delivery of strategic outcomes.

Location

Not applicable.

Consultation

The Executive Leadership Team and all designated employees have been consulted regarding the proposed amendments to the Delegation Register. The proposed Delegation Register was presented at the Information Forum on 31 May 2022 for consideration and input.

Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

Goal 5: Responsible Belmont

Strategy: 5.6 Deliver effective, fair and transparent leadership and decision-making, reflective of community needs and aspirations

Policy implications

There are no policy implications associated with this report.

Statutory environment

The following sections of the *Local Government Act 1995* are applicable when considering delegations:

- s5.16 Delegation of some powers and duties to certain committees
- s5.17 Limits on delegation of powers and duties to certain committees
- s5.18 Register of delegations to committees
- s5.42 Delegation of some powers and duties to CEO

- s5.43 Limits on delegations to CEO
- s5.44 CEO may delegate powers and duties to other employees
- s5.45 Other matters relevant to delegations under this division
- s5.46 Register of, and records relevant to, delegations to CEO and employees.

Several other pieces of legislation allow for delegation in Western Australia. Those relevant to the City's Delegation Register in addition to the *Local Government Act 1995* are listed below:

Building Act 2011

Bush Fires Act 1954

Cat Act 2011

Dog Act 1976

Food Act 2008

Health Act 1911

Public Health Act 2016

Main Roads Act 1930

Planning and Development Act 2005

Strata Titles Act 1985

Local Government (Administration) Regulations 1996

Local Government (Financial Management) Regulations 1996

Local Government (Functions and General) Regulations 1996

Local Government Act (Uniform Local Provisions) Regulations 1996.

Background

The Delegated Authority Register was last formally reviewed by Council at the Ordinary Council Meeting of 22 June 2021 – Item 12.6.

In developing and reviewing delegations, the City has applied principles outlined in the City's Decision Making Process and Compliance Management Framework. The delegations are structured to be defined and specific to support a greater level of control and clearly identify decisions that occur under delegated authority.

The use of delegations is supported by the Department of Local Government, Sport and Cultural Industries (the Department). The Local Government Operational Guideline No 17 – Delegations has been published by the Department to assist with the creation, use and review of delegations.

Officer comment

Delegations by Council are an effective way to reduce red tape and improve customer satisfaction through quicker decision-making processes. Using the power of delegation appropriately assists local governments to efficiently deal with a wide range of operational matters that are minor, administrative in nature and time consuming.

Safeguards are contained within the delegations through the conditions and limitations of when the delegation can be exercised as well as granting appeal rights to the Council when an impacted individual is aggrieved with an Officer's decision.

It is important to note that Officers are not obliged to use, or exercise, a delegation; where a matter is determined to be of a contentious nature, the matter may be referred to Council.

As the Delegated Authority Register was extensively updated last year there are minimal changes to the delegations, mainly administrative in nature e.g. updating Council policy referencing as per Council's resolution of the 24 May 2022 OCM Item 12.7. Administration changes such as approval dates and version control shall be carried out following Council's endorsement.

Delegation 1.1.14 has been renamed to Procurement: Tenders; Tender Exemptions; Purchases (\$50,000-\$250,000) & Associated Contract Variations to accurately reflect the content of the delegation. The intent of the delegation has not changed however the wording has been amended to provide further clarity and guidance to those seeking to have the delegation exercised. For each delegated function the associated conditions have been separated out. Additional wording has been included in relation to contracts and in particular variation conditions.

A copy of the Delegation Register 2022-2023 is attached (Attachment 12.5.2) with the proposed amendments showing in red. A copy of the Delegation Register 2022-2023 with the changes accepted is attached as Attachment 12.5.1.

Financial implications

There are no financial implications evident at this time.

Environmental implications

There are no environmental implications associated with this report.

Social implications

There are no social implications associated with this report.

Officer Recommendation

That Council endorse:

1. The Delegation Register 2022-2023 as detailed in Attachment 12.5.1 and
2. Any further minor administrative amendments/layout changes as required prior to publication of the Delegation Register 2022-2023.

Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.

CITY OF BELMONT

Delegation Register 2022- 2023

Date of Publication

City of Belmont

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Introduction

Council is responsible for the overall government of the City's functions. The CEO is responsible for the day-to-day management of the administration of the City's functions amongst other functions such as advising Council.

Legislation applicable to local government may reserve specific powers and duties to the Council, the CEO or a defined authorised person or class of persons. Where legislation refers to a power or duty of the "local government" this is generally interpreted to mean the Council unless otherwise specified even if the power or duty is operational in nature.

Delegation of authority, where allowed, allows for efficient and timely decision making by local governments. Conditions or limitations may be incorporated into delegations such as limiting the circumstances in which a delegation can be exercised or imposing financial or other limits to the delegated power.

The delegation of a power or duty does not preclude a delegator from exercising or performing that power or duty itself or by acting through any employee authorised, by job description or otherwise, to carry out a function as the agent of, and on behalf of, the local government in accordance with approved policies.

A person granted a delegation is not obliged to exercise the delegated power and may, if circumstances indicate, refer the decision back to the delegator. Legislation varies in how delegation of authority is provided for, including limitations, conditions and reporting or review requirements. Reviews of delegations, where required by law, are the responsibility of the delegator.

In some instances, it is most appropriate for a function to be exercised by the Council only and as such no delegation is made e.g. consideration of ward reviews and submissions.

Under the *Local Government Act 1995* (the Act) and some other legislation, persons affected by specified decisions made under delegated authority have a right under Part 9 Division 1 of the Act to lodge an objection to the decision, which must be considered by Council, and/or to seek a review of the decision by the State Administrative Tribunal.

I Delegations by Local Government

The Act allows for the local government (Council) to delegate to the Chief Executive Officer (CEO) the exercise of any of its power or the discharge of any of its duties under the Act in order to effectively manage the day-to-day operations of the City.

The main consideration for a local government when deciding if it should delegate a power or duty is whether the delegation will improve the efficiency of the local government's operations whilst ensuring that its policies are consistently implemented.

Some legislation may restrict the local government to delegating a power or function only to the local government CEO, although some acts provide for the local government to delegate to persons other than the CEO, such as other local

government employees or committees. The CEO may further delegate those powers to other officers only if sub-delegation is permitted by the legislation.

Delegations are required to be made in writing, and for Council delegations, this normally takes the form of a resolution that is recorded in the Council Minutes.

Under the Act, *Cat Act 2011*, *Dog Act 1976*, *Graffiti Vandalism Act 2016* and *Planning and Development (Local Planning Schemes) Regulations 2015*, delegations by Council must be made by absolute majority resolution. Other legislation does not require an absolute majority to grant, amend or revoke a delegation by Council.

The decision to revoke a delegation from the CEO must also be absolute majority.

The Act also allows for the CEO to delegate any powers or discharge of any of the CEO's duties to another employee other than the power of delegation (s 5.44(4)). There is no power other than for the CEO to delegate a power.

All delegations must be in writing and the CEO is able to make the delegation or sub delegation subject to conditions or limitations. When an employee is acting in a position, they are deemed to be able to carry out the functions delegated to that position.

Delegations and authorisations from the Council directly to officers, other than the CEO, will be avoided unless legislation specifically provides that this is the only manner in which the power can be provided.

The ability to delegate a statutory function, power or duty must be described in a piece of legislation and is known as the power of delegation. It may be stated as a duty, function or power depending on the legislation. Delegations or authorisations may occur under legislation other than the Act, its regulations and the local government's local laws including but not limited to:

- *Planning and Development Act 2005* including regulations
- *Dog Act 1976* and regulations
- *Cat Act 2011* and regulations
- *Bush Fires Act 1954*, regulations and any local law created under that Act
- *Litter Act 1979* and regulations
- *Strata Titles Act 1985*
- *Local Government (Miscellaneous Provisions) Act 1960* as amended
- *Caravan Parks and Camping Grounds Act 1995*
- *Control of Vehicles (Off-Road Areas) Act 1978* and regulations
- *Building Act 2011* and regulations
- *Food Act 2008* and regulations

A Council delegation is not required where the legislation confers a specified function or power directly on the CEO or another defined class of authorised persons.

There also needs to be a specific function or duty that must be carried out under the legislation. The power must be able to be exercised by the person or body wanting to delegate that power and it must be contained in legislation that has an associated power of delegation.

A range of different powers can be delegated. An important aspect of any delegation of power is certainty as to the power being delegated. The person or body delegating authority should clearly specify in the instrument of delegation the statutory power or duty being delegated. This will ensure that the person exercising delegated authority can be certain of the extent of authority conferred by the delegation. The statutory reference to the power being delegated should be included in the instrument of delegation.

Reviewing the above list, it is clear that there is a limited range of legislation under which powers can be delegated. There is no express provision for a local government to delegate its functions under any other legislation. However, this does not prohibit the local government from “acting through” its officers for the purpose of legislation and the manner in which this can be achieved is detailed below.

The *Interpretation Act 1984* provides a standard basis on how terms across all Western Australian legislation can be interpreted such as computation of time. It also provides further information on how delegations work and provides a basis for allowing conditions or limitations to be made on the delegation; revocation of the delegation; the continuance of the delegation if a person is acting in the position to which the power is delegated.

II Matters which cannot be delegated

The following cannot be delegated by Council to the CEO under the Act (s 5.43)

- any power or duty that requires a decision of an absolute majority of the council
- accepting a tender which exceeds an amount determined by the local government
- appointing an auditor
- acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government
- any of the local government's powers under
 - s 5.98 – Fees etc for council members
 - s 5.98A – Allowance for deputy mayor or deputy president
 - s 5.99 Annual fee for council members in lieu of fees for attending meetings
 - s 5.99A Allowances for council members in lieu of reimbursement of expenses
 - s 5.100 Payment for certain committee members
- borrowing money on behalf of the local government
- hearing or determining an objection of a kind referred to in s 9.5
- the power under s 9.49A(4) to authorise a person to sign documents on behalf of the local government
- any power or duty that requires the approval of the Minister or the Governor
- such other powers or duties as may be prescribed.

III Acting Through

Section 5.45 of the Act introduces the concept of “acting through.” In relation to delegations, s 5.45 of the Act states that nothing prevents a “local government from performing any of its functions by acting through a person other than the CEO” or “a CEO from performing any of his or her functions by acting through another person.”

While the Act does not specifically define the meaning of the term “acting through, it cites a key difference between a delegation and “acting through” in that a delegate exercises the delegated decision-making function in his or her own right. The principal issue is that where a person has no discretion in carrying out a function, then that function may be undertaken through the “acting through” concept. Alternatively, where the decision allows for discretion on the part of the decision maker, then that function needs to be delegated for another person to have that authority.

For administrative purposes, a person may sign a letter in his or her own name on behalf of the CEO while, with delegated powers, the person would sign a letter in his or her own name, in accordance with the delegated authority.

An appropriate method for a council of a local government to make a decision which will be implemented by its officers is for it to make a policy about particular functions that it performs. In that case there is no need for a delegation as it will be the role of the organisation to implement those policy decisions.

IV Register of Delegation

Section 5.46 of the Act requires the CEO to maintain a register of delegations made to the CEO and to employees. These registers must be reviewed at least once every financial year and the requirement for records to be kept on the exercise of the delegation is also included.

A register of delegations made by the local government to a committee is also required to be kept and reviewed at least once every financial year under s 5.18 of the Act.

V Standard Conditions of Delegation

Individuals are responsible for ensuring that legislated requirements relating to the exercise of delegated power(s) are complied with.

Any person proposing to exercise a power under delegated authority shall comply with the following standard conditions of delegation:

1. Actual decisions relating to the matter delegated shall be made by the person nominated in the delegation. However, it is understood that other staff may carry out administrative and technical work relating to those decisions.
2. Compliance with all relevant legislative requirements, Local Laws, Council Policies, resolutions of Council and the Business Management System Procedures.

3. Delegated authority cannot be exercised where a Financial Interest or an Interest Affecting Impartiality is evident.
4. It is a statutory requirement to maintain a record of each decision made under delegated authority. Documents relating to delegated authority decisions shall, as a minimum, record:
 - a. Date the decision was exercised;
 - b. Name of the Officer/Committee exercising the decision;
 - c. Description of how the person exercised the power or discharged the duty, including where appropriate, any directions to staff to carry out work associated with the decision unless those directions are included in Policies, Management Procedures or the Delegation Register;
 - d. Notation of the people or class of people directly affected by the decision (other than Council or Committee members or employees of the City).

Any exercising of a power and discharging of a duty must be recorded on the Record of Exercise of Power – Delegation of Authority Form and registered in ECM Folder 11/005 at the time of exercising the delegation.

5. Instruction is provided for each delegation on record keeping requirements. All records relating to an exercise of delegation must be recorded in the main official record keeping system of the City, ECM.

VI Delegations from other Agencies and Instruments of Delegation or other Acts

Where legislation provides for the direct delegation to a person or a class of persons by other agencies or decision makers, no delegation is required from the local government. The authorisation is dealt with in the relevant legislation. Where required, the Instrument of Delegation or Notice of the Appointment is advertised in the Government Gazette. The Agencies are listed below and updated from time to time.

Department/Legislation
Department of Environment <i>Environmental Protection Act 1986 Environmental Protection (Noise) Regulations 1997</i> Pursuant to section 20 Environmental Protection Act 1986 to the holder of the offices listed.
Department of Environment <i>Environmental Protection Act 1986 Environmental Protection (Noise) Regulations 1997</i> Pursuant to section 20 <i>Environmental Protection Act 1986</i> to the holder of the offices listed.



Western Australian Planning Commission <i>Planning and Development Act 2005</i> Pursuant to section 16 of the Act (delegation) WAPC resolved on 26 May 2009
Western Australian Planning Commission <i>Planning and Development Act 2005</i> Pursuant to section 16 of the Act (delegation) WAPC Resolved on 15 December 2015
<i>Litter Act 1979</i> Pursuant to section 26 – Authorised officers, appointment and jurisdiction of etc.
<i>Main Roads Act 1930</i>

LOCAL GOVERNMENT ACT 1995 DELEGATIONS

I.1 Council to CEO

I.1.1 Compensation – Damage Incurred when Performing Executive Functions

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s 3.22(1) Compensation s 3.23 Arbitration
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. In accordance with s 3.22 procedures, assess and determine the extent of damage to private property arising directly from performance of the City's functions and make payment of compensation [s 3.22(1)] if requested. 2. Where compensation is unable to be determined and agreed between parties, give effect to arbitration in accordance with s 3.23.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Condition Financial Limits to Delegation is limited to settlements which do not exceed a material value of \$5000 per claim.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 s 3.22(5) compensation is not payable for damage sustained as a result of certain functions s 3.23 Arbitration Schedule 3.1 Powers under notices to owners or occupiers of land Schedule 3.2 Particular things local governments can do on land even though it is not local government property



	Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority and associated contracts to be retained in ECM index: 11/005.

Version Control:

1	New: Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

1.1.2 Powers of Entry

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995,</i> s 3.28 When the subdivision applies s 3.32 Notice of entry s 3.34 Entry in an Emergency s 3.36 Opening Fences
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Give a notice of entry. 2. Determine that an emergency exists for the purposes of performing local government functions. 3. Execute an entry in an emergency. 4. Give notice and execute the opening of a fence. 5. The power of entry conferred, may be used for performing any function that a local government has under this Act if entry is required for the performance of the function or in any other case in which entry is authorised by this Act other than by a local law. <i>Local Government Act 1995</i> Part 3 Division 3 Subdivision 3 - Powers of entry
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: This delegation is not to be exercised unless evidence that the following sections of the Act have been complied with: 3.31(1)(a) consent obtained from the owner or occupier; 3.31(1)(b) notice has been given under 3.32 3.34(2) Entry in emergency 3.36 (3) Opening fences
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees
Compliance Links:	Local Government Act 1995 Part 3 Division 3 Subdivision 3 - Powers of entry

	Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Record decisions to enter property. Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index. Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> reg 19

Version Control:

1	Incorporates DA02 Powers of Entry in Emergency in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.3 Declare Vehicle is Abandoned Vehicle Wreck

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995,</i> s 3.40A(4) Abandoned vehicle wreck may be taken
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	The Authority to declare that a vehicle is an abandoned vehicle wreck.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 s3.40A Local Government (Functions and General) Regulations 1996 Reg 29A Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index. Abandonments (10/002 & 10/004)

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

1.1.4 Confiscated or Uncollected Goods

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s 3.46 Goods May be withheld until costs paid s 3.47 Confiscated or uncollected goods, disposal of s 3.48 Impounding expenses, recovery of
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to refuse to allow goods impounded under s 3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid to the local government. [s 3.46] 2. Authority to sell or otherwise dispose of confiscated or uncollected goods or vehicles that have been ordered to be confiscated under s 3.43 [s 3.47]. 3. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s 3.48].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 s3.40A Local Government (Functions and General) Regulations 1996 Regulation 30 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index: 11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index. Abandonments (10/002 & 10/004)

Version Control:

1	New Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.5 Disposal of Sick or Injured Animals

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s 3.47A Dispose of sick or injured animals
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To authorise the humane disposal of an impounded animal where it is determined to be too ill or injured to be treated.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index. Abandonments (10/002 & 10/004)

Version Control:

1	New Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.6 Close Thoroughfares to Vehicles

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> Certain provisions about thoroughfares s 3.50 Closing certain thoroughfares to vehicles s 3.50A Partial closure of thoroughfares for repairs or maintenance s 3.51 Affected owners to be notified of certain proposals s 3.52 Public access to be maintained and plans kept
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authorised to close, revoke or vary the closure, of a thoroughfare to vehicles, wholly or partially, to vehicles for a period not exceeding 4 weeks; 2. For periods exceeding 4 weeks, after considering any submissions that are received, having given local public notice of the proposed closure of the thoroughfare; and 3. Authorised to give notice of the fixing, altering, alignment or draining of a public thoroughfare or other public place.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: This delegation is not to be exercised unless the following are evidenced as being complied with: • 3.50A exception to local public notice. • 3.50(4) before it makes an order, wholly or partially closing a thoroughfare, exceeding 4 weeks give local public notice: including location, where, when and why and inviting submissions; and give written notice to each person who is prescribed for the purposes or owns land that is prescribed for the purposes of this section; and allow a reasonable time for submissions to be made; and consider any submissions made. • 3.51(3) affected owners to be notified of certain proposals.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees.
Compliance Links:	Local Government Act 1995 Operational Policy: BEXB32 Decision Making Policy – Decision Level 2



Record Keeping:	Records of exercise of delegated authority to be retained in ECM index: 11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index.

Version Control:

1	Formerly DA03 Road Closures Temporary in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.7 Control Reserves and Certain Unvested Facilities

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 3.53 – Control of certain unvested facilities
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to agree on the control and management of an unvested facility if it lies within two or more Local Government districts.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees.

Compliance Links:	Local Government Act 1995 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index.

Version Control:

1	New Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.8 Obstruction of Footpaths and Thoroughfares

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r 5(2) Interfering with, or taking from, local government land r 6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a) r 7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b) r 7 Encroaching on public thoroughfare – Sch.9.1. s 3(2) <i>City of Belmont Consolidated Local Law 2020</i> Parts 3,6,7,8,9,10, 11 and 12
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: a. prevent damage to the footpath; or b. prevent inconvenience to the public or danger from falling materials [ULP r 5(2)]. 2. Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [ULP r 6(2) and (4)]. 3. Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r 6(6)]. 4. Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [ULP r 7A]. 5. Authority to require an owner occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r 7].

	6. To carry out the powers, functions and duties of the City's local laws relevant to the obstruction of footpaths and thoroughfares.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Actions under this Delegation must comply with procedural requirements detailed in <i>the Local Government (Uniform Local Provisions) Regulations 1996</i>. 2. Permission may only be granted where, the proponent has: i. Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction. ii. Provided a bond, if requested, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government (Uniform Local Provisions) Regulations 1996 – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995 City of Belmont Consolidated Local Law 2020 City of Belmont Policy Manual – Council City of Belmont Policy Manual – Operational Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005.



	Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index.

Version Control:

1	Incorporates DA21 Verge Permits in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.9 Gates Across Public Thoroughfares

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r 9 Permission to have gate across public thoroughfare – Sch.9.1 s 5(1)
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to provide, or refuse to provide, permission to have a gate or other device across a local government thoroughfare that permits the passage of vehicle traffic and prevents livestock straying [ULP r 9(1)]. 2. Authority to require an applicant to publish a notice of the application in a manner thought fit for the purpose of informing persons who may be affected by the proposed gate or device [r 9(2)]. 3. Authority to impose conditions on granting permission [ULP r 9(4)]. 4. Authority to renew permission, or at any other time vary any condition, effective upon written notice to the person to whom permission was granted [ULP r 9(5)]. 5. Authority to cancel permission by written notice, and request the person to whom permission was granted to remove the gate or device within a specified time [ULP r 9(6)].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Actions under this Delegation must comply with procedural requirements detailed in <i>the Local Government (Uniform Local Provisions) Regulations 1996</i>.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees
Compliance Links:	Local Government (Uniform Local Provisions) Regulations 1996 – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995

	<u>City of Belmont Consolidated Local Law 2020</u> City of Belmont Policy Manual – Council City of Belmont Policy Manual – Operational Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index. Record Keeping requirement of <i>Local Government (Uniform Local Provisions) Regulations 1996</i> must be met.

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.10 Public Thoroughfare – Dangerous Excavations

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r 11(1), (4), (6) & (8) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6 <i>City of Belmont Consolidated Local Law 2020 Part 3,</i>
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to determine if an excavation in or on land adjoining a public thoroughfare is dangerous and take action to fill it in or fence it or request the owner / occupier in writing to fill in or securely fence the excavation [ULP r 11(1)]. 2. Authority to determine to give permission or refuse to give permission to make or make and leave an excavation in a public thoroughfare or land adjoining a public thoroughfare [ULP r 11(4)]. 3. Authority to impose conditions on granting permission [ULP r 11(6)]. 4. Authority to renew a permission granted or vary at any time, any condition imposed on a permission granted [ULP r 11(8)]. 5. To carry out the powers, functions and duties of the City's local laws relevant to thoroughfares.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Actions under this Delegation must comply with procedural requirements detailed in <i>the Local Government (Uniform Local Provisions) Regulations 1996</i>.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees
Compliance Links:	Local Government (Uniform Local Provisions) Regulations 1996 – prescribe applicable statutory procedures

	Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995 City of Belmont Consolidated Local Law 2020 City of Belmont Policy Manual – Council City of Belmont Policy Manual – Operational Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index.

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

1.1.1 Crossing from public thoroughfare to private land or private thoroughfare

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r 12(1) Crossing from public thoroughfare to private land or private thoroughfare – Sch.9.1 s 7(2) r 13(1) Requirement to construct or repair crossing – Sch.9.1 s 7(3) <i>City of Belmont Consolidated Local Law 2020 Part 3,</i>
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Upon application, approve the construction of a crossing giving access from a public thoroughfare to the land, or a private thoroughfare serving the land. 2. Authority to determine the specifications for the construction of the crossing to the satisfaction of the Local Government. 3. Authority to give notice to an owner or occupier of land requiring the person to construct or repair crossing and if the notice is not complied with initiate works to construct/repair crossing and recover costs in accordance with Regulation 13.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Actions under this Delegation must comply with procedural requirements detailed in <i>the Local Government (Uniform Local Provisions) Regulations 1996</i>.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees
Compliance Links:	Local Government (Uniform Local Provisions) Regulations 1996 – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995 City of Belmont Consolidated Local Law 2020



	Council Policy 1Asset Management Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index.

Version Control:

1	New Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.12 Requirement to construct and repair crossing

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r 13(1) Requirement to construct or repair crossing – Sch.9.1 s 7(3) <i>City of Belmont Consolidated Local Law 2020</i> Part 3,
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Give a person who is the owner or occupier of private land a notice in writing requiring the person to construct or repair a crossing from a public thoroughfare. 2. Construct or repair the crossing and recover 50% of the cost if the person fails to comply with the notice.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. <i>Local Government (Uniform Local Provisions) Regulations 1996</i> r 14(2)(b) Role of Commissioner of Main Roads must be complied with. 2. That due process be followed for the issuing of a notice under section 3.25 of the <i>Local Government Act 1995</i> for a notice served under Regulation 14(3).
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government (Uniform Local Provisions) Regulations 1996 – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995 City of Belmont Consolidated Local Law 2020 Council Policy 1 Asset Management Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index: 11/005.



	Associated Documentation to be retained in relevant ECM index.

Version Control:

1	New Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.13 Private Works on, over or under Public Places

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r 17(4) & (5) Private works on, over, or under public places r 17(5) Imposition of conditions <i>City of Belmont Consolidated Local Law 2020</i> Parts 3,7,8
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Grant permission or conditional permission to a person to construct anything on, over or under a public thoroughfare or other public place that is local government property.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government (Uniform Local Provisions) Regulations 1996 – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995 City of Belmont Consolidated Local Law 2020 Council Policy 1Asset Management Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation to be retained in relevant ECM index.

Version Control:



1	New Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

1.1.14 Procurement: Tenders; Tender Exemptions; Purchases (\$50,000-\$250,000) & Associated Contract Variations

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996 Part 4:</i> r.11 When tenders must be publicly invited r.13 Requirements when local government invites tenders though not required to do so r.14 Publicly inviting tenders, requirements for r.18 Rejecting and accepting tenders r.20 Variation of requirements before entry into contract r.21A Varying a contract for the supply of goods or services
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. To call tenders and set weighted criteria as outlined in the relevant legislation and this delegation. 2. To authorise procurement and accept tenders in accordance with the conditions of this delegation. 3. To vary a contract prior to entry into a contract with a successful tenderer in accordance with reg 20. 4. To vary a contract already entered subject to reg 21A. 5. To authorise procurement and accept quotations in accordance with the conditions of this delegation. 6. To make, vary or discharge a contract that is formed through a non-tender process subject to reg 11(2).
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation . This delegation must be read in conjunction with the Council approved Purchasing Policy and the regulations and the following specific additional conditions for this delegation.

	Additional Conditions: 1. <u>Tenders:</u> Calling of tenders may only occur where there is an approved Council budget provision in the current year. The Chief Executive Officer: • may accept tenders, where there is a Council budget provision approved in the current year for the following: ○ Annual supplies of a routine operational nature within budget amount and where the contract is: ▪ for no greater than 5-years and ▪ expenditure is no more than \$250,000 per annum. ○ New capital items where the tender amount for the capital item is less than amount of \$250,000, including changeover costs where relevant and is within the identified budget amount. • may reject tenders of any amount ((reg 18(5) <i>Local Government (Functions and General) Regulations 1996</i>)) • may accept tenders relating to the disposal of impounded perishable and non-perishable goods in accordance with s3.47 of the <i>Local Government Act 1995</i>. • 2. Exemptions from Tender (Reg 11(2) <i>Local Government (Functions & General) Regulations 1996</i>) and Purchases (\$50,000-\$250,000) The CEO • may authorise purchases that are exempt from tendering regulations as outlined in regulation 11.2, excluding 2(d) of the <i>Local Government (Functions and General) Regulations 1996</i>, (i.e. State Government Common User Arrangement (CUA); WALGA preferred Suppliers provided a Council approved budget position applies; and • may approve purchases where there is a Council budget provision approved in the current year for the following: ○ Annual supplies of a routine operational nature within budget amount and where the contract is: ▪ for no greater than 5-years; and ▪ expenditure is no more than \$250,000 per annum.

	○ New capital items where the tender amount for the capital item is less than amount of \$250,000, including changeover costs where relevant and is within the identified budget amount. 3. Contract Variations 3.1 Contract Variations - Tender <u>Pre-Contract:</u> <i>Note: A minor variation is defined as a variation that the local government is satisfied is minor having regard to the total goods or services that tenderers were invited to supply ((Local Government (Functions and General) Regulations 1996 Reg 20)), and:</i> ○ Does not alter the nature of the goods and/or services procured; and ○ Does not materially alter the specification or structure provided for by the initial tender; and ○ Is less than 10% of the original tendered price. <i>A tender cannot be varied outside the above definition.</i> The CEO may approve minor variations (see definition above) regarding the scope of work specified in a tender, following the receipt of submission, but prior to entering into a contract, provided there are sufficient funds being available within the approved budget for that item ((Reg 20 <i>Local Government (Functions and General) Regulations 1996</i>)). <u>Post Contract:</u> The CEO may approve a variation(s) to tender, limited to 10% of the total tender value (cumulative), or the value of their purchasing authority, whichever is the lesser amount after entering into a contract where the variation was unforeseen and is necessary in order for the goods or services to be supplied, and does not significantly change the contract scope in accordance with Reg 21A(a) <i>Local Government (Functions and General) Regulations 1996</i>. 3.2 Contract Variations - Exempt and Procurement (\$50,000 - \$250,000) <u>Pre-Contract:</u>

	CEO may approve minor variations (see definition below) regarding to the scope of work specified in the quotation, following the receipt of submission, but prior to entering into a contract provided there are sufficient funds being available within the approved budget for that item. • A minor variation is defined as a variation that the local government is satisfied, is minor having regard to the total goods or services that were invited to supply and: ○ Does not alter the nature of the goods and/or services procured; and ○ Does not materially alter the specification or structure provided for by the initial quotation process; and ○ Is less than 10% of the original quoted price. <u>Post Contract:</u> CEO may approve minor variations in a contract that has been entered into provided that there are sufficient funds, being available within the approved budget for that item and the variation complies with the definition of a minor variation above. • Approve minor variations that were unforeseen and necessary for the supply of the goods or services. Variations (in total) are limited to a maximum of 10% (cumulative total) of the procurement value for the contract; or the value of the delegated officers' purchasing authority, whichever is the lesser. 4. <u>Extension of Contracts:</u> • Contracts formed from tender process: ○ Where a tender is accepted that includes an option to extend the contract beyond the initial period, the Chief Executive Officer may exercise or decline that option (Reg 21A(b) <i>Local Government (Functions and General) Regulations 1996</i>). • Where any other contract is accepted with an option to extend the contract beyond the initial period, the Chief Executive Officer may exercise or decline that option. 5. <u>Expressions of Interest (EOI's) (Reg 21(1) Local Government (Functions & General) Regulations 1996):</u>

	To call, accept the short listing and if required reject all Expression of Interests.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	<u>Local Government Act 1995</u> <u>Local Government (Functions and General) Regulations 1996</u> Council Policy 29 Purchasing Policy Operational Policy: BEXB32 Decision Making Policy – Decision Level 3 Purchase Orders – Authority Limits Policy
Record Keeping:	Maintain Tender Register, recording details of decisions under this delegation and insert ECM-links to relevant evidentiary documents. Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> reg.19 Delegates to keep certain records, are retained in the City's record keeping systems.

Version Control:

1	Formerly incorporated as DA04 Tenders in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

1.1.15 Acquisition of Land

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s 3.59 Commercial enterprises by local government
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Undertake the function of acquiring land, including lease and purchase.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Acquire 'real property', which is specifically identified within the current approved Budget with a value of up to \$1,000,000. 2. Acquire a leasehold interest in property for a cumulative cost over the life of the lease of up to \$1,000,000
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995: s 3.59 Commercial enterprises by local government Local Government (Functions and General) Regulations 1996 Part 3 Council Policy 29 Purchasing Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation to be retained in relevant ECM index.

Version Control:

1	Formerly incorporated as DA05 Acquisition and Disposal of Land in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.



I.1.16 Disposal of Land

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s 3.58 Disposal of Property
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Undertake the function of disposing of land including through lease and sale. 2. Authority to dispose of property to: • the highest bidder at public auction [s 3.58(2)(a)]. • the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tender [s 3.58(2)(b)] 3. Authority to dispose of property by private treaty only in accordance with s 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice [s 3.58(3)]. 4. Manage lease / licence clauses, including but not limited to terminations, renewal options, assignments, subletting, and the establishment of special conditions or variations to payment schedules.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Dispose of 'real property', which is specifically identified within the current approved Budget with a value of up to \$1,000,000. 2. Dispose of a leasehold interest in property for a cumulative value over the life of the lease of up to \$1,000,000. 3. Assignment of leases and licences is subject to appropriate Police Clearances and Credit Checks (where unsatisfactory and the officer recommendation is to proceed refer to Council for decision). Conditions for Additional Conditions 1 and 2: The exercise of this power does not include the power of delegation.

Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees
Compliance Links:	<u>Local Government Act 1995:</u> s 3.58 Disposal of Property s 3.59 Commercial enterprises by local government <u>Local Government (Functions and General) Regulations 1996</u> Part 3 Council Policy 29 Purchasing Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation to be retained in relevant ECM index.
Version Control:	
1	Formerly incorporated as DA05 Acquisition and Disposal of Land in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.17 Disposal of Property (other than land)

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s 3.58 Disposal of Property <i>Local Government (Functions and General) Regulations 1996 –</i> r 30 (3) Dispositions of property excluded from Act s 3.58
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Dispose (includes to sell, lease, or otherwise dispose of whether absolutely or not) of assets (not including land surplus to the City's operational needs. Dispose as defined in the Act includes to sell, lease, or otherwise dispose of whether absolutely or not. Property as defined in the Act includes the whole or any part of the interest of a local government in property, but does not include money.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Limited to the disposal of minor plant or asset with a depreciated value of less than \$20,000 without the requirement for Council approval. 2. Limited to the disposal of a plant item or asset with a depreciated value of no more than \$90,000 in accordance with the requirements of s 3.58. 3. Donation of low value equipment, machinery and other materials in accordance with policy <i>51 Donation of Disused Equipment, Machinery and Other Materials</i> .
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Version Control:



1	Formerly incorporated as DA06 Disposal of Assets in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.18 Municipal or Trust Funds: Payments and Procedures

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 6.7 Municipal fund s 6.9 (3) Trust fund <i>Local Government (Financial Management) Regulations 1996</i> r 11 Payments, procedures for making etc. r 12 Payments from municipal fund or trust fund, restrictions on making
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Make payments from the Trust and Municipal Fund in accordance with procedures.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 Local Government (Financial Management) Regulations 1996 - r 5 CEO's duties as to financial management r 13 Payments from municipal fund or trust fund by CEO, CEO's duties as to etc. Local Government (Audit) Regulations 1996 Department of Local Government, Sport and Cultural Industries Operational Guideline No.11 – Use of Corporate Credit Cards Department of Local Government, Sport and Cultural Industries: Accounting Manual Council Policy 29 Purchasing

	Council Policy 30 Corporate Credit and Debit Cards Council Policy 43 Organisational Record Keeping Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19 Minute details of Council's resolution to receive the Authorised Cheque Listing and retain Cheque Vouchers, including electronic transfer records as evidence of decisions to make payments. Records of exercise of delegated authority to be retained in ECM index: 11/005. Associated Documentation to be retained in relevant ECM index.

Version Control:

1	Formerly DA07 Municipal and Trust Fund/Procedures and Payments in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.19 Grant Concession, Waive or Write Off Debts

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 6.12(1)(b), (c) and (3)
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Waive a debt which is owed to the City of Belmont [s 6.12(1)(b)]. 2. Grant a concession in relation to money which is owed to the City of Belmont [s 6.12(1)(b)]. 3. Write off an amount of money which is owed to the City of Belmont [s 6.12(1)(c)]
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Authorise a waiver, grant a concession or write off an amount of money owed to the City to a maximum value of \$5,000 per individual sundry debtor per financial year. 2. Write offs to be reported to Council on a quarterly basis with the Sundry Debtors Listing. 3. Reversals of incorrectly charged debts are not considered to be a write off.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 43 Organisational Record Keeping Operational Policy: BEXB32 Decision Making Policy – Decision Level 3



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19 Records of exercise of delegated authority to be retained in ECM index: 11/005. Associated Documentation to be retained in relevant ECM index.

Version Control:

1	Formerly incorporated as DA08 Waiver or Concessions – Granting in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.20 Investments

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 6.14 Power to invest <i>Local Government (Financial Management) Regulations 1996:</i> r 19 Investments, control procedures for
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Money held in the municipal fund or the trust fund that is not, for the time being, required by the local government for any other purpose may be invested in accordance with Part III of the <i>Trustees Act 1962</i> . Establish and document internal control procedures to ensure control over investments that enable the identification of the nature and location of all investments and the transactions related to each investment.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees
Compliance Links:	Local Government Act 1995 Local Government (Financial Management) Regulations 1996 - Council Policy 31 Investment Operational Policy: BEXB32 Decision Making Policy – Decision Level 3



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19 Delegates to keep certain records are retained in the City's record keeping systems. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly incorporated as DA09 Investments in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.21 Recovery of Unpaid Rates

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 6.55 Recovery of rates and service charges. s 6.56 (1) Rates or service charges recoverable in court. s 6.60 Local government may require lessee to pay rent. s 6.64 Actions to be taken. s 6.69 (2) (3) Right to pay rates, service charges and costs, and stay proceedings. s 6.74 (1) Power to have land retested in the Crown if rates in arrears 3 years. Schedule 6.2(1) [1] Provisions relating to lease of land where rates or service charges unpaid [s 6.65]. Schedule 6.3(1) [4] and (4) [1] Provisions relating to sale or transfer of land where rates or service charges unpaid [s 6.68(3)].
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Undertake recovery of overdue unpaid rates, as well as the costs of proceedings, if any, for that recovery, incurred in a court of competent jurisdiction. As part of the legal recovery of rates and charges in court, documents such as summonses and warrants are required to be duly authorised.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Legal representation is limited by the Magistrates Court (Civil Proceedings) Act 2004.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees
Compliance Links:	Local Government Act 1995 – Part 6, Division 6 Subdivision 6 and Schedule.6.3 prescribe procedures relevant to exercise of authority under this delegation.

	• refer s 6.61 and 6.62 and Schedule 6.2 prescribe procedures relevant to exercise of authority under s 6.60 <u>Local Government (Financial Management) Regulations 1996</u> – regulations 72 – 78 prescribe forms and procedures relevant to exercise of authority under this delegation. <u>Interpretation Act 1984</u> <u>Magistrates Court (Civil Proceedings) Act 2004</u> – Part 4 Council Policy 32 Collection of Rates Council Policy 33 Pensioner's Outstanding Refuse Charges Council Policy 34 Pensioner/Senior Rates Arrears Council Policy 35 Financial Hardship Policy (COVID-19) Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19 Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA10 Recovery of Unpaid Rates in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.22 Administration of Local Laws

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Powers to determine applications, issue and apply conditions to approvals, consents, permits, licences and registrations, undertake enforcement functions and exercise discretion under the following local laws: Consolidated Local Laws 2020 Health Local Laws 2002
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To administer the City of Belmont Local Laws.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: • Infringements may only be issued by persons authorised for the purposes of section 9.16 of the <i>Local Government Act 1995</i> • Determinations under Part 13 of the Consolidated Local Law 2020 require a Resolution of Council.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 Part 9 Division 1 Objections and Review Part 9 Division 2 Enforcement and Legal Proceedings Fines Penalties and Infringement Notices Enforcement Act 1994 Council Policies Council Policy 47 Dangerous Trees Council Policy 48 Urban Forest Policy

	Council Policy 55 Naming Or Renaming Of Street, Parks And Reserves Council Policy 58 Personalisation Of Council Owned Buildings By Users Council Policy 44 Street Numbering, Renumbering and Renaming Operational policies BB4 Manholes and Stormwater Connections BEXB24 Refuse Charges NB2 Storm Water Disposal from Private Properties SB12 Sausage Sizzle and Low Risk Food Manufacture and Sale by Charities and Community Groups SB13 Community Clothing Collection Bins SB14 Temporary Caravan Accommodation SB18 Commercially Run Temporary and Mobile Food Business Applying to Operate Within the City SB20 Dogs – Keeping of Three Dogs Operational Policy: BEXB32 Decision Making Policy – Decision Level 4
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	New Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.23 Extension for Rate Exemption Application

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s 6.76 Grounds of objection
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Determine an application to extend the time for lodging an objection to the rate record where an objection is to be made relating to a rates exemption in accordance with s 6.26 Rateable Land beyond 42 days from the date of service of the rate notice.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Applications for an extension are to be made in writing. 2. A recommendation on a rates exemption is to be referred to Council.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 Part 6 Division 6 Subdivision 7 Objections and Review Council Policy 32 Collection of Rates Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record decision to approve or not approve the application for extension of time and insert ECM-links to evidentiary documents



Version Control:

1	Formerly DA 12 Extension for Rate Exemption Application in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.24 Variation of Meeting Date – Annual Electors Meeting

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 5.27 Electors' general meetings
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To vary the Annual Electors Meeting date from the date as outlined in Council Policy 7 Council, Committee and Briefing Meeting Schedule should the need arise.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate: Appointed by CEO	The CEO has exercised the right not to sub-delegate this Delegation

Compliance Links:	Local Government Act 1995 Council Policy 7 Council, Committee and Briefing Schedule Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA 13 Authorised Officers – Variation of Meeting Date – Annual Electors Meeting in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.25 Bank Accounts

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s6.6 Funds to be established <i>Local Government (Financial Management) Regulations 1996</i> r 8 Separate bank etc. accounts required for some moneys
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Maintain separate accounts with a bank or other financial institution for money required to be held in: - the municipal fund; - the trust fund; - reserve accounts; and common investment authorised by the Act.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees
Compliance Links:	Local Government Act 1995 Part 6 Division 4 Council Policy 31 Investment Operational Policy: BEXB32 Decision Making Policy – Decision Level 3



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA 11 Bank Accounts in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.26 Discretionary Gratuity Payments

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 5.50– Payments to employees in addition to contract or award
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To determine if a discretionary Gratuity payment should be made to a finishing employee under clause 23.1.1(d) of the City of Belmont Certified Agreement (2004) or clause 21.1.1(d) of the City of Belmont Certified Agreement (Operations) 2006.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Any discretionary payments made through this delegation are to be advertised in accordance with s 5.50 and must comply with the limitations contained in the regulations.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 s5.50. (2) Local Government (Administration) Regulations 1996 19A. Payments in addition to contract or award, limits of (Act s 5.50(3)) Fair Work Act 2009 Council Policy 39 Gratuity Payments and Gifts to Employees City of Belmont Certified Agreement (2004) - Inside Staff Certified Agreement (Operations) 2006 Operational Policy: BEXB32 Decision Making Policy – Decision Level 2



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA 14 Discretionary Gratuity Payments in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.27 Determination of Applications for Legal Representation for Elected Members and Employees

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 6.7 Municipal fund s 9.56 Certain persons protected from liability for wrongdoing.
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To determine an application seeking financial assistance for Legal Representation not exceeding an amount of \$5000.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. The authority to approval applications for legal representation for Council members and employees is limited to a maximum of \$5,000 as per Council Policy 28Legal Representation for Elected Members and Employees. Amounts above \$5,000 are to be determined by Council. 2. Council is to be informed of any exercise of this delegation in accordance with Council Policy; 3. The determination must be made pursuant to Council Policy 28Legal Representation for Council Members and Employees'.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees
Compliance Links:	Local Government Act 1995 s6.7 (2) s9.56 Certain persons protected from liability for wrongdoing Local Government Operational Guideline Legal Representation for Council Members and Employees

	Council Policy 28 Legal Representation for Elected Members and Employees Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> reg.19 Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA 15 Determination of Applications for Legal Representation for Council Members and Employees in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.28 Donations – Disaster Relief

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 6.7 Municipal Fund <i>Local Government (Financial Management) Regulations 1996</i> Payments from municipal fund or trust fund, restrictions on making
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To approve the provisions of funds towards appeals where natural disasters have occurred in accordance with the Donations – Financial Assistance Policy (Council Policy50)
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Limit on Delegation is \$5,000 as outlined within Council Policy 50 Donations – Financial Assistance. 2. The amount to be proposed must be undertaken in liaison with the Mayor. 3. All Elected Members are to be consulted on the proposed donation amount, and if no agreement is reached a decision will then be referred to Council for further determination. 4. All amounts over \$5,000 are to be determined by Council resolution.
Delegator: Power / Duty assigned in legislation to:	Council

Compliance Links:	Local Government Act 1995 s 6.7 Municipal Fund Local Government (Financial Management) Regulations 1996 : 12. Payments from municipal fund or trust fund, restrictions on making Council Policy 50 Donations - Financial Assistance



	Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA16 Donations – Disaster Relief in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.29 Community Contribution Funds

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 6.7 Municipal Fund <i>Local Government (Financial Management) Regulations 1996:</i> 12. Payments from municipal fund or trust fund, restrictions on making
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To approve applications for the release of funds as part of the Community Contribution Fund through requests for financial assistance in accordance with the Donations – Financial Assistance policy (Council Policy 50)
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Limit on Delegation is \$5,000 as outlined within Council Policy 50 Donations – Financial Assistance. 2. All amounts over \$5,000 are to be determined by Council resolution. 3. Expenditure to be within approved budget and must be in accordance with programs outlined in Council Policy 50 Donations – Financial Assistance. 4. Delegation is only to be exercised where there is a direct benefit to the City of Belmont Residents and communities.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees
Compliance Links:	Local Government Act 1995 s 6.7 Municipal Fund Local Government (Financial Management) Regulations 1996: 12. Payments from municipal fund or trust fund, restrictions on making Council Policy 50 Donations - Financial Assistance Operational Policy: BEXB32 Decision Making Policy – Decision Level 2



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA 17 Community Contribution Funds in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.30 Belmont Business Innovation Grants

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 6.7 Municipal Fund <i>Local Government (Financial Management) Regulations 1996:</i> 12. Payments from municipal fund or trust fund, restrictions on making
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Undertake the function of approving the release of funds as part of the Belmont Business Innovation Grants (BBIG) to a maximum limit of \$10,000 per application.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Expenditure to be within approved Budget and in accordance with approved guidelines
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 s 6.7 Municipal Fund Local Government (Financial Management) Regulations 1996: 12. Payments from municipal fund or trust fund, restrictions on making Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005.



	Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA 18 Belmont Business Innovation Grants in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.31 Receiving Legal Documents to be Served on the City

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 9.51 giving documents to local government
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To receive legal documents served upon the City by another party (i.e. subpoenas), these include documents prepared for compliance with; • <i>Magistrates Court Act 2004</i> • <i>District Court of WA Act 1969</i> • <i>Supreme Court Act 1975</i> • <i>High Court of Australia Act 1979</i>
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Unless a position title is included in the document this delegation does not extend to documents being served personally on an individual by name.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 Operational Policy: BEXB32 Decision Making Policy – Decision Level 2.
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.



Version Control:

1	Formerly DA 19 Receiving of Legal Documents to be served on the City in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

BUILDING ACT 2011 DELEGATIONS

2.1 Council to CEO / Employees

2.1.1 Grant a Building Permit

Delegator: Power / Duty assigned in legislation to:	Permit Authority (Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Building Act 2011:</i> s 127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s 18 Further Information s 20 Grant of building permit s 22 Further grounds for not granting an application s 27(1) and (3) Impose Conditions on Permit <i>Building Regulations 2012:</i> r 23 Application to extend time during which permit has effect (s 32) r 24 Extension of time during which permit has effect (s 32(3)) r 26 Approval of new responsible person (s 35(c))
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to require an applicant to provide any documentation or information required to determine a building permit application [s 18(1)]. 2. Authority to grant or refuse to grant a building permit [s 20(1) & (2) and s 22]. 3. Authority to impose, vary or revoke conditions on a building permit [s 27(1) and (3)]. 4. Authority to determine an application to extend time during which a building permit has effect [r 23]. i. Subject to being satisfied that work for which the building permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r 24(1)] ii. Authority to impose any condition on the building permit extension that could have been imposed under s 27 [r 24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a building permit [r 26].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions:

	In issuing permits, licences and approvals ensure the Code of Conduct requirements for 'Quasi-Judicial Role' are applied. Notify Council of all refusals to grant Permits.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation - CEO)

Compliance Links:	<i>Building Act 2011</i> s 119 Building and demolition permits – application for review by SAT s 23 Time for deciding application for building or demolition permit s 17 Uncertified application to be considered by building surveyor <i>Building Regulations 2012</i> – r 25 Review of decision to refuse to extend time during which permit has effect (s 32(3)) – reviewable by SAT <i>Building Services (Registration Act) 2011</i> – Section 7 <i>Home Building Contracts Act 1991</i> – Part 3A, Division 2 – Part 7, Division 2 <i>Building and Construction Industry Training Levy Act 1990</i> <i>Heritage Act 2018</i> Operational Policy: BEXB32 Decision Making Policy – Decision Level 3.
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly part of DA20 Building Act 2011 in the 2020-2021 Delegations Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

2.1.2 Demolition Permits

Delegator: Power / Duty assigned in legislation to:	Permit Authority (Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Building Act 2011:</i> s 127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s 18 Further Information s 21 Grant of demolition permit s 22 Further grounds for not granting an application s 27(1) and (3) Impose Conditions on Permit <i>Building Regulations 2012</i> r 23 Application to extend time during which permit has effect (s 32) r 24 Extension of time during which permit has effect (s 32(3)) r 26 Approval of new responsible person (s 35(c))
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to require an applicant to provide any documentation or information required to determine a demolition permit application [s 18(1)]. 2. Authority to grant or refuse to grant a demolition permit on the basis that all s 21(1) requirements have been satisfied [s 20(1) & (2) and s 22]. 3. Authority to impose, vary or revoke conditions on a demolition permit [s 27(1) and (3)]. 4. Authority to determine an application to extend time during which a demolition permit has effect [r 23]. i. Subject to being satisfied that work for which the demolition permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r 24(1)] ii. Authority to impose any condition on the demolition permit extension that could have been imposed under s 27 [r 24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a demolition permit [r 26].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions:

	In issuing permits, licences and approvals ensure the Code of Conduct requirements for 'Quasi-Judicial Role' are applied. Notify Council of all refusals to grant Permits.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation - CEO)

Compliance Links:	<i>Building Act 2011</i> s 119 Building and demolition permits – application for review by SAT s 23 Time for deciding application for building or demolition permit <i>Building Services (Complaint Resolution and Administration) Act 2011</i> — Part 7, Division 2 Building and Construction Industry Training Levy Act 1990 <i>Heritage Act 2018</i> Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly part of DA20 Building Act 2011 in the 2020-2021 Delegations Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

2.1.3 Occupancy Permits or Building Approval Certificates

Delegator: Power / Duty assigned in legislation to:	Permit Authority (Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Building Act 2011:</i> s 127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s 55 Further information s 58 Grant of occupancy permit, building approval certificate s 62(1) and (3) Conditions imposed by permit authority s 65(4) Extension of period of duration <i>Building Regulations 2012</i> r 40 Extension of period of duration of time limited occupancy permit or building approval certificate (s 65)
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to require an applicant to provide any documentation or information required in order to determine an application [s 55]. 2. Authority to grant, refuse to grant or to modify an occupancy permit or building approval certificate [s 58]. 3. Authority to impose, add, vary or revoke conditions on an occupancy permit [s 62(1) and (3)]. 4. Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect [s 65(4) and r 40].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: • In issuing permits, licences and approvals ensure the Code of Conduct requirements for 'Quasi-Judicial Role' are applied. Notify Council of all refusals.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation - CEO)
Compliance Links:	Building Act 2011 s 59 time for granting occupancy permit or building approval certificate s 60 Notice of decision not to grant occupancy permit or grant building approval certificate

	s 121 Occupancy permits and building approval certificates – application for review by SAT <u>Building Services (Complaint Resolution and Administration) Act 2011</u> – Part 7, Division 2 <u>Building and Construction Industry Training Levy Act 1990</u> <u>Heritage Act 2018</u> Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly part of DA20 Building Act 2011 in the 2020-2021 Delegations Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

2.1.4 Designate Employees as Authorised Persons

Delegator: Power / Duty assigned in legislation to:	Permit Authority (Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Building Act 2011:</i> s 127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s 96(3) authorised persons s 99(3) Limitation on powers of authorised person
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to designate an employee as an authorised person [s 96(3)]. 2. Authority to revoke or vary a condition of designation as an authorised person or give written notice to an authorised person limiting powers that may be exercised by that person [s 99(3)]. NOTE: An <i>authorised person</i> for the purposes of s 96(3) and 99(3) is <u>not</u> an <i>approved officer</i> or <i>authorised officer</i> for the purposes of Building Reg. 70.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Decisions under this delegated authority should be in accordance with r 5 of the <i>Building Regulations 2012</i>.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation - CEO)

Compliance Links:	Building Act 2011: s 97 each designated authorised person must have an identity card. r 5A Authorised persons (s 3) – definition Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.



Version Control:

1	Formerly part of DA01 Appointment of Authorised Officers in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

2.1.5 Building Orders

Delegator: Power / Duty assigned in legislation to:	Permit Authority (Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Building Act 2011:</i> s 127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s 110(1) A permit authority may make a building order s 111(1) Notice of proposed building order other than building order (emergency) s 117(1) and (2) A permit authority may revoke a building order or notify that it remains in effect s 118(2) and (3) Permit authority may give effect to building order if non-compliance s 133(1) A permit authority may commence a prosecution for an offence against this Act
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	- Authority to make Building Orders in relation to: - Building work - Demolition work - An existing building or incidental structure [s 110(1)]. - Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s 111(1)(c)]. - Authority to revoke a building order [s 117]. - If there is non-compliance with a building order, authority to cause an authorised person to: - take any action specified in the order; or - commence or complete any work specified in the order; or - if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease [s 118(2)]. - Authority to take court action to recover as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order [s 118(3)]. - Authority to initiate a prosecution pursuant to section 133(1) for non-compliance with a building order made pursuant to s 110 of the <i>Building Act 2011</i>.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions:

	In issuing permits, licences and approvals ensure the Code of Conduct requirements for 'Quasi-Judicial Role' are applied.
	Notify Council of all Orders issued.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation - CEO)

Compliance Links:	<i>Building Act 2011:</i> s 111 Notice of proposed building order other than building order (emergency) s 112 Content of building order s 113 Limitation on effect of building order s 114 Service of building order Part 9 Review - s 122 Building orders – application for review by SAT Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly part of DA20 Building Act 2011 in 2020-2021 Delegations Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

2.1.6 Alternative Solutions – Private Pool Barriers and Smoke Alarms

Delegator: Power / Duty assigned in legislation to:	Permit Authority (Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Building Act 2011:</i> s 127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Regulations 2012:</i> r 51 Approvals by permit authority. r 55 Terms used (alternative building solution approval). r 61 Local government approval of battery powered smoke alarms.
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to approve requirements for alternatives to a fence, wall, gate or other component included in the barrier, if satisfied that the alternative requirements satisfy the relevant requirements of r 51(2), (3) & (5). 2. Authority to approve alternative solutions to meet the requirements of the Building Code relating to fire detection and early warning. 3. Authority to approve or refuse to approve battery operated smoke alarms and determine the form of an application for such approval (r 61).
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: • In issuing permits, licences and approvals ensure the Code of Conduct requirements for 'Quasi-Judicial Role' are applied. Notify Council of all refusals.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation - CEO)
Compliance Links:	Building Act 2011 Building Regulations 2012 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19.



	Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

2.1.7 Designate Employees as Approved and Authorised Persons (r70)

Delegator: Power / Duty assigned in legislation to:	Permit Authority (Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Building Act 2011:</i> s 127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Regulations 2012:</i> r 70 Approved officers and authorised officers
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to appoint an approved officer for the purposes of s 6(a) of the <i>Criminal Procedure Act 2004</i>, in accordance with Building Regulation 70(1) and (1A). NOTE: Only employees delegated under s 5.44(1) of the <i>Local Government Act 1995</i> with power under s 9.19 or 9.20 may be appointed as “approved officers”. 2. Authority to appoint an authorised officer for the purposes of s 6(b) of the <i>Criminal Procedure Act 2004</i>, in accordance with Building Regulation 70(2). NOTE: Only employees appointed under s 9.10 of the <i>Local Government Act 1995</i> and authorised for the purpose of performing functions under s 9.16 of that Act may be appointed as “authorised officers” for the purposes of Building Regulation 70(2).
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation - CEO)
Compliance Links:	Building Act 2011: s 97 each designated authorised person must have an identity card. r 5A Authorised persons (s 3) – definition Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> reg.19



	Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly part of DA01 Appointment of Authorised Officers in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

BUSH FIRES ACT 1954 DELEGATIONS

3.1 Council to CEO and Bush Fire Control Officer

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Bush Fires Act 1954:</i> s 48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i>
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	All powers duties and functions of the local government under the <i>Bush Fires Act 1954</i> including s59 & S59A, and associated Regulations
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil.
Delegation to	Chief Bushfire Control Officer Manager Safer Communities
Express Power or Duty Delegated:	s 59 Prosecution of Offences s 59A Alternative Procedure – infringement notices
Conditions of Delegation	Standard Conditions as above apply. Withdrawal of Infringements may only be made by the Chief Executive Officer (<i>r4(a) Bush Fire (Infringement) Regulations 1978</i>)
Express Power to Sub-Delegate:	NIL – Sub-delegation is prohibited by s 48(3)
Compliance Links:	Bush Fires Act 1954 Bush Fire (Infringement) Regulations 1978 Bush Fire Regulations 1954 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3.
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005.



	Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA24 Bush Fires Act – Powers and Functions in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

CAT ACT 2011 DELEGATIONS

4.1 Council to CEO

4.1.1 Cat Act 2011 – Administration and Enforcement

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Cat Act 2011:</i> s 44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s 9 Registration s 10 Cancellation of registration s 11 Registration numbers, certificates and tags s 26 Cat control notice may be given to cat owner s 37 Approval to Breed Cats s 38 Cancellation of approval to breed cats s 39 Certificate to be given to approved cat breeder s 49(3) s 73 Prosecutions <i>Cat Regulations 2012</i> Schedule 3, cl.1(4) Fees Payable Schedule 3, cl1(2) & (3) <i>Cat (Uniform Local Provisions) Regulations 2013:</i> r 8 Application to keep additional number of cats. r 9 Grant of approval to keep additional number of cats. <i>City of Belmont Consolidated Local Law 2020</i> relevant sections pertaining to animals.
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authorised to: 1. Exercise any of the City's powers or the discharge of any of its duties under the <i>Cat Act 2011</i> . Appoint such persons to be Authorised Persons for performing particular functions under this Act.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: - s 48(2) A person who is not an employee of a local government cannot be appointed to be an authorised person for the purposes of s 62 (Infringement notices). - Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the <i>Cat Act 2011</i>.

	Reduction or waiver of fees in relation to any class of cat must be a decision of Council and included in the Fees and charges in accordance with s 6.16, 6.17 & 6.18 of <i>Local Government Act 1995</i>.
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s 45 Delegation by CEO of local government Note: s 45(6) A power or duty under s 63, 64 or 65 cannot be delegated to an authorised person.

Compliance Links:	Cat Act 2011 Cat Regulations 2012 r 11 Application for registration (s 8(2)), prescribes the Form of applications for registration. r 12 Period of registration (s 9(7)) r 11 Changes in registration r 14 Registration certificate (s 11(1)(b)) r 15 Registration tags (s 76(2)) r 21 Application for approval to breed cats (s 36(2)) r 22 Other circumstances leading to refusal of approval to breed cats (s 37(2)(f)) r 23 Person who is not refused approval to breed cats (s 37(5)) r 24 Duration of approval to breed cats (s 37(6)) r 25 Certificate given to approved cat breeder (s 39(1)) Cat (Uniform Local Provisions) Regulations 2013 Decisions are subject to Objection and Review by the State Administration Tribunal rights – refer Part 4, Division 5 of the <i>Cat Act 2011</i>. City of Belmont Consolidated Local Law 2020 Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA31 Cat Act 2011 in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

DOG ACT 1976 DELEGATIONS

5.1 Council to CEO

5.1.1 Dog Act 1976 – Power or duty of the local government under any provision of the Act

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Dog Act 1976</i> s10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976</i> s 15(2) & (4A) Registration period and fees s 16(3) Registration procedures s 17A(2) s 17(4) & (6) s 29(5) power to seize dogs s 29(11) s 33E (1) Individual dog may be declared to be dangerous dog (declared) s 33F(6) Owners to be notified of making of declaration s 33G(4) Seizure and destruction s 33H(1), (2) and (5) Local government may revoke declaration or proposal to destroy s 33M(1)(a) Local Government expenses to be recoverable s 44 Enforcement proceedings
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To carry out the functions of the <i>Dog Act 1976</i> , associated regulations and local laws. To determine the registration procedures and to - determine to refuse a dog registration - determine and provide notice for the non-renewal, cancellation or refusal to register due to reasons in accordance with the Act and associated regulations - discount or waive a registration fee - apply for seizure and following seizure dealt with in accordance with s17(6) Authority to grant, refuse to grant or cancel a kennel licence [s 27(4) and (6)]. Authority to recover moneys, in a court of competent jurisdiction, due in relation to a dog for which the owner is liable [s 29(5)]. Authority to dispose of or sell a dog which is liable to be destroyed [s 29(11)]

	Authority to declare an individual dog to be a dangerous dog [s 33E(1)]. Authority to consider and determine to either dismiss or uphold an objection to the declaration of a dangerous dog [s 33F(6)]. Authority to consider and determine to either dismiss or uphold an objection to seizure of a dangerous dog [s 33G(4)]. Authority to revoke a declaration of a dangerous dog or revoke notice proposing to cause a dog to be destroyed, only where satisfied that the dog can be kept without likelihood of any contravention of this Act [s 33H(1)] Authority to, before dealing with an application to revoke a declaration or notice, require the owner of the dog to attend with the dog a course in behaviour and training or otherwise demonstrate a change in the behaviour of the dog [s 33H(2)]. Authority to consider and determine to either dismiss or uphold an objection to a decision to revoke [s 33H(5)]: (a) a notice declaring a dog to be dangerous; or (b) a notice proposing to cause a dog to be destroyed. Authority to determine the reasonable charge to be paid by an owner at the time of payment of the registration fee under s 15, up to any maximum amount prescribed, having regard to the expenses incurred by the Local Government in making inquiries, investigations and inspections concerning the behaviour of a dog declared to be dangerous [s 33H(5)].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: The Chief Executive Officer may further delegate (Sub-delegate) to employees with the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this delegation.
Express Power to Sub-Delegate:	s 10AA (3) Delegation of local government powers and duties (Note: sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Compliance Links:	<u>Dog Act 1976</u> Includes recovery of expenses relevant to: s 30A(3) Operator of dog management facility may have dog microchipped at owner's expense s 33M Local government expenses to be recoverable. s 47 Veterinary service expenses recoverable from local government <u>Dog Regulations 2013</u> r 31 Local government expenses as to dangerous dogs (declare) <u>City of Belmont Consolidated Local Law 2020</u> Note –Decisions under this delegation may be referred for review by the State Administration Tribunal Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.
Version Control:	
1	Formerly DA29 Dogs in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

5.1.2 Keeping of Three Dogs

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Dog Act 1976</i> s 10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976</i> s 26 Limitation as to numbers
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To determine applications for keeping of three dogs in accordance with Council Policy.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: The Chief Executive Officer may further delegate (Sub-delegate) to employees with the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this delegation.
Express Power to Sub-Delegate:	s 10AA (3) Delegation of local government powers and duties (Note: sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Compliance Links:	Dog Act 1976 Dog Regulations 2013 City of Belmont Consolidated Local Law 2020 SB20 Dogs – Keeping of Three Dogs Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005.



	Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA30 Keeping of Three Dogs in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6. .

FOOD ACT 2008 DELEGATIONS

6.1 Council to CEO/ Employees

6.1.1 Determine Compensation

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Food Act 2008:</i> s 118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s 119] and guidelines adopted [s 120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s 56(2) Compensation to be paid in certain circumstances s 70(2) and (3) Compensation
Delegate:	Chief Executive Officer Director Development and Communities
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to determine applications for compensation in relation to any item seized, if no contravention has been committed and the item cannot be returned [s 56(2)]. Authority to determine an application for compensation from a person on whom a prohibition notice has been served and who has suffered loss as the result of the making of the order and who considers that there were insufficient grounds for making the order [s 70(2) and (3)].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. In accordance with s 118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time. 2. Compensation under this delegation may only be determined upon documented losses up to a maximum of \$5000.00. Compensation requests above this value are to be reported to Council.
Express Power to Sub-Delegate:	NIL – <i>Food Regulations 2009</i> do not provide for sub-delegation.
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal Food Act 2008 Operational Policy: BEXB32 Decision Making Policy –



	Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

6.1.2 Prohibition Orders

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Food Act 2008</i> s 118 Functions of enforcement agencies and delegation s 119 Conditions on performance of functions by enforcement agencies s 120 Performance of functions by enforcement agencies and authorised officers
Express Power or Duty Delegated:	<i>Food Act 2008</i> s 65 Prohibition order s 66 Certificate of clearance to be given in certain circumstances s 67 Request for re-inspection
Delegate:	Chief Executive Officer Director Development and Communities Manager Safer Communities
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	This delegation provides authority to: - 1. Serve a prohibition order on the proprietor of a food business in accordance with s 65 of the <i>Food Act 2008</i> ; 2. Give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any improvement notices; 3. Give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil.
Express Power to Sub-Delegate:	NIL – <i>Food Regulations 2009</i> do not provide for sub-delegation.
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal Food Act 2008 City of Belmont Consolidated Local Laws 2020 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19.



	Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA26 Prohibition Orders in 2020-2021 Delegations Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

6.1.3 Registration of Food Business

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Food Act 2008</i> s 118 Functions of enforcement agencies and delegation s 119 Conditions on performance of functions by enforcement agencies s 120 Performance of functions by enforcement agencies and authorised officers
Express Power or Duty Delegated:	<i>Food Act 2008</i> s 110 Registration of food business s 112 Variation of conditions or cancellation of registration of food businesses.
Delegate:	Chief Executive Officer Director Development and Communities Manager Safer Communities
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	The delegation provides the authority to: - 1. Register a food business in respect of any premises for the purposes of Part 9 of the <i>Food Act 2008</i> and issue a certificate of registration; 2. After considering an application, determine to grant (with or without conditions) or refuse the application; 3. Vary the conditions or cancel the registration of a food business in respect of any premises under Part 9 of the <i>Food Act 2008</i> .
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil.
Express Power to Sub-Delegate:	NIL – <i>Food Regulations 2009</i> do not provide for sub-delegation.
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal Food Act 2008 City of Belmont Consolidated Local Laws 2020 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19.



	Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA27 Registration of Food Business in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

6.1.4 Appoint Authorised Officers and Designated Officers

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Food Act 2008</i> s 118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s 119] and guidelines adopted [s 120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s 122(1) Appointment of authorised officers s 126(6), (7) and (13) Infringement Officers
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to appoint a person to be an authorised officer for the purposes of the <i>Food Act 2008</i> [s 122(2)]. 2. Authority to appoint an Authorised Officer appointed under s 122(2) of this Act or the s 24(1) of the <i>Public Health Act 2016</i>, to be a Designated Officer for the purposes of issuing Infringement Notices under the <i>Food Act 2008</i> [s 126(13)]. 3. Authority to appoint an Authorised Officer to be a Designated Officer (who is prohibited by s 126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s 126(6)] and determining withdrawal of an infringement notice [s 126(7)].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil.
Express Power to Sub-Delegate:	NIL – <i>Food Regulations 2009</i> do not provide for sub-delegation.
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal Food Act 2008 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly included in DA01 Appointment of Authorised Officers in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

6.1.5 Debt Recovery and Prosecutions

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Food Act 2008</i> s 118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s 119] and guidelines adopted [s 120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s 54 Cost of destruction or disposal of forfeited item s 125 Institution of proceedings
Delegate:	Chief Executive Officer Director Development and Communities Manager Safer Communities
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to recover costs incurred in connection with the lawful destruction or disposal of an item (seized) including any storage costs [s 54(1)] and the costs of any subsequent proceedings in a court of competent jurisdiction [s 54(3)]. 2. Authority to institute proceedings for an offence under the <i>Food Act 2008</i> [s 125].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil.
Express Power to Sub-Delegate:	NIL – <i>Food Regulations 2009</i> do not provide for sub-delegation.
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal Food Act 2008 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005.



	Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly included in DA28 Food Act 2008 Prosecutions in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

GRAFFITI VANDALISM ACT 2016 DELEGATIONS

7.1. Council to CEO

7.1.1 Graffiti Vandalism Act – Administration and Enforcement

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Graffiti Vandalism Act 2016:</i> s 16 Delegation by local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s 28 Notice of entry s 29 Entry under warrant
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authorised to exercise any of the City's powers or the discharge of any of its duties under the <i>Graffiti Vandalism Act 2016</i> .
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the <u>Standard Conditions of Delegation</u> and the following specific additional conditions for this delegation. Additional Conditions: <i>Graffiti Vandalism Act 2016</i> • s 21 Advice of objection and review rights: Whenever a notice is given under section 18, the person giving it is to ensure that, as soon as practicable after the notice is given, the affected person is given written reasons for being given the notice and is informed of the person's rights under this Division to object against, and apply for a review of, the decision to give the notice. • s 20 Affected person: If the person to whom a local government gives a notice under section 18 is not the owner of the property to which the notice relates, the owner is also an affected person, and a reference in this Division to the affected person includes both the owner and the person to whom the notice was given. • s 24 Suspension of effect of notice: Any objection to a notice must be dealt with by the local government as if it were an objection to a decision of the local government under the <i>Local Government Act 1995</i> Part 9 and section 9.6 of that Act applies when dealing with that objection.
Express Power to Sub-Delegate:	<i>Graffiti Vandalism Act 2016:</i> s 17 Delegation by CEO of local government.



Compliance Links:	Graffiti Vandalism Act 2016 City of Belmont Consolidated Local Laws 2020 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

PUBLIC HEALTH ACT 2016 DELEGATIONS

8.1 Council to CEO

8.1.1 Appoint Authorised Officer or Approved Officer (Asbestos Regs)

Delegator: Power / Duty assigned in legislation to:	Enforcement Agency (defined as Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Health (Asbestos) Regulations 1992:</i> r 15D(7) Infringement Notices
Express Power or Duty Delegated:	<i>Health (Asbestos) Regulations 1992:</i> r 15D(5) Infringement Notices
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to appoint a person or classes of persons as an authorised officer or approved officer for the purposes of the <i>Criminal Procedure Act 2004</i> Part 2 [r 15D(5)].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: a. Subject to each person so appointed being issued with a certificate, badge or identity card identifying the officer as a person authorised to issue infringement notices [r 15D(6)].
Express Power to Sub-Delegate:	Nil – the <i>Health (Asbestos) Regulations 1992</i> do not provide a power to sub-delegate.
Compliance Links:	Public Health Act 2016 Health (Asbestos) Regulations 1992 Criminal Procedure Act 2004 City of Belmont Consolidated Local Laws 2020 City of Belmont Health Local Law 2012 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19.



	Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly Incorporated into DA01 Appointment of Authorised Officers in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

8.1.2 Enforcement Agency Reports to the Chief Health Officer

Delegator: Power / Duty assigned in legislation to:	Enforcement Agency (defined as Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Public Health Act 2016:</i> s 21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s 22 Reports by and about enforcement agencies
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to prepare and provide to the Chief Health Officer, the Local Government's report on the performance of its functions under this Act and the performance of functions by persons employed or engaged by the City of Belmont [s 22(1)] 2. Authority to prepare and provide to the Chief Health Officer, a report detailing any proceedings for an offence under this Act [s 22(2)].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: a. Subject to each person so appointed being issued with a certificate, badge or identity card identifying the officer as a person authorised to issue infringement notices [r 15D(6)].
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the <i>Public Health Act 2016</i> , specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s 21(4)].
Compliance Links:	Public Health Act 2016 s 20 Conditions on performance of functions by enforcement agencies. Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005.



	Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

8.1.3 Designate Authorised Officers

Delegator: Power / Duty assigned in legislation to:	Enforcement Agency (defined as Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Public Health Act 2016:</i> s 21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s 24(1) and (3) Designation of authorised officers
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to designate a person or class of persons as authorised officers for the purposes of: - The <i>Public Health Act 2016</i> or other specified Act - Specified provisions of the <i>Public Health Act 2016</i> or other specified Act - Provisions of the <i>Public Health Act 2016</i> or another specified Act, other than the specified provisions of that Act. Including: - an environmental health officer or environmental health officers as a class; OR - a person who is not an environmental health officer or a class of persons who are not environmental health officers, OR - a mixture of the two. [s 24(1) and (3)].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: - Subject to each person so appointed being; - Appropriately qualified and experienced [s 25(1)(a)]; and - Issued with a certificate, badge or identity card identifying the authorised officer [s 30 and 31]. - A Register (list) of authorised officers is to be maintained in accordance with s 27.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the <i>Public Health Act 2016</i> , specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s 21(4)].
Compliance Links:	Public Health Act 2016 s 20 Conditions on performance of functions by enforcement agencies.

	s 25 Certain authorised officers required to have qualifications and experience. s 26 Further provisions relating to designations s 27 Lists of authorised officers to be maintained s 28 When designation as authorised officer ceases s 29 Chief Health Officer may issue guidelines about qualifications and experience of authorised officers s 30 Certificates of authority s 31 Issuing and production of certificate of authority for purposes of other written laws s 32 Certificate of authority to be returned. s 136 Authorised officer to produce evidence of authority Criminal Investigation Act 2006, Parts 6 and 13 – refer s 245 of the <i>Public Health Act 2016</i> The Criminal Code, Chapter XXVI – refer s 252 of the <i>Public Health Act 2016</i> Dog Act 1974 Cat Act 2011 City of Belmont Consolidated Local Law 2020 City of Belmont Health Local Law 2012 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly included DA01 Appointment of Authorised Officers in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

8.1.4 Determine Compensation of Seized Items

Delegator: Power / Duty assigned in legislation to:	Enforcement Agency (defined as Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Public Health Act 2016:</i> s 21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s 264 Compensation
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority, in response to an application for compensation, to determine compensation that is just and reasonable in relation to any item seized under Part 16 if there has been no contravention of the Act and the item cannot be returned or has in consequence of the seizure depreciated in value [s 264].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Compensation is limited to a maximum value of \$5000, with any proposal for compensation above this value to be referred for Council's determination.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the <i>Public Health Act 2016</i> , specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s 21(4)].

Compliance Links:	Public Health Act 2016 s 20 Conditions on performance of functions by enforcement agencies. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal City of Belmont Consolidated Local Law 2020 City of Belmont Health Local Law 2012 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005.



	Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

PLANNING AND DEVELOPMENT ACT 2005 DELEGATIONS

9.1 Council to CEO

9.1.1 Illegal Development

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42(b) Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Planning and Development Act 2005:</i> Section 214(2), (3) and (5)
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Give a written direction to the owner or any other person undertaking an unauthorised development to stop, and not recommence, the development or that part of the development that is undertaken in contravention of the planning scheme, interim development order or planning control area requirements; 2. Give a written direction to the owner or any other person who undertook an unauthorised development: (a) to remove, pull down, take up, or alter the development; and (b) to restore the land as nearly as practicable to its condition immediately before the development started, to the satisfaction of the responsible authority. 3. Give a written direction to the person whose duty it is to execute work to execute that work where it appears that delay in the execution of the work to be executed under a planning scheme or interim development order would prejudice the effective operation of the planning scheme or interim development order.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Planning and Development Act 2005

	<u>Planning and Development (Local Planning Schemes) Regulations 2015</u> <u>City of Belmont Consolidated Local Law 2020</u> Note –Decisions under this delegation may be referred for review by the State Administration Tribunal Operational Policy: BEXB32 Decision Making Policy – Decision Level 3.
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

9.2 Local Planning Scheme 15– Council to CEO

9.2.1 Development Applications

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2, Part 10, s 82(1) Delegations by local government
Express Power or Duty Delegated:	<i>Planning and Development (Local Planning Schemes) Regulations 2015, Schedule 2</i> s 68 Determination of applications s 70 Form and date of determination s 77 Amending or cancelling applications Planning and Development (Development Assessment Panel) Regulations 2011 17A Amendment or cancellation of development approval by responsible authority.
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Interpret and apply the provisions of Local Planning Scheme No. 15 and any relevant statutory planning framework, including Local and State Planning Policies. To determine development applications by issuing refusals, deemed refusals, approvals with relevant conditions and amendments to development approvals in respect of applications determined under delegated authority.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: This delegation must not be exercised by the delegated officer where: - The estimated cost of development, excluding any development undertaken by the City, exceeds \$5 million. - The City, or an authorised party acting on behalf of the City, is proposing development, unless the development is on land owned or under the care and control of the City and its estimated cost does not exceed \$2 million.

	- The development proposal has a strategic impact and as a result involves issues in which Council has a direct interest. - A significant variation to the development standards listed in Local Planning Scheme No. 15 is evident. - A significant variation to a Local Planning Policy is evident and the variation is not consistent with the objectives of the Local Planning Policy. - A development application proposes a use which is a use that is not listed in the Local Planning Scheme No. 15 Zoning Table and the use has not previously been determined by Council. - A formal written objection has been received during the advertising of an application, unless in the opinion of the Chief Executive Officer or his delegate: - The proposal is consistent with the objectives and intent of Local Planning Scheme No.15, the Residential Design Codes and any relevant Council Policy; and - The objection can be overcome by imposing a condition on any approval granted, or modifying the design of the development; or - The objection does not relate to the matter for which it has been referred and/or does not relate to valid planning and development considerations associated with the proposal; or - The application is refused. - A development application proposes a variation to the Deemed-to-Comply provisions (Part 5) or the Element Objectives and/or Acceptable Outcomes (Part 6) of the Residential Design Codes and that variation does not satisfy the related Design Principles (Part 5 only). - The height of a proposed residential development exceeds three storeys or other height specified by Local Planning Scheme No. 15 or other statutory planning framework.
Specific Delegation to	Director Development and Communities Manager Planning Services Coordinator Planning Coordinator Planning Projects
Function:	Amendments and Cancellations to Previously Approved Development Authority is granted to determine applications to amend or cancel previously Council approved developments, and Development Assessment Panel Form 2 Applications

Specific Delegation to	Director Development and Communities Manager Planning Services
Function:	Approvals for Development Applications – Use Not Listed – Types Previously Determined by Council Authority granted to make determinations on development applications for “Use Not Listed” types that have previously been determined by Council.
Express Power to Sub-Delegate:	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Schedule 2 Part 10 s 83(1) Local government CEO may delegate powers.

Compliance Links:	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015 City of Belmont Consolidated Local Law 2020 Note –Decisions under this delegation may be referred for review by the State Administration Tribunal Operational Policy: BEXB32 Decision Making Policy – Decision Level 4 (Extract below).
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA21 Development Applications in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.
2.	Amended OCM 22/2/22 Change to Officer title

9.2.2 Preliminary and Final Built Strata Approval

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Planning and Development Act 2005</i> s16 (3) (e) Delegation by Commission
Express Power or Duty Delegated:	<i>Planning and Development Act 2005</i> s16 (3) (e) Delegation by Commission <i>Strata Titles Act 1985</i> s15 s21 s22 s25 Certificate of Commission; and s27 Review of Commission decision
Delegate:	Director Development and Communities Manager Planning Services Coordinator Planning Services Coordinator Planning Projects Senior Planning Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Determine applications for preliminary built strata approval, and final built strata approval and endorse the applicable Form 26 after the conditions preliminary strata plan approval have been fulfilled, as delegated by the Western Australian Planning Commission.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: This delegation must not be exercised by the delegated officer for applications that: • Propose the creation of a vacant lot; • Propose vacant air stratas in multi-tiered strata scheme developments; and • Where, in the opinion of the WAPC as notified to the relevant local government as notified to the WAPC in writing, relate to a type of development and/or land within an area which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.

Express Power to Sub-Delegate:	Nil
Compliance Links:	Planning and Development Act 2005 Delegation 2020/01 (Refer Delegation 10.2.3) Strata Titles Act 1985 Note –Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.
Version Control:	
1	Formerly DA22 Preliminary and Final Built Strata in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.
2	Change of Officer Title Approved OCM 22/2/2022

STATUTORY AUTHORISATION/NS AND DELEGATIONS TO LOCAL GOVERNMENT FROM STATE GOVERNMENT AUTHORITIES

10.1 Environmental Protection Act 1986

10.1.1 Noise Control – Environmental Protection Notices [Reg 65(1)]

Delegation 52

10.1.2 Noise Management Plans – Keeping Logbooks, Noise Control Notices, Calibration and Approval of Non-Complying Events

Delegation 112

10.1.3 Noise Management Plans – Construction Sites

Delegation 119 EPA Noise Regulations

10.2 Planning and Development Act 2005

10.2.1 Instrument of Authorisation – Sign Development Applications for Crown Land as Owner

WAPC_DEL_Authorisation_Instrument_Minister_of_Lands_(local_gov_CEOs).pdf

10.2.2 Development Control Powers – Powers of Local Governments and DOT - Metropolitan Region Scheme (DEL.2017/02)

Govt Gazette 30/5/17 &

WAPC_DEL_Powers_of_Local_Governments_and_DoT.pdf

Govt Gazette 2/6/17

WAPC_DEL_Powers_of_Local_Governments_and_DoT_correction_notice_2Jun2017.pdf

Government Gazette 18/12/18

WAPC_DEL_Amendment_Powers_of_local_governments_and_DOT_MRS_18Dec2018.pdf

10.2.3 WA Planning Commission – Section 25 of the Strata Titles Act 1985

Powers of Local Governments - s 15 of the *Strata Titles Act 1985* (DEL.2020/01)

10.3 Main Roads Act 1930

10.3.1 Traffic Management – Events on Roads & Works on Roads

MRWA / Authority to use Traffic Signs & Devices at Events- Instrument ... of Au...
DSID 2588809



MRWA / Authority to use Traffic Signs & Devices at Events- Instrument ...

Main Roads /Delegation of Authority For Parking Control on Verges of M...

10.3.2 Control of Advertisements

Guidelines-for-advertising-signs-within-and-beyond-state-road-reserves.pdf

[MRWA / Copy original delegation letter 28/05/73 - Control of advertisi...](#)

10.4 Road Traffic (Vehicles) Act 2012

10.4.1 Approval for Certain Local Government Vehicles as Special Use Vehicles

EmergencyVehicle_Yellow_WarningLights.pdf

CITY OF BELMONT

Delegation Register 2022- 2023

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Introduction

Council is responsible for the overall government of the City's functions. The CEO is responsible for the day-to-day management of the administration of the City's functions amongst other functions such as advising Council.

Legislation applicable to local government may reserve specific powers and duties to the Council, the CEO or a defined authorised person or class of persons. Where legislation refers to a power or duty of the "local government" this is generally interpreted to mean the Council unless otherwise specified even if the power or duty is operational in nature.

Delegation of authority, where allowed, allows for efficient and timely decision making by local governments. Conditions or limitations may be incorporated into delegations such as limiting the circumstances in which a delegation can be exercised or imposing financial or other limits to the delegated power.

The delegation of a power or duty does not preclude a delegator from exercising or performing that power or duty itself or by acting through any employee authorised, by job description or otherwise, to carry out a function as the agent of, and on behalf of, the local government in accordance with approved policies.

A person granted a delegation is not obliged to exercise the delegated power and may, if circumstances indicate, refer the decision back to the delegator. Legislation varies in how delegation of authority is provided for, including limitations, conditions and reporting or review requirements. Reviews of delegations, where required by law, are the responsibility of the delegator.

In some instances, it is most appropriate for a function to be exercised by the Council only and as such no delegation is made e.g. consideration of ward reviews and submissions.

Under the *Local Government Act 1995* (the Act) and some other legislation, persons affected by specified decisions made under delegated authority have a right under Part 9 Division 1 of the Act to lodge an objection to the decision, which must be considered by Council, and/or to seek a review of the decision by the State Administrative Tribunal.

I Delegations by Local Government

The Act allows for the local government (Council) to delegate to the Chief Executive Officer (CEO) the exercise of any of its power or the discharge of any of its duties under the Act in order to effectively manage the day-to-day operations of the City.

The main consideration for a local government when deciding if it should delegate a power or duty is whether the delegation will improve the efficiency of the local government's operations whilst ensuring that its policies are consistently implemented.

Some legislation may restrict the local government to delegating a power or function only to the local government CEO, although some acts provide for the local government to delegate to persons other than the CEO, such as other local government employees or committees. The CEO may further delegate those powers to other officers only if sub-delegation is permitted by the legislation.

Delegations are required to be made in writing, and for Council delegations, this normally takes the form of a resolution that is recorded in the Council Minutes.

Under the Act, *Cat Act 2011*, *Dog Act 1976*, *Graffiti Vandalism Act 2016* and *Planning and Development (Local Planning Schemes) Regulations 2015*, delegations by Council must be made by absolute majority resolution. Other legislation does not require an absolute majority to grant, amend or revoke a delegation by Council.

The decision to revoke a delegation from the CEO must also be absolute majority.

The Act also allows for the CEO to delegate any powers or discharge of any of the CEO's duties to another employee other than the power of delegation (s 5.44(4)). There is no power other than for the CEO to delegate a power.

All delegations must be in writing and the CEO is able to make the delegation or sub delegation subject to conditions or limitations. When an employee is acting in a ~~position~~position, they are deemed to be able to carry out the functions delegated to that position.

Delegations and authorisations from the Council directly to officers, other than the CEO, will be avoided unless legislation specifically provides that this is the only manner in which the power can be provided.

The ability to delegate a statutory function, power or duty must be described in a piece of ~~legislation, and~~legislation and is known as the power of delegation. It may be stated as a duty, function or power depending on the legislation. Delegations or authorisations may occur under legislation other than the Act, its regulations and the local government's local laws including but not limited to:

- *Planning and Development Act 2005* including regulations
- *Dog Act 1976* and regulations
- *Cat Act 2011* and regulations
- *Bush Fires Act 1954*, regulations and any local law created under that Act
- *Litter Act 1979* and regulations
- *Strata Titles Act 1985*
- *Local Government (Miscellaneous Provisions) Act 1960* as amended
- *Caravan Parks and Camping Grounds Act 1995*

- *Control of Vehicles (Off-Road Areas) Act 1978* and regulations
- *Building Act 2011* and regulations
- *Food Act 2008* and regulations

A Council delegation is not required where the legislation confers a specified function or power directly on the CEO or another defined class of authorised persons.

There also needs to be a specific function or duty that must be carried out under the legislation. The power must be able to be exercised by the person or body wanting to delegate that power and it must be contained in legislation that has an associated power of delegation.

A range of different powers can be delegated. An important aspect of any delegation of power is certainty as to the power being delegated. The person or body delegating authority should clearly specify in the instrument of delegation the statutory power or duty being delegated. This will ensure that the person exercising delegated authority can be certain of the extent of authority conferred by the delegation. The statutory reference to the power being delegated should be included in the instrument of delegation.

Reviewing the above list, it is clear that there is a limited range of legislation under which powers can be delegated. There is no express provision for a local government to delegate its functions under any other legislation. However, this does not prohibit the local government from “acting through” its officers for the purpose of legislation and the manner in which this can be achieved is detailed below.

The *Interpretation Act 1984* provides a standard basis on how terms across all Western Australian legislation can be interpreted such as computation of time. It also provides further information on how delegations work and provides a basis for allowing conditions or limitations to be made on the delegation; revocation of the delegation; the continuance of the delegation if a person is acting in the position to which the power is delegated.

II Matters which cannot be delegated

The following cannot be delegated by Council to the CEO under the Act (s 5.43)

- any power or duty that requires a decision of an absolute majority of the council
- accepting a tender which exceeds an amount determined by the local government
- appointing an auditor
- acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government
- any of the local government’s powers under
 - s 5.98 – Fees etc for council members
 - s 5.98A – Allowance for deputy mayor or deputy president

- s 5.99 Annual fee for council members in lieu of fees for attending meetings
- s 5.99A Allowances for council members in lieu of reimbursement of expenses
- s 5.100 Payment for certain committee members
- borrowing money on behalf of the local government
- hearing or determining an objection of a kind referred to in s 9.5
- the power under s 9.49A(4) to authorise a person to sign documents on behalf of the local government
- any power or duty that requires the approval of the Minister or the Governor
- such other powers or duties as may be prescribed.

III Acting Through

Section 5.45 of the Act introduces the concept of “acting through.” In relation to delegations, s 5.45 of the Act states that nothing prevents a “local government from performing any of its functions by acting through a person other than the CEO” or “a CEO from performing any of his or her functions by acting through another person.”

While the Act does not specifically define the meaning of the term “acting through, it cites a key difference between a delegation and “acting through” in that a delegate exercises the delegated ~~decision-making~~decision-making function in his or her own right. The principal issue is that where a person has no discretion in carrying out a function, then that function may be undertaken through the “acting through” concept. Alternatively, where the decision allows for discretion on the part of the decision maker, then that function needs to be delegated for another person to have that authority.

For administrative purposes, a person may sign a letter in his or her own name on behalf of the CEO while, with delegated powers, the person would sign a letter in his or her own name, in accordance with the delegated authority.

An appropriate method for a council of a local government to make a decision which will be implemented by its officers is for it to make a policy about particular functions that it performs. In that case there is no need for a delegation as it will be the role of the organisation to implement those policy decisions.

IV Register of Delegation

Section 5.46 of the Act requires the CEO to maintain a register of delegations made to the CEO and to employees. These registers must be reviewed at least once every financial year and the requirement for records to be kept on the exercise of the delegation is also included.

A register of delegations made by the local government to a committee is also required to be kept and reviewed at least once every financial year under s 5.18 of the Act.

V Standard Conditions of Delegation

Individuals are responsible for ensuring that legislated requirements relating to the exercise of delegated power(s) are complied with.

Any person proposing to exercise a power under delegated authority shall comply with the following standard conditions of delegation:

1. Actual decisions relating to the matter delegated shall be made by the person nominated in the delegation. However, it is understood that other staff may carry out administrative and technical work relating to those decisions.
2. Compliance with all relevant legislative requirements, Local Laws, Council Policies, resolutions of Council and the Business Management System Procedures.
3. Delegated authority cannot be exercised where a Financial Interest or an Interest Affecting Impartiality is evident.
4. It is a statutory requirement to maintain a record of each decision made under delegated authority. Documents relating to delegated authority decisions shall, as a minimum, record:
 - a. Date the decision was exercised;
 - b. Name of the Officer/Committee exercising the decision;
 - c. Description of how the person exercised the power or discharged the duty, including where appropriate, any directions to staff to carry out work associated with the decision unless those directions are included in Policies, Management Procedures or the Delegation Register;
 - d. Notation of the people or class of people directly affected by the decision (other than Council or Committee members or employees of the City).

Any exercising of a power and discharging of a duty must be recorded on the Record of Exercise of Power – Delegation of Authority Form and registered in ECM Folder 11/005 at the time of exercising the delegation.

5. Instruction is provided for each delegation on record keeping requirements. All records relating to an exercise of delegation must be recorded in the main official record keeping system of the City, ECM.

VI Delegations from other Agencies and Instruments of Delegation or other Acts

Where legislation provides for the direct delegation to a person or a class of persons by other agencies or decision makers, no delegation is required from the local government. The authorisation is dealt with in the relevant legislation. Where required, the Instrument of Delegation or Notice of the Appointment is advertised in the Government Gazette. The Agencies are listed below and updated from time to time.

Department/Legislation
Department of Environment <i>Environmental Protection Act 1986 Environmental Protection (Noise) Regulations 1997</i> Pursuant to section 20 Environmental Protection Act 1986 to the holder of the offices listed.
Department of Environment <i>Environmental Protection Act 1986 Environmental Protection (Noise) Regulations 1997</i> Pursuant to section 20 <i>Environmental Protection Act 1986</i> to the holder of the offices listed.
Western Australian Planning Commission <i>Planning and Development Act 2005</i> Pursuant to section 16 of the Act (delegation) WAPC resolved on 26 May 2009
Western Australian Planning Commission <i>Planning and Development Act 2005</i> Pursuant to section 16 of the Act (delegation) WAPC Resolved on 15 December 2015
<i>Litter Act 1979</i> Pursuant to section 26 – Authorised officers, appointment and jurisdiction of etc.
<i>Main Roads Act 1930</i>



LOCAL GOVERNMENT ACT 1995 DELEGATIONS

I.1 Council to CEO

I.1.1 Compensation – Damage Incurred when Performing Executive Functions

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s 3.22(1) Compensation s 3.23 Arbitration
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. In accordance with s 3.22 procedures, assess and determine the extent of damage to private property arising directly from performance of the City's functions and make payment of compensation [s 3.22(1)] if requested. 2. Where compensation is unable to be determined and agreed between parties, give effect to arbitration in accordance with s 3.23.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Condition Financial Limits to Delegation is limited to settlements which do not exceed a material value of \$5000 per claim.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 s 3.22(5) compensation is not payable for damage sustained as a result of certain functions



	s 3.23 Arbitration Schedule 3.1 Powers under notices to owners or occupiers of land Schedule 3.2 Particular things local governments can do on land even though it is not local government property Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority and associated contracts to be retained in ECM index: 11/005.

Version Control:

1	New: Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.2 Powers of Entry

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995,</i> s 3.28 When the subdivision applies s 3.32 Notice of entry s 3.34 Entry in an Emergency s 3.36 Opening Fences
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Give a notice of entry. 2. Determine that an emergency exists for the purposes of performing local government functions. 3. Execute an entry in an emergency. 4. Give notice and execute the opening of a fence. 5. The power of entry conferred, may be used for performing any function that a local government has under this Act if entry is required for the performance of the function or in any other case in which entry is authorised by this Act other than by a local law. <i>Local Government Act 1995 Part 3 Division 3 Subdivision 3 - Powers of entry</i>
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: This delegation is not to be exercised unless evidence that the following sections of the Act have been complied with: 3.31(1)(a) ~~consent~~ obtained from the owner or occupier; 3.31(1)(b) notice has been given under 3.32 3.34(2) Entry in emergency 3.36 (3) Opening fences
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i>

	s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 Part 3 Division 3 Subdivision 3 - Powers of entry Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Record decisions to enter property. Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index. Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> reg 19

Version Control:

1	Incorporates DA02 Powers of Entry in Emergency in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.3 Declare Vehicle is Abandoned Vehicle Wreck

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995,</i> s 3.40A(4) Abandoned vehicle wreck may be taken
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	The Authority to declare that a vehicle is an abandoned vehicle wreck.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 s3.40A Local Government (Functions and General) Regulations 1996 Reg 29A Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index. Abandonments (10/002 & 10/004)

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.4 Confiscated or Uncollected Goods

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s 3.46 Goods May be withheld until costs paid s 3.47 Confiscated or uncollected goods, disposal of s 3.48 Impounding expenses, recovery of
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to refuse to allow goods impounded under s 3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid to the local government. [s 3.46] 2. Authority to sell or otherwise dispose of confiscated or uncollected goods or vehicles that have been ordered to be confiscated under s 3.43 [s 3.47]. 3. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s 3.48].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 s3.40A Local Government (Functions and General) Regulations 1996 Regulation 30 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index: 11/005. Associated Documentation pertaining



	to the notice and entry to be retained in relevant ECM index. Abandonments (10/002 & 10/004)

Version Control:

1	New Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.5 Disposal of Sick or Injured Animals

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s 3.47A Dispose of sick or injured animals
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To authorise the humane disposal of an impounded animal where it is determined to be too ill or injured to be treated.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index. Abandonments (10/002 & 10/004)

Version Control:

1	New Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.6 Close Thoroughfares to Vehicles

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> Certain provisions about thoroughfares s 3.50 Closing certain thoroughfares to vehicles s 3.50A Partial closure of thoroughfares for repairs or maintenance s 3.51 Affected owners to be notified of certain proposals s 3.52 Public access to be maintained and plans kept
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authorised to close, revoke or vary the closure, of a thoroughfare to vehicles, wholly or partially, to vehicles for a period not exceeding 4 weeks; 2. For periods exceeding 4 weeks, after considering any submissions that are received, having given local public notice of the proposed closure of the thoroughfare; and 3. Authorised to give notice of the fixing, altering, alignment or draining of a public thoroughfare or other public place.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: This delegation is not to be exercised unless the following are evidenced as being complied with: • 3.50A exception to local public notice. • 3.50(4) before it makes an order, wholly or partially closing a thoroughfare, exceeding 4 weeks give local public notice: including location, where, when and why and inviting submissions; and give written notice to each person who is prescribed for the purposes or owns land that is prescribed for the purposes of this section; and allow a reasonable time for submissions to be made; and consider any submissions made. • 3.51(3) affected owners to be notified of certain proposals.



Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees.

Compliance Links:	<u>Local Government Act 1995</u> Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index: 11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index.

Version Control:

1	Formerly DA03 Road Closures Temporary in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.7 Control Reserves and Certain Unvested Facilities

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 3.53 – Control of certain unvested facilities
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to agree on the control and management of an unvested facility if it lies within two or more Local Government districts.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees.

Compliance Links:	Local Government Act 1995 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index.

Version Control:

1	New Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.8 Obstruction of Footpaths and Thoroughfares

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO <i>City of Belmont Consolidated Local Law 2020</i> <i>1.7 Delegation</i>
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r 5(2) Interfering with, or taking from, local government land r 6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a) r 7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b) r 7 Encroaching on public thoroughfare – Sch.9.1. s 3(2) <i>City of Belmont Consolidated Local Law 2020</i> Parts 3,6,7,8,9,10, 11 and 12
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: a. prevent damage to the footpath; or b. prevent inconvenience to the public or danger from falling materials [ULP r 5(2)]. 2. Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [ULP r 6(2) and (4)]. 3. Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r 6(6)]. 4. Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from

	anything on the land, which is obstructing a public thoroughfare [ULP r 7A]. 5. Authority to require an owner occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r 7]. 6. To carry out the powers, functions and duties of the City's local laws relevant to the obstruction of footpaths and thoroughfares.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Actions under this Delegation must comply with procedural requirements detailed in <i>the Local Government (Uniform Local Provisions) Regulations 1996</i>. 2. Permission may only be granted where, the proponent has: i. Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction. ii. Provided a bond, if requested, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees ~~City of Belmont Consolidated Local Law 2020 1.7 Delegation~~

Compliance Links:	<u>Local Government (Uniform Local Provisions) Regulations 1996</u> – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <u>Local Government Act 1995</u> <u>City of Belmont Consolidated Local Law 2020</u> City of Belmont Policy Manual – Council City of Belmont Policy Manual – Operational Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index.

Version Control:

1	Incorporates DA21 Verge Permits in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.9 Gates Across Public Thoroughfares

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO <i>City of Belmont Consolidated Local Law-2020</i> <i>1.7 Delegation</i>
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r 9 Permission to have gate across public thoroughfare – Sch.9.1 s 5(1)
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to provide, or refuse to provide, permission to have a gate or other device across a local government thoroughfare that permits the passage of vehicle traffic and prevents livestock straying [ULP r 9(1)]. 2. Authority to require an applicant to publish a notice of the application in a manner thought fit for the purpose of informing persons who may be affected by the proposed gate or device [r 9(2)]. 3. Authority to impose conditions on granting permission [ULP r 9(4)]. 4. Authority to renew permission, or at any other time vary any condition, effective upon written notice to the person to whom permission was granted [ULP r 9(5)]. 5. Authority to cancel permission by written notice, and request the person to whom permission was granted to remove the gate or device within a specified time [ULP r 9(6)].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Actions under this Delegation must comply with procedural requirements detailed in <i>the Local Government (Uniform Local Provisions) Regulations 1996</i>.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i>

	s 5.44 CEO may delegate some powers and duties to other employees <i>City of Belmont Consolidated Local Law 2020 1.7 Delegation</i>

Compliance Links:	Local Government (Uniform Local Provisions) Regulations 1996 – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995 City of Belmont Consolidated Local Law 2020 City of Belmont Policy Manual – Council City of Belmont Policy Manual – Operational Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index. Record Keeping requirement of <i>Local Government (Uniform Local Provisions) Regulations 1996</i> must be met.

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.10 Public Thoroughfare – Dangerous Excavations

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO <i>City of Belmont Consolidated Local Law 2020</i> <i>1.7 Delegation</i>
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r 11(1), (4), (6) & (8) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6 <i>City of Belmont Consolidated Local Law 2020 Part 3,</i>
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to determine if an excavation in or on land adjoining a public thoroughfare is dangerous and take action to fill it in or fence it or request the owner / occupier in writing to fill in or securely fence the excavation [ULP r 11(1)]. 2. Authority to determine to give permission or refuse to give permission to make or make and leave an excavation in a public thoroughfare or land adjoining a public thoroughfare [ULP r 11(4)]. 3. Authority to impose conditions on granting permission [ULP r 11(6)]. 4. Authority to renew a permission granted or vary at any time, any condition imposed on a permission granted [ULP r 11(8)]. 5. To carry out the powers, functions and duties of the City's local laws relevant to thoroughfares.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Actions under this Delegation must comply with procedural requirements detailed in <i>the Local Government (Uniform Local Provisions) Regulations 1996</i>.

Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees <i>City of Belmont Consolidated Local Law 2020 1.7 Delegation</i>

Compliance Links:	<u>Local Government (Uniform Local Provisions) Regulations 1996</u> – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <u>Local Government Act 1995</u> <u>City of Belmont Consolidated Local Law 2020</u> City of Belmont Policy Manual – Council City of Belmont Policy Manual – Operational Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index.

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

1.1.1 Crossing from public thoroughfare to private land or private thoroughfare

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO <i>City of Belmont Consolidated Local Law 2020</i> <i>1.7 Delegation</i>
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r 12(1) Crossing from public thoroughfare to private land or private thoroughfare – Sch.9.1 s 7(2) r 13(1) Requirement to construct or repair crossing – Sch.9.1 s 7(3) <i>City of Belmont Consolidated Local Law 2020 Part 3,</i>
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Upon application, approve the construction of a crossing giving access from a public thoroughfare to the land, or a private thoroughfare serving the land. 2. Authority to determine the specifications for the construction of the crossing to the satisfaction of the Local Government. 3. Authority to give notice to an owner or occupier of land requiring the person to construct or repair crossing and if the notice is not complied with initiate works to construct/repair crossing and recover costs in accordance with Regulation 13.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Actions under this Delegation must comply with procedural requirements detailed in <i>the Local Government (Uniform Local Provisions) Regulations 1996</i>.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees <i>City of Belmont Consolidated Local Law 2020 1.7 Delegation</i>

Compliance Links:	Local Government (Uniform Local Provisions) Regulations 1996 – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995 City of Belmont Consolidated Local Law 2020 Council Policy ~~1BB1.1~~ Asset Management Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation pertaining to the notice and entry to be retained in relevant ECM index.

Version Control:

1	New Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.12 Requirement to construct and repair crossing

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO ~~City of Belmont Consolidated Local Law 2020~~ ~~1.7 Delegation~~
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r 13(1) Requirement to construct or repair crossing – Sch.9.1 s 7(3) <i>City of Belmont Consolidated Local Law 2020</i> Part 3,
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Give a person who is the owner or occupier of private land a notice in writing requiring the person to construct or repair a crossing from a public thoroughfare. 2. Construct or repair the crossing and recover 50% of the cost if the person fails to comply with the notice.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. <i>Local Government (Uniform Local Provisions) Regulations 1996</i> r 14(2)(b) Role of Commissioner of Main Roads ~~must be complied with.~~ 2. That due process be followed for the issuing of a notice under section 3.25 of the <i>Local Government Act 1995</i> for a notice served under Regulation 14(3).
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees ~~City of Belmont Consolidated Local Law 2020~~ ~~1.7 Delegation~~

Compliance Links:	Local Government (Uniform Local Provisions) Regulations 1996 – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995 City of Belmont Consolidated Local Law 2020



	Council Policy ~~1BB1.1~~ Asset Management
	Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index: 11/005. Associated Documentation to be retained in relevant ECM index.

Version Control:

1	New Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6. ▾

I.1.13 Private Works on, over or under Public Places

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO ~~City of Belmont Consolidated Local Law 2020~~ ~~1.7 Delegation~~
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r 17(4) & (5) Private works on, over, or under public places r 17(5) Imposition of conditions <i>City of Belmont Consolidated Local Law 2020</i> Parts 3,7,8
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Grant permission or conditional permission to a person to construct anything on, over or under a public thoroughfare or other public place that is local government property.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees ~~City of Belmont Consolidated Local Law 2020~~ 1.7 ~~Delegation~~

Compliance Links:	Local Government (Uniform Local Provisions) Regulations 1996 – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the Local Government Act 1995 City of Belmont Consolidated Local Law 2020 Council Policy ~~1BB1.1~~ Asset Management Operational Policy: BEXB32 Decision Making Policy – Decision Level 3



Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation to be retained in relevant ECM index.

Version Control:

1	New Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

1.1.14 Tenders

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	~~Local Government Act 1995:~~ ~~s 5.42 Delegation of some powers or duties to the CEO~~ ~~s 5.43 Limitations on delegations to the CEO~~
Express Power or Duty Delegated:	~~Local Government Act 1995~~ ~~s 3.57 Tenders for providing goods or services~~ ~~Local Government (Functions and General) Regulations 1996 Part 4 – regs. 11 to 24~~
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	~~To call tenders and set weighted criteria as outlined in the relevant legislation and this delegation.~~ ~~To authorise purchases and accept tenders in accordance with the conditions of this delegation.~~
Council Conditions on this Delegation:	~~Any person proposing to exercise a power under delegated authority shall comply with the <u>Standard Conditions of Delegation</u> and the following specific additional conditions for this delegation.~~ Additional Conditions: ~~Authorise purchases that are exempt from tendering regulations as outlined in regulation 11.2, excluding 2(d) of the <u>Local Government (Functions and General) Regulations 1996</u>, where the purchase value is no more than \$250,000 per annum.~~ ~~Calling of tenders may only occur where there is an approved Council budget provision in the current year.~~ ~~Accept tenders where there is a Council budget provision approved in the current year for the following:~~ ~~• Annual supplies of a routine operational nature within budget amount and where the contract is~~ ~~a. for no greater than 5-years and~~ ~~b. expenditure is no more than \$250,000 per annum;~~

	• ~~Replacement plant, equipment, furniture and maintenance within a net (changeover) cost of less than \$250,000;~~ • ~~New plant, equipment, furniture and construction where the tender is for less than an amount of \$250,000 and within budget amount.~~ • ~~The Chief Executive Officer may reject tenders of any amount.~~ • ~~Accept tenders relating to the disposal of impounded perishable and non-perishable goods in accordance with s 3.47 of the <i>Local Government Act 1995</i>.~~ • ~~Approve minor variations to the scope of work specified in a tender following the receipt of submissions <u>but prior to entering into a contract</u> provided there are sufficient funds being available within the approved budget for that item.~~ ~~A minor variation is defined as follows:~~ • ~~Does not alter the nature of the goods and/or services procured;~~ • ~~Does not materially alter the specification or structure provided for by the initial tender; and~~ • ~~Is less than 10% of the original tendered price.~~ ~~A tender cannot be varied outside the above definition.~~ ~~Each delegated officer's capacity to approve a variation to tender is limited to 10% of the tender value, or the value of their purchasing authority, whichever is the lesser amount.~~ ~~Where a tender is accepted with an option to extend the contract beyond the initial period, the Chief Executive Officer may exercise or decline that option.~~ ~~To call, accept the short listing and if required reject all Expression of Interests.~~
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i>

	s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	<u>Local Government Act 1995</u> <u>Local Government (Functions and General) Regulations 1996</u> BEXB7.1 Purchasing Operational Policy: BEXB32 Decision Making Policy— Decision Level 3
Record Keeping:	Maintain Tender Register, recording details of decisions under this delegation and insert ECM-links to relevant evidentiary documents. Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> reg.19 Delegates to keep certain records, are retained in the City's record keeping systems.

Version Control:

4	Formerly incorporated as DA04 Tenders in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

1.1.14 Procurement: Tenders; Tender Exemptions; Purchases (\$50,000-\$250,000) & Associated Contract Variations

Delegator: <u>Power / Duty assigned in legislation to:</u>	<u>Council</u>
Express Power to Delegate: <u>Power that enables a delegation to be made</u>	<u>Local Government Act 1995:</u> <u>s 5.42 Delegation of some powers or duties to the CEO</u> <u>s 5.43 Limitations on delegations to the CEO</u>
Express Power or Duty Delegated:	<u>Local Government Act 1995</u> <u>s 3.57 Tenders for providing goods or services</u> <u>Local Government (Functions and General) Regulations 1996 Part 4:</u> <u>r.11 When tenders must be publicly invited</u>

	<u>r.13 Requirements when local government invites tenders though not required to do so</u> <u>r.14 Publicly inviting tenders, requirements for</u> <u>r.18 Rejecting and accepting tenders</u> <u>r.20 Variation of requirements before entry into contract</u> <u>r.21A Varying a contract for the supply of goods or services</u>
<u>Delegate:</u>	<u>Chief Executive Officer</u>
<u>Function:</u> <u>This is a precis only.</u> <u>Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</u>	<u>1. To call tenders and set weighted criteria as outlined in the relevant legislation and this delegation.</u> <u>2. To authorise procurement and accept tenders in accordance with the conditions of this delegation.</u> <u>3. To vary a contract prior to entry into a contract with a successful tenderer in accordance with reg 20.</u> <u>4. To vary a contract already entered into subject to reg 21A.</u> <u>5. To authorise procurement and accept quotations in accordance with the conditions of this delegation.</u> <u>6. To make, vary or discharge a contract that is formed through a non-tender process subject to reg 11(2).</u>
<u>Council Conditions on this Delegation:</u>	<u>Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation. This delegation must be read in conjunction with the Council approved Purchasing Policy and the regulations and the following specific additional conditions for this delegation.</u> <u>Additional Conditions:</u> <u>1. Tenders:</u> <u>Calling of tenders may only occur where there is an approved Council budget provision in the current year.</u> <u>The Chief Executive Officer:</u> • <u>may accept tenders, where there is a Council budget provision approved in the current year for the following:</u> ○ <u>Annual supplies of a routine operational nature within budget amount and where the contract is:</u>

	▪ <u>for no greater than 5-years and</u> ▪ <u>expenditure is no more than \$250,000 per annum.</u> ○ <u>New capital items where the tender amount for the capital item is less than amount of \$250,000, including changeover costs where relevant and is within the identified budget amount.</u> • <u>may reject tenders of any amount ((reg 18(5) <i>Local Government (Functions and General) Regulations 1996</i>))</u> • <u>may accept tenders relating to the disposal of impounded perishable and non-perishable goods in accordance with s3.47 of the <i>Local Government Act 1995</i>.</u> • <u>2. Exemptions from Tender (Reg 11(2) <i>Local Government (Functions & General) Regulations 1996</i>) and Purchases (\$50,000-\$250,000)</u> <u>The CEO</u> • <u>may authorise purchases that are exempt from tendering regulations as outlined in regulation 11.2, excluding 2(d) of the <i>Local Government (Functions and General) Regulations 1996</i>, (i.e. State Government Common User Arrangement (CUA); WALGA preferred Suppliers provided a Council approved budget position applies; and</u> • <u>may approve purchases where there is a Council budget provision approved in the current year for the following:</u> ○ <u>Annual supplies of a routine operational nature within budget amount and where the contract is:</u> ▪ <u>for no greater than 5-years; and</u> ▪ <u>expenditure is no more than \$250,000 per annum.</u> ○ <u>New capital items where the tender amount for the capital item is less than amount of \$250,000, including changeover costs where relevant and is within the identified budget amount.</u> <u>3. Contract Variations</u> <u>3.1 Contract Variations - Tender</u>

	<u>Pre-Contract:</u> <u>Note: A minor variation is defined as a variation that the local government is satisfied is minor having regard to the total goods or services that tenderers were invited to supply ((Local Government (Functions and General) Regulations 1996 Reg 20)), and:</u> <u>o Does not alter the nature of the goods and/or services procured; and</u> <u>o Does not materially alter the specification or structure provided for by the initial tender; and</u> <u>o Is less than 10% of the original tendered price.</u> <u>A tender cannot be varied outside the above definition.</u> <u>The CEO may approve minor variations (see definition above) regarding the scope of work specified in a tender, following the receipt of submission, but prior to entering into a contract, provided there are sufficient funds being available within the approved budget for that item ((Reg 20 Local Government (Functions and General) Regulations 1996)).</u> <u>Post Contract:</u> <u>The CEO may approve a variation(s) to tender, limited to 10% of the total tender value (cumulative), or the value of their purchasing authority, whichever is the lesser amount after entering into a contract where the variation was unforeseen and is necessary in order for the goods or services to be supplied, and does not significantly change the contract scope in accordance with Reg 21A(a) Local Government (Functions and General) Regulations 1996.</u> <u>3.2 Contract Variations - Exempt and Procurement (\$50,000 - \$250,000)</u> <u>Pre-Contract:</u> <u>CEO may approve minor variations (see definition below) regarding to the scope of work specified in the quotation, following the receipt of submission, but prior</u>

	<u>to entering into a contract</u> provided there are sufficient funds being available within the approved budget for that item. • <u>A minor variation is defined as a variation that the local government is satisfied, is minor having regard to the total goods or services that were invited to supply and:</u> ○ <u>Does not alter the nature of the goods and/or services procured; and</u> ○ <u>Does not materially alter the specification or structure provided for by the initial quotation process; and</u> ○ <u>Is less than 10% of the original quoted price.</u> <u>Post Contract:</u> <u>CEO may approve minor variations in a contract that has been entered into provided that there are sufficient funds, being available within the approved budget for that item and the variation complies with the definition of a minor variation above.</u> • <u>Approve minor variations that were unforeseen and necessary for the supply of the goods or services.</u> <u>Variations (in total) are limited to a maximum of 10% (cumulative total) of the procurement value for the contract; or the value of the delegated officers' purchasing authority, whichever is the lesser.</u> <u>4. Extension of Contracts:</u> • <u>Contracts formed from tender process:</u> ○ <u>Where a tender is accepted that includes an option to extend the contract beyond the initial period, the Chief Executive Officer may exercise or decline that option (Reg 21A(b) Local Government (Functions and General) Regulations 1996).</u> • <u>Where any other contract is accepted with an option to extend the contract beyond the initial period, the Chief Executive Officer may exercise or decline that option.</u>

	<u>5. Expressions of Interest (EOI's) (Reg 21(1) Local Government (Functions & General) Regulations 1996):</u> <u>To call, accept the short listing and if required reject all Expression of Interests.</u>
<u>Express Power to Sub-Delegate:</u>	<u>Local Government Act 1995:</u> <u>s 5.44 CEO may delegate some powers and duties to other employees</u>

<u>Compliance Links:</u>	<u>Local Government Act 1995</u> <u>Local Government (Functions and General) Regulations 1996</u> <u>Council Policy 29 Purchasing Policy</u> <u>Operational Policy: BEXB32 Decision Making Policy – Decision Level 3</u> <u>Purchase Orders – Authority Limits Policy</u>
<u>Record Keeping:</u>	<u>Maintain Tender Register, recording details of decisions under this delegation and insert ECM-links to relevant evidentiary documents.</u> <u>Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> reg.19 Delegates to keep certain records, are retained in the City's record keeping systems.</u>

Version Control:

<u>1</u>	<u>Formerly incorporated as DA04 Tenders in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.</u>



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1.1.15 Acquisition of Land

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s 3.59 Commercial enterprises by local government
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Undertake the function of acquiring land, including lease and purchase.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Acquire 'real property', which is specifically identified within the current approved Budget with a value of up to \$1,000,000. 2. Acquire a leasehold interest in property for a cumulative cost over the life of the lease of up to \$1,000,000
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees
Compliance Links:	Local Government Act 1995: s 3.59 Commercial enterprises by local government Local Government (Functions and General) Regulations 1996 Part 3 BEXB7.4 Council Policy 29 Purchasing Operational Policy: BEXB32 Decision Making Policy – Decision Level 2



Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation to be retained in relevant ECM index.

Version Control:

1	Formerly incorporated as DA05 Acquisition and Disposal of Land in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.16 Disposal of Land

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s 3.58 Disposal of Property
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	- Undertake the function of disposing of land including through lease and sale. - Authority to dispose of property to: - the highest bidder at public auction [s 3.58(2)(a)]. - the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tender [s 3.58(2)(b)] - Authority to dispose of property by private treaty only in accordance with s 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice [s 3.58(3)]. - Manage lease / licence clauses, including but not limited to terminations, renewal options, assignments, subletting, and the establishment of special conditions or variations to payment schedules.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: - Dispose of 'real property', which is specifically identified within the current approved Budget with a value of up to \$1,000,000. - Dispose of a leasehold interest in property for a cumulative value over the life of the lease of up to \$1,000,000. - Assignment of leases and licences is subject to appropriate Police Clearances and Credit Checks

	(where unsatisfactory and the officer recommendation is to proceed refer to Council for decision).
	Conditions for Additional Conditions 1 and 2: The exercise of this power does not include the power of delegation.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995: s 3.58 Disposal of Property s 3.59 Commercial enterprises by local government Local Government (Functions and General) Regulations 1996 Part 3 BEXB7.4 Council Policy 29 Purchasing Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Records of exercise of delegated authority to be retained in ECM index:11/005. Associated Documentation to be retained in relevant ECM index.

Version Control:

1	Formerly incorporated as DA05 Acquisition and Disposal of Land in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.17 Disposal of Property (other than land)

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s 3.58 Disposal of Property <i>Local Government (Functions and General) Regulations 1996 –</i> r 30 (3) Dispositions of property excluded from Act s 3.58
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Dispose (includes to sell, lease, or otherwise dispose of whether absolutely or not) of assets (not including land surplus to the City's operational needs. Dispose as defined in the Act includes to sell, lease, or otherwise dispose of whether absolutely or not. Property as defined in the Act includes the whole or any part of the interest of a local government in property, but does not include money.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Limited to the disposal of minor plant or asset with a depreciated value of less than \$20,000 without the requirement for Council approval. 2. Limited to the disposal of a plant item or asset with a depreciated value of no more than \$90,000 in accordance with the requirements of s 3.58. 3. Donation of low value equipment, machinery and other materials in accordance with policy SB1-351 Donation of Disused Equipment, Machinery and Other Materials .
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i>



	s 5.44 CEO may delegate some powers and duties to other employees

Version Control:

1	Formerly incorporated as DA06 Disposal of Assets in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.18 Municipal or Trust Funds: Payments and Procedures

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 6.7 Municipal fund s 6.9 (3) Trust fund <i>Local Government (Financial Management) Regulations 1996</i> r 11 Payments, procedures for making etc. r 12 Payments from municipal fund or trust fund, restrictions on making
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Make payments from the Trust and Municipal Fund in accordance with procedures.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 Local Government (Financial Management) Regulations 1996 - r 5 CEO's duties as to financial management r 13 Payments from municipal fund or trust fund by CEO, CEO's duties as to etc. Local Government (Audit) Regulations 1996

	Department of Local Government, Sport and Cultural Industries Operational Guideline No.11 – Use of Corporate Credit Cards Department of Local Government, Sport and Cultural Industries: Accounting Manual <u>BEXB7.1 Council Policy 29</u> Purchasing <u>BEXB7.2 Council Policy 30</u> Corporate Credit and Debit Cards <u>BEXB11.1 Council Policy 43</u> Organisational Record Keeping Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19 Minute details of Council's resolution to receive the Authorised Cheque Listing and retain Cheque Vouchers, including electronic transfer records as evidence of decisions to make payments. Records of exercise of delegated authority to be retained in ECM index: 11/005. Associated Documentation to be retained in relevant ECM index.

Version Control:

1	Formerly DA07 Municipal and Trust Fund/Procedures and Payments in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.19 Grant Concession, Waive or Write Off Debts

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 6.12(1)(b), (c) and (3)
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Waive a debt which is owed to the City of Belmont [s 6.12(1)(b)]. 2. Grant a concession in relation to money which is owed to the City of Belmont [s 6.12(1)(b)]. 3. Write off an amount of money which is owed to the City of Belmont [s 6.12(1)(c)]
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Authorise a waiver, grant a concession or write off an amount of money owed to the City to a maximum value of \$5,000 per individual sundry debtor per financial year. 2. Write offs to be reported to Council on a quarterly basis with the Sundry Debtors Listing. 3. Reversals of incorrectly charged debts are not considered to be a write off.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 BEXB11.143 Organisational Record Keeping Operational Policy: BEXB32 Decision Making Policy – Decision Level 3



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19 Records of exercise of delegated authority to be retained in ECM index: 11/005. Associated Documentation to be retained in relevant ECM index.

Version Control:

1	Formerly incorporated as DA08 Waiver or Concessions – Granting in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.20 Investments

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 6.14 Power to invest <i>Local Government (Financial Management) Regulations 1996:</i> r 19 Investments, control procedures for
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Money held in the municipal fund or the trust fund that is not, for the time being, required by the local government for any other purpose may be invested in accordance with Part III of the <i>Trustees Act 1962</i> . Establish and document internal control procedures to ensure control over investments that enable the identification of the nature and location of all investments and the transactions related to each investment.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 Local Government (Financial Management) Regulations 1996 - BEXB7.3 Council Policy 31 Investment Operational Policy: BEXB32 Decision Making Policy – Decision Level 3



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19 Delegates to keep certain records are retained in the City's record keeping systems. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly incorporated as DA09 Investments in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.21 Recovery of Unpaid Rates

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 6.55 Recovery of rates and service charges. s 6.56 (1) Rates or service charges recoverable in court. s 6.60 Local government may require lessee to pay rent. s 6.64 Actions to be taken. s 6.69 (2) (3) Right to pay rates, service charges and costs, and stay proceedings. s 6.74 (1) Power to have land retested in the Crown if rates in arrears 3 years. Schedule 6.2(1) [1] Provisions relating to lease of land where rates or service charges unpaid [s 6.65]. Schedule 6.3(1) [4] and (4) [1] Provisions relating to sale or transfer of land where rates or service charges unpaid [s 6.68(3)].
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Undertake recovery of overdue unpaid rates, as well as the costs of proceedings, if any, for that recovery, incurred in a court of competent jurisdiction. As part of the legal recovery of rates and charges in court, documents such as summonses and warrants are required to be duly authorised.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Legal representation is limited by the Magistrates Court (Civil Proceedings) Act 2004.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	<u>Local Government Act 1995 –</u> • Part 6, Division 6 Subdivision 6 and Schedule.6.3 prescribe procedures relevant to exercise of authority under this delegation. • refer s 6.61 and 6.62 and Schedule 6.2 prescribe procedures relevant to exercise of authority under s 6.60 <u>Local Government (Financial Management) Regulations 1996 –</u> regulations 72 – 78 prescribe forms and procedures relevant to exercise of authority under this delegation. <u>Interpretation Act 1984</u> <u>Magistrates Court (Civil Proceedings) Act 2004 –</u> Part 4 <u>BEXB7.4 Council Policy 32</u> Collection of Rates <u>BEXB7.5 Council Policy 33</u> Pensioner's Outstanding Refuse Charges <u>BEXB7.6 Council Policy 34</u> Pensioner/Senior Rates Arrears <u>BEXB7.7 Council Policy 35</u> Financial Hardship Policy (COVID-19) Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19 Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.
Version Control:	
1	Formerly DA10 Recovery of Unpaid Rates in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.22 Administration of Local Laws

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Powers to determine applications, issue and apply conditions to approvals, consents, permits, licences and registrations, undertake enforcement functions and exercise discretion under the following local laws: Consolidated Local Laws 2020 Health Local Laws 2002
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To administer the City of Belmont Local Laws.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: • Infringements may only be issued by persons authorised for the purposes of section 9.16 of the <i>Local Government Act 1995</i> • Determinations under Part 13 of the Consolidated Local Law 2020 require a Resolution of Council.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 Part 9 Division 1 Objections and Review Part 9 Division 2 Enforcement and Legal Proceedings

	<u>Fines Penalties and Infringement Notices Enforcement Act 1994</u> Council Policies ~~NB3.1 Council Policy 47~~—Dangerous Trees ~~NB3.2 Council Policy 48~~ Urban Forest Policy ~~SB3.1 Council Policy 55~~ Naming Or Renaming Of Street, Parks And Reserves ~~SB3.4 Memorials In Open Space~~ ~~SB3.5 Council Policy 58~~ Personalisation Of Council Owned Buildings By Users ~~BEXB12.1 Council Policy 44~~ Street Numbering, Renumbering and Renaming Operational policies BB4 Manholes and Stormwater Connections BEXB24 Refuse Charges NB2 Storm Water Disposal from Private Properties SB12 Sausage Sizzle and Low Risk Food Manufacture and Sale by Charities and Community Groups SB13 Community Clothing Collection Bins SB14 Temporary Caravan Accommodation ~~SB-18~~ Commercially Run Temporary and Mobile Food Business Applying to Operate Within the City SB20 Dogs – Keeping of Three Dogs Operational Policy: BEXB32 Decision Making Policy – Decision Level 4
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	New Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.23 Extension for Rate Exemption Application

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s 6.76 Grounds of objection
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Determine an application to extend the time for lodging an objection to the rate record where an objection is to be made relating to a rates exemption in accordance with s 6.26 Rateable Land beyond 42 days from the date of service of the rate notice.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Applications for an extension are to be made in writing. 2. A recommendation on a rates exemption is to be referred to Council.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 Part 6 Division 6 Subdivision 7 Objections and Review BEXB7.4 Council Policy 32 Collection of Rates Operational Policy: BEXB32 Decision Making Policy – Decision Level 3



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record decision to approve or not approve the application for extension of time and insert ECM-links to evidentiary documents

Version Control:

1	Formerly DA 12 Extension for Rate Exemption Application in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.24 Variation of Meeting Date – Annual Electors Meeting

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 5.27 Electors' general meetings
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To vary the Annual Electors Meeting date from the date as outlined in Council Policy ~~7BEXB1.3~~ Council, Committee and Briefing Meeting Schedule should the need arise.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate: Appointed by CEO	The CEO has exercised the right not to sub-delegate this Delegation
Compliance Links:	Local Government Act 1995 Council Policy ~~7BEXB1.3~~ Council, Committee and Briefing Schedule Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented



	procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA 13 Authorised Officers – Variation of Meeting Date – Annual Electors Meeting in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.25 Bank Accounts

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s6.6 Funds to be established <i>Local Government (Financial Management) Regulations 1996</i> r 8 Separate bank etc. accounts required for some moneys
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Maintain separate accounts with a bank or other financial institution for money required to be held in: - the municipal fund; - the trust fund; - reserve accounts; and common investment authorised by the Act.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 Part 6 Division 4 BEXB7.3 Council Policy 31 Investment Operational Policy: BEXB32 Decision Making Policy – Decision Level 3



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA 11 Bank Accounts in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.26 Discretionary Gratuity Payments

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 5.50– Payments to employees in addition to contract or award
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To determine if a discretionary Gratuity payment should be made to a finishing employee under clause 23.1.1(d) of the City of Belmont Certified Agreement (2004) or clause 21.1.1(d) of the City of Belmont Certified Agreement (Operations) 2006.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Any discretionary payments made through this delegation are to be advertised in accordance with s 5.50 and must comply with the limitations contained in the regulations.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 s5.50. (2) Local Government (Administration) Regulations 1996 19A. Payments in addition to contract or award, limits of (Act s 5.50(3)) Fair Work Act 2009 BEXB10.4 Council Policy 39 Gratuity Payments and Gifts to Employees City of Belmont Certified Agreement (2004) - Inside Staff Certified Agreement (Operations) 2006



	Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA 14 Discretionary Gratuity Payments in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6. -

I.1.27 Determination of Applications for Legal Representation for Elected Members and Employees

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 6.7 Municipal fund s 9.56 Certain persons protected from liability for wrongdoing.
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To determine an application seeking financial assistance for Legal Representation not exceeding an amount of \$5000.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. The authority to approval applications for legal representation for Council members and employees is limited to a maximum of \$5,000 as per Council Policy ~~28BEXB6.1~~ Legal Representation for Elected Members and Employees. Amounts above \$5,000 are to be determined by Council. 2. Council is to be informed of any exercise of this delegation in accordance with Council Policy; 3. The determination must be made pursuant to Council Policy ~~28BEXB6.1~~ Legal Representation for Council Members and Employees'.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 s6.7 (2) s9.56 Certain persons protected from liability for wrongdoing Local Government Operational Guideline Legal Representation for Council Members and Employees ~~Council Policy 28BEXB6.1~~—Legal Representation for Elected Members and Employees Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> reg.19 Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.
Version Control:	
1	Formerly DA 15 Determination of Applications for Legal Representation for Council Members and Employees in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.28 Donations – Disaster Relief

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 6.7 Municipal Fund <i>Local Government (Financial Management) Regulations 1996</i> Payments from municipal fund or trust fund, restrictions on making
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To approve the provisions of funds towards appeals where natural disasters have occurred in accordance with the Donations – Financial Assistance Policy (Council Policy 50SB1.2)
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Limit on Delegation is \$5,000 as outlined within Council Policy 50SB1.2 Donations – Financial Assistance. 2. The amount to be proposed must be undertaken in liaison with the Mayor. 3. All Elected Members are to be consulted on the proposed donation amount, and if no agreement is reached a decision will then be referred to Council for further determination. 4. All amounts over \$5,000 are to be determined by Council resolution.
Delegator: Power / Duty assigned in legislation to:	Council
Compliance Links:	Local Government Act 1995 s 6.7 Municipal Fund

	<u>Local Government (Financial Management) Regulations 1996</u>: 12. Payments from municipal fund or trust fund, restrictions on making SB1.2 Council Policy 50 Donations - Financial Assistance Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA16 Donations – Disaster Relief in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.29 Community Contribution Funds

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 6.7 Municipal Fund <i>Local Government (Financial Management) Regulations 1996:</i> 12. Payments from municipal fund or trust fund, restrictions on making
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To approve applications for the release of funds as part of the Community Contribution Fund through requests for Financial assistance in accordance with the Donations – Financial Assistance policy (Council Policy SB1.250)
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Limit on Delegation is \$5,000 as outlined within Council Policy SB1.250 Donations – Financial Assistance. 2. All amounts over \$5,000 are to be determined by Council resolution. 3. Expenditure to be within approved budget and must be in accordance with programs outlined in Council Policy SB1.250 Donations – Financial Assistance. 4. Delegation is only to be exercised where there is a direct benefit to the City of Belmont Residents and communities.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	<u>Local Government Act 1995</u> s 6.7 Municipal Fund <u>Local Government (Financial Management) Regulations 1996</u>: 12. Payments from municipal fund or trust fund, restrictions on making <u>Council Policy SB1.2- 50</u> Donations - Financial Assistance Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.
Version Control:	
1	Formerly DA 17 Community Contribution Funds in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.30 Belmont Business Innovation Grants

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995 s 6.7 Municipal Fund Local Government (Financial Management) Regulations 1996: 12. Payments from municipal fund or trust fund, restrictions on making</i>
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Undertake the function of approving the release of funds as part of the Belmont Business Innovation Grants (BBIG) to a maximum limit of \$10,000 per application.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Expenditure to be within approved Budget and in accordance with ~~Council Policy BSB1.1 Belmont Business Innovation Grants approved guidelines~~
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	Local Government Act 1995 s 6.7 Municipal Fund Local Government (Financial Management) Regulations 1996: 12. Payments from municipal fund or trust fund, restrictions on making ~~BSB1.1 Belmont Business Innovation Grants~~ Operational Policy: BEXB32 Decision Making Policy – Decision Level 2



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA 18 Belmont Business Innovation Grants in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

I.1.3I Receiving Legal Documents to be Served on the City

Delegator: Power / Duty assigned in legislation to:	Council
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42 Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995</i> s 9.51 giving documents to local government
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To receive legal documents served upon the City by another party (i.e. subpoenas), these include documents prepared for compliance with; • <i>Magistrates Court Act 2004</i> • <i>District Court of WA Act 1969</i> • <i>Supreme Court Act 1975</i> • <i>High Court of Australia Act 1979</i>
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Unless a position title is included in the document this delegation does not extend to documents being served personally on an individual by name.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees
Compliance Links:	Local Government Act 1995 Operational Policy: BEXB32 Decision Making Policy – Decision Level 2.



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA 19 Receiving of Legal Documents to be served on the City in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

BUILDING ACT 2011 DELEGATIONS

2.1 Council to CEO / Employees

2.1.1 Grant a Building Permit

Delegator: Power / Duty assigned in legislation to:	Permit Authority (Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Building Act 2011:</i> s 127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s 18 Further Information s 20 Grant of building permit s 22 Further grounds for not granting an application s 27(1) and (3) Impose Conditions on Permit <i>Building Regulations 2012:</i> r 23 Application to extend time during which permit has effect (s 32) r 24 Extension of time during which permit has effect (s 32(3)) r 26 Approval of new responsible person (s 35(c))
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to require an applicant to provide any documentation or information required to determine a building permit application [s 18(1)]. 2. Authority to grant or refuse to grant a building permit [s 20(1) & (2) and s 22]. 3. Authority to impose, vary or revoke conditions on a building permit [s 27(1) and (3)]. 4. Authority to determine an application to extend time during which a building permit has effect [r 23]. i. Subject to being satisfied that work for which the building permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r 24(1)] ii. Authority to impose any condition on the building permit extension that could have been imposed under s 27 [r 24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a building permit [r 26].

Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: In issuing permits, licences and approvals ensure the Code of Conduct requirements for 'Quasi-Judicial Role' are applied. Notify Council of all refusals to grant Permits.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation - CEO)

Compliance Links:	Building Act 2011 s 119 Building and demolition permits – application for review by SAT s 23 Time for deciding application for building or demolition permit s 17 Uncertified application to be considered by building surveyor Building Regulations 2012 – r 25 Review of decision to refuse to extend time during which permit has effect (s 32(3)) – reviewable by SAT Building Services (Registration Act) 2011 – Section 7 Home Building Contracts Act 1991 – Part 3A, Division 2 – Part 7, Division 2 Building and Construction Industry Training Levy Act 1990 Heritage Act 2018 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3.
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly part of DA20 Building Act 2011 in the 2020-2021 Delegations Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.



2.1.2 Demolition Permits

Delegator: Power / Duty assigned in legislation to:	Permit Authority (Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Building Act 2011:</i> s 127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s 18 Further Information s 21 Grant of demolition permit s 22 Further grounds for not granting an application s 27(1) and (3) Impose Conditions on Permit <i>Building Regulations 2012</i> r 23 Application to extend time during which permit has effect (s 32) r 24 Extension of time during which permit has effect (s 32(3)) r 26 Approval of new responsible person (s 35(c))
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to require an applicant to provide any documentation or information required to determine a demolition permit application [s 18(1)]. 2. Authority to grant or refuse to grant a demolition permit on the basis that all s 21(1) requirements have been satisfied [s 20(1) & (2) and s 22]. 3. Authority to impose, vary or revoke conditions on a demolition permit [s 27(1) and (3)]. 4. Authority to determine an application to extend time during which a demolition permit has effect [r 23]. i. Subject to being satisfied that work for which the demolition permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r 24(1)] ii. Authority to impose any condition on the demolition permit extension that could have been imposed under s 27 [r 24(2)]. 5 Authority to approve, or refuse to approve, an application for a new responsible person for a demolition permit [r 26].

Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: In issuing permits, licences and approvals ensure the Code of Conduct requirements for 'Quasi-Judicial Role' are applied. Notify Council of all refusals to grant Permits.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation - CEO)

Compliance Links:	Building Act 2011 s 119 Building and demolition permits – application for review by SAT s 23 Time for deciding application for building or demolition permit Building Services (Complaint Resolution and Administration) Act 2011 — Part 7, Division 2 Building and Construction Industry Training Levy Act 1990 Heritage Act 2018 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly part of DA20 Building Act 2011 in the 2020-2021 Delegations Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

2.1.3 Occupancy Permits or Building Approval Certificates

Delegator: Power / Duty assigned in legislation to:	Permit Authority (Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Building Act 2011:</i> s 127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s 55 Further information s 58 Grant of occupancy permit, building approval certificate s 62(1) and (3) Conditions imposed by permit authority s 65(4) Extension of period of duration <i>Building Regulations 2012</i> r 40 Extension of period of duration of time limited occupancy permit or building approval certificate (s 65)
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to require an applicant to provide any documentation or information required in order to determine an application [s 55]. 2. Authority to grant, refuse to grant or to modify an occupancy permit or building approval certificate [s 58]. 3. Authority to impose, add, vary or revoke conditions on an occupancy permit [s 62(1) and (3)]. 4. Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect [s 65(4) and r 40].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: • In issuing permits, licences and approvals ensure the Code of Conduct requirements for 'Quasi-Judicial Role' are applied. Notify Council of all refusals.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation - CEO)

Compliance Links:	Building Act 2011 s 59 time for granting occupancy permit or building approval certificate s 60 Notice of decision not to grant occupancy permit or grant building approval certificate s 121 Occupancy permits and building approval certificates – application for review by SAT Building Services (Complaint Resolution and Administration) Act 2011 – Part 7, Division 2 Building and Construction Industry Training Levy Act 1990 Heritage Act 2018 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.
Version Control:	
1	Formerly part of DA20 Building Act 2011 in the 2020-2021 Delegations Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

2.1.4 Designate Employees as Authorised Persons

Delegator: Power / Duty assigned in legislation to:	Permit Authority (Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Building Act 2011:</i> s 127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s 96(3) authorised persons s 99(3) Limitation on powers of authorised person
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to designate an employee as an authorised person [s 96(3)]. 2. Authority to revoke or vary a condition of designation as an authorised person or give written notice to an authorised person limiting powers that may be exercised by that person [s 99(3)]. NOTE: An <i>authorised person</i> for the purposes of s 96(3) and 99(3) is <u>not</u> an <i>approved officer</i> or <i>authorised officer</i> for the purposes of Building Reg. 70.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Decisions under this delegated authority should be in accordance with r 5 of the <i>Building Regulations 2012</i>.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation - CEO)

Compliance Links:	Building Act 2011: s 97 each designated authorised person must have an identity card. r 5A Authorised persons (s 3) – definition Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19.



	Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly part of DA01 Appointment of Authorised Officers in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

2.1.5 Building Orders

Delegator: Power / Duty assigned in legislation to:	Permit Authority (Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Building Act 2011:</i> s 127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s 110(1) A permit authority may make a building order s 111(1) Notice of proposed building order other than building order (emergency) s 117(1) and (2) A permit authority may revoke a building order or notify that it remains in effect s 118(2) and (3) Permit authority may give effect to building order if non-compliance s 133(1) A permit authority may commence a prosecution for an offence against this Act
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to make Building Orders in relation to: a. Building work b. Demolition work c. An existing building or incidental structure [s 110(1)]. 2. Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s 111(1)(c)]. 3. Authority to revoke a building order [s 117]. 4. If there is non-compliance with a building order, authority to cause an authorised person to: a. take any action specified in the order; or b. commence or complete any work specified in the order; or c. if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease [s 118(2)]. 5. Authority to take court action to recover as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order [s 118(3)]. 6. Authority to initiate a prosecution pursuant to section 133(1) for non-compliance with a building order made pursuant to s 110 of the <i>Building Act 2011</i>.

Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: In issuing permits, licences and approvals ensure the Code of Conduct requirements for 'Quasi-Judicial Role' are applied. Notify Council of all Orders issued.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation - CEO)

Compliance Links:	Building Act 2011: s 111 Notice of proposed building order other than building order (emergency) s 112 Content of building order s 113 Limitation on effect of building order s 114 Service of building order Part 9 Review - s 122 Building orders – application for review by SAT Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly part of DA20 Building Act 2011 in 2020-2021 Delegations Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

2.1.6 Alternative Solutions – Private Pool Barriers and Smoke Alarms

Delegator: Power / Duty assigned in legislation to:	Permit Authority (Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Building Act 2011:</i> s 127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Regulations 2012:</i> r 51 Approvals by permit authority. r 55 Terms used (alternative building solution approval). r 61 Local government approval of battery powered smoke alarms.
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to approve requirements for alternatives to a fence, wall, gate or other component included in the barrier, if satisfied that the alternative requirements satisfy the relevant requirements of r 51(2), (3) & (5). 2. Authority to approve alternative solutions to meet the requirements of the Building Code relating to fire detection and early warning. 3. Authority to approve or refuse to approve battery operated smoke alarms and determine the form of an application for such approval (r 61).
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: • In issuing permits, licences and approvals ensure the Code of Conduct requirements for 'Quasi-Judicial Role' are applied. Notify Council of all refusals.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation - CEO)
Compliance Links:	Building Act 2011 Building Regulations 2012 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

2.1.7 Designate Employees as Approved and Authorised Persons (r70)

Delegator: Power / Duty assigned in legislation to:	Permit Authority (Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Building Act 2011:</i> s 127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Regulations 2012:</i> r 70 Approved officers and authorised officers
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to appoint an approved officer for the purposes of s 6(a) of the <i>Criminal Procedure Act 2004</i>, in accordance with Building Regulation 70(1) and (1A). NOTE: Only employees delegated under s 5.44(1) of the <i>Local Government Act 1995</i> with power under s 9.19 or 9.20 may be appointed as “approved officers”. 2. Authority to appoint an authorised officer for the purposes of s 6(b) of the <i>Criminal Procedure Act 2004</i>, in accordance with Building Regulation 70(2). NOTE: Only employees appointed under s 9.10 of the <i>Local Government Act 1995</i> and authorised for the purpose of performing functions under s 9.16 of that Act may be appointed as “authorised officers” for the purposes of Building Regulation 70(2).
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation - CEO)
Compliance Links:	Building Act 2011: s 97 each designated authorised person must have an identity card. r 5A Authorised persons (s 3) – definition Operational Policy: BEXB32 Decision Making Policy – Decision Level 3



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> reg.19 Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly part of DA01 Appointment of Authorised Officers in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

BUSH FIRES ACT 1954 DELEGATIONS

3.1 Council to CEO and Bush Fire Control Officer

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Bush Fires Act 1954:</i> s 48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i>
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	All powers duties and functions of the local government under the <i>Bush Fires Act 1954</i> including s59 & S59A, and associated Regulations
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil.
Delegation to	Chief Bushfire Control Officer Manager Safer Communities
Express Power or Duty Delegated:	s 59 Prosecution of Offences s 59A Alternative Procedure – infringement notices
Conditions of Delegation	Standard Conditions as above apply. Withdrawal of Infringements may only be made by the Chief Executive Officer (<i>r4(a) Bush Fire (Infringement) Regulations 1978</i>)
Express Power to Sub-Delegate:	NIL – Sub-delegation is prohibited by s 48(3)
Compliance Links:	Bush Fires Act 1954 Bush Fire (Infringement) Regulations 1978 Bush Fire Regulations 1954 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3.



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA24 Bush Fires Act – Powers and Functions in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

CAT ACT 2011 DELEGATIONS

4.1 Council to CEO

4.1.1 Cat Act 2011 – Administration and Enforcement

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Cat Act 2011:</i> s 44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s 9 Registration s 10 Cancellation of registration s 11 Registration numbers, certificates and tags s 26 Cat control notice may be given to cat owner s 37 Approval to Breed Cats s 38 Cancellation of approval to breed cats s 39 Certificate to be given to approved cat breeder s 49(3) s 73 Prosecutions <i>Cat Regulations 2012</i> Schedule 3, cl.1(4) Fees Payable Schedule 3, cl1(2) & (3) <i>Cat (Uniform Local Provisions) Regulations 2013:</i> r 8 Application to keep additional number of cats. r 9 Grant of approval to keep additional number of cats. <i>City of Belmont Consolidated Local Law 2020</i> relevant sections pertaining to animals.
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authorised to: Exercise any of the City's powers or the discharge of any of its duties under the <i>Cat Act 2011</i>. Appoint such persons to be Authorised Persons for performing particular functions under this Act.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions:

	• s 48(2) A person who is not an employee of a local government cannot be appointed to be an authorised person for the purposes of s 62 (Infringement notices). • Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the <i>Cat Act 2011</i>. • Reduction or waiver of fees in relation to any class of cat must be a decision of Council and included in the Fees and charges in accordance with s 6.16, 6.17 & 6.18 of <i>Local Government Act 1995</i>.
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s 45 Delegation by CEO of local government Note: s 45(6) A power or duty under s 63, 64 or 65 cannot be delegated to an authorised person.

Compliance Links:	Cat Act 2011 Cat Regulations 2012 r 11 Application for registration (s 8(2)), prescribes the Form of applications for registration. r 12 Period of registration (s 9(7)) r 11 Changes in registration r 14 Registration certificate (s 11(1)(b)) r 15 Registration tags (s 76(2)) r 21 Application for approval to breed cats (s 36(2)) r 22 Other circumstances leading to refusal of approval to breed cats (s 37(2)(f)) r 23 Person who is not refused approval to breed cats (s 37(5)) r 24 Duration of approval to breed cats (s 37(6)) r 25 Certificate given to approved cat breeder (s 39(1)) Cat (Uniform Local Provisions) Regulations 2013 Decisions are subject to Objection and Review by the State Administration Tribunal rights – refer Part 4, Division 5 of the <i>Cat Act 2011</i>. City of Belmont Consolidated Local Law 2020 Operational Policy: BEXB32 Decision Making Policy – Decision Level 2
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19.



	Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA31 Cat Act 2011 in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

DOG ACT 1976 DELEGATIONS

5.1 Council to CEO

5.1.1 Dog Act 1976 – Power or duty of the local government under any provision of the Act

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Dog Act 1976</i> s10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976</i> s 15(2) & (4A) Registration period and fees s 16(3) Registration procedures s 17A(2) s 17(4) & (6) s 29(5) power to seize dogs s 29(11) s 33E (1) Individual dog may be declared to be dangerous dog (declared) s 33F(6) Owners to be notified of making of declaration s 33G(4) Seizure and destruction s 33H(1), (2) and (5) Local government may revoke declaration or proposal to destroy s 33M(1)(a) Local Government expenses to be recoverable s 44 Enforcement proceedings
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To carry out the functions of the <i>Dog Act 1976</i> , associated regulations and local laws. To determine the registration procedures and to - determine to refuse a dog registration - determine and provide notice for the non-renewal, cancellation or refusal to register due to reasons in accordance with the Act and associated regulations - discount or waive a registration fee - apply for seizure and following seizure dealt with in accordance with s17(6) Authority to grant, refuse to grant or cancel a kennel licence [s 27(4) and (6)].

	Authority to recover moneys, in a court of competent jurisdiction, due in relation to a dog for which the owner is liable [s 29(5)]. Authority to dispose of or sell a dog which is liable to be destroyed [s 29(11)] Authority to declare an individual dog to be a dangerous dog [s 33E(1)]. Authority to consider and determine to either dismiss or uphold an objection to the declaration of a dangerous dog [s 33F(6)]. Authority to consider and determine to either dismiss or uphold an objection to seizure of a dangerous dog [s 33G(4)]. Authority to revoke a declaration of a dangerous dog or revoke notice proposing to cause a dog to be destroyed, only where satisfied that the dog can be kept without likelihood of any contravention of this Act [s 33H(1)] Authority to, before dealing with an application to revoke a declaration or notice, require the owner of the dog to attend with the dog a course in behaviour and training or otherwise demonstrate a change in the behaviour of the dog [s 33H(2)]. Authority to consider and determine to either dismiss or uphold an objection to a decision to revoke [s 33H(5)]: (a) a notice declaring a dog to be dangerous; or (b) a notice proposing to cause a dog to be destroyed. Authority to determine the reasonable charge to be paid by an owner at the time of payment of the registration fee under s 15, up to any maximum amount prescribed, having regard to the expenses incurred by the Local Government in making inquiries, investigations and inspections concerning the behaviour of a dog declared to be dangerous [s 33H(5)].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation.

	Additional Conditions: The Chief Executive Officer may further delegate (Sub-delegate) to employees with the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this delegation.
Express Power to Sub-Delegate:	s 10AA (3) Delegation of local government powers and duties (Note: sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Compliance Links:	Dog Act 1976 Includes recovery of expenses relevant to: s 30A(3) Operator of dog management facility may have dog microchipped at owner's expense s 33M Local government expenses to be recoverable. s 47 Veterinary service expenses recoverable from local government Dog Regulations 2013 r 31 Local government expenses as to dangerous dogs (declare) City of Belmont Consolidated Local Law 2020 Note –Decisions under this delegation may be referred for review by the State Administration Tribunal Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA29 Dogs in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.



5.1.2 Keeping of Three Dogs

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Dog Act 1976</i> s 10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976</i> s 26 Limitation as to numbers
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	To determine applications for keeping of three dogs in accordance with Council Policy.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: The Chief Executive Officer may further delegate (Sub-delegate) to employees with the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this delegation.
Express Power to Sub-Delegate:	s 10AA (3) Delegation of local government powers and duties (Note: sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Compliance Links:	Dog Act 1976 Dog Regulations 2013 City of Belmont Consolidated Local Law 2020 SB20 Dogs – Keeping of Three Dogs Operational Policy: BEXB32 Decision Making Policy – Decision Level 2



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA30 Keeping of Three Dogs in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6. .

FOOD ACT 2008 DELEGATIONS

6.1 Council to CEO/ Employees

6.1.1 Determine Compensation

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Food Act 2008:</i> s 118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s 119] and guidelines adopted [s 120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s 56(2) Compensation to be paid in certain circumstances s 70(2) and (3) Compensation
Delegate:	Chief Executive Officer Director Development and Communities
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to determine applications for compensation in relation to any item seized, if no contravention has been committed and the item cannot be returned [s 56(2)]. Authority to determine an application for compensation from a person on whom a prohibition notice has been served and who has suffered loss as the result of the making of the order and who considers that there were insufficient grounds for making the order [s 70(2) and (3)].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. In accordance with s 118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time. 2. Compensation under this delegation may only be determined upon documented losses up to a maximum of \$5000.00. Compensation requests above this value are to be reported to Council.

Express Power to Sub-Delegate:	NIL – <i>Food Regulations 2009</i> do not provide for sub-delegation.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal Food Act 2008 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

6.1.2 Prohibition Orders

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Food Act 2008</i> s 118 Functions of enforcement agencies and delegation s 119 Conditions on performance of functions by enforcement agencies s 120 Performance of functions by enforcement agencies and authorised officers
Express Power or Duty Delegated:	<i>Food Act 2008</i> s 65 Prohibition order s 66 Certificate of clearance to be given in certain circumstances s 67 Request for re-inspection
Delegate:	Chief Executive Officer Director Development and Communities Manager Safer Communities
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	This delegation provides authority to: - 1. Serve a prohibition order on the proprietor of a food business in accordance with s 65 of the <i>Food Act 2008</i> ; 2. Give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any improvement notices; 3. Give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil.
Express Power to Sub-Delegate:	NIL – <i>Food Regulations 2009</i> do not provide for sub-delegation.
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal Food Act 2008

	<u>City of Belmont Consolidated Local Laws 2020</u> Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA26 Prohibition Orders in 2020-2021 Delegations Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

6.1.3 Registration of Food Business

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Food Act 2008</i> s 118 Functions of enforcement agencies and delegation s 119 Conditions on performance of functions by enforcement agencies s 120 Performance of functions by enforcement agencies and authorised officers
Express Power or Duty Delegated:	<i>Food Act 2008</i> s 110 Registration of food business s 112 Variation of conditions or cancellation of registration of food businesses.
Delegate:	Chief Executive Officer Director Development and Communities Manager Safer Communities
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	The delegation provides the authority to: - 1. Register a food business in respect of any premises for the purposes of Part 9 of the <i>Food Act 2008</i> and issue a certificate of registration; 2. After considering an application, determine to grant (with or without conditions) or refuse the application; 3. Vary the conditions or cancel the registration of a food business in respect of any premises under Part 9 of the <i>Food Act 2008</i> .
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil.
Express Power to Sub-Delegate:	NIL – <i>Food Regulations 2009</i> do not provide for sub-delegation.
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal Food Act 2008 City of Belmont Consolidated Local Laws 2020



	Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA27 Registration of Food Business in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

6.1.4 Appoint Authorised Officers and Designated Officers

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Food Act 2008</i> s 118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s 119] and guidelines adopted [s 120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s 122(1) Appointment of authorised officers s 126(6), (7) and (13) Infringement Officers
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to appoint a person to be an authorised officer for the purposes of the <i>Food Act 2008</i> [s 122(2)]. 2. Authority to appoint an Authorised Officer appointed under s 122(2) of this Act or the s 24(1) of the <i>Public Health Act 2016</i>, to be a Designated Officer for the purposes of issuing Infringement Notices under the <i>Food Act 2008</i> [s 126(13)]. 3. Authority to appoint an Authorised Officer to be a Designated Officer (who is prohibited by s 126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s 126(6)] and determining withdrawal of an infringement notice [s 126(7)].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil.
Express Power to Sub-Delegate:	NIL – <i>Food Regulations 2009</i> do not provide for sub-delegation.
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal



	<u>Food Act 2008</u>
	Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly included in DA01 Appointment of Authorised Officers in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

6.1.5 Debt Recovery and Prosecutions

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Food Act 2008</i> s 118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s 119] and guidelines adopted [s 120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s 54 Cost of destruction or disposal of forfeited item s 125 Institution of proceedings
Delegate:	Chief Executive Officer Director Development and Communities Manager Safer Communities
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to recover costs incurred in connection with the lawful destruction or disposal of an item (seized) including any storage costs [s 54(1)] and the costs of any subsequent proceedings in a court of competent jurisdiction [s 54(3)]. 2. Authority to institute proceedings for an offence under the <i>Food Act 2008</i> [s 125].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil.
Express Power to Sub-Delegate:	NIL – <i>Food Regulations 2009</i> do not provide for sub-delegation.
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal Food Act 2008 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly included in DA28 Food Act 2008 Prosecutions in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

GRAFFITI VANDALISM ACT 2016 DELEGATIONS

7.1. Council to CEO

7.1.1 Graffiti Vandalism Act – Administration and Enforcement

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Graffiti Vandalism Act 2016:</i> s 16 Delegation by local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s 28 Notice of entry s 29 Entry under warrant
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authorised to exercise any of the City's powers or the discharge of any of its duties under the <i>Graffiti Vandalism Act 2016</i> .
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the <u>Standard Conditions of Delegation</u> and the following specific additional conditions for this delegation. Additional Conditions: <i>Graffiti Vandalism Act 2016</i> • s 21 Advice of objection and review rights: Whenever a notice is given under section 18, the person giving it is to ensure that, as soon as practicable after the notice is given, the affected person is given written reasons for being given the notice and is informed of the person's rights under this Division to object against, and apply for a review of, the decision to give the notice. • s 20 Affected person: If the person to whom a local government gives a notice under section 18 is not the owner of the property to which the notice relates, the owner is also an affected person, and a reference in this Division to the affected person includes both the owner and the person to whom the notice was given. • s 24 Suspension of effect of notice:

	Any objection to a notice must be dealt with by the local government as if it were an objection to a decision of the local government under the <i>Local Government Act 1995</i> Part 9 and section 9.6 of that Act applies when dealing with that objection.
Express Power to Sub-Delegate:	<i>Graffiti Vandalism Act 2016:</i> s 17 Delegation by CEO of local government.

Compliance Links:	Graffiti Vandalism Act 2016 City of Belmont Consolidated Local Laws 2020 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

PUBLIC HEALTH ACT 2016 DELEGATIONS

8.1 Council to CEO

8.1.1 Appoint Authorised Officer or Approved Officer (Asbestos Regs)

Delegator: Power / Duty assigned in legislation to:	Enforcement Agency (defined as Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Health (Asbestos) Regulations 1992:</i> r 15D(7) Infringement Notices
Express Power or Duty Delegated:	<i>Health (Asbestos) Regulations 1992:</i> r 15D(5) Infringement Notices
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority to appoint a person or classes of persons as an authorised officer or approved officer for the purposes of the <i>Criminal Procedure Act 2004</i> Part 2 [r 15D(5)].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: a. Subject to each person so appointed being issued with a certificate, badge or identity card identifying the officer as a person authorised to issue infringement notices [r 15D(6)].
Express Power to Sub-Delegate:	Nil – the <i>Health (Asbestos) Regulations 1992</i> do not provide a power to sub-delegate.

Compliance Links:	Public Health Act 2016 Health (Asbestos) Regulations 1992 Criminal Procedure Act 2004 City of Belmont Consolidated Local Laws 2020 City of Belmont Health Local Law 2012 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly Incorporated into DA01 Appointment of Authorised Officers in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

8.1.2 Enforcement Agency Reports to the Chief Health Officer

Delegator: Power / Duty assigned in legislation to:	Enforcement Agency (defined as Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Public Health Act 2016:</i> s 21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s 22 Reports by and about enforcement agencies
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to prepare and provide to the Chief Health Officer, the Local Government's report on the performance of its functions under this Act and the performance of functions by persons employed or engaged by the City of Belmont [s 22(1)] 2. Authority to prepare and provide to the Chief Health Officer, a report detailing any proceedings for an offence under this Act [s 22(2)].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: a. Subject to each person so appointed being issued with a certificate, badge or identity card identifying the officer as a person authorised to issue infringement notices [r 15D(6)].
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the <i>Public Health Act 2016</i> , specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s 21(4)].

Compliance Links:	Public Health Act 2016 s 20 Conditions on performance of functions by enforcement agencies. Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> - r 19.



	Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

8.1.3 Designate Authorised Officers

Delegator: Power / Duty assigned in legislation to:	Enforcement Agency (defined as Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Public Health Act 2016:</i> s 21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s 24(1) and (3) Designation of authorised officers
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Authority to designate a person or class of persons as authorised officers for the purposes of: i. The <i>Public Health Act 2016</i> or other specified Act ii. Specified provisions of the <i>Public Health Act 2016</i> or other specified Act iii. Provisions of the <i>Public Health Act 2016</i> or another specified Act, other than the specified provisions of that Act. Including: a. an environmental health officer or environmental health officers as a class; OR b. a person who is not an environmental health officer or a class of persons who are not environmental health officers, OR c. a mixture of the two. [s 24(1) and (3)].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: 1. Subject to each person so appointed being; • Appropriately qualified and experienced [s 25(1)(a)]; and • Issued with a certificate, badge or identity card identifying the authorised officer [s 30 and 31]. 2. A Register (list) of authorised officers is to be maintained in accordance with s 27.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the <i>Public Health Act 2016</i> , specifically authorises a delegated power or

	duty of an enforcement agency to be further delegated [s 21(4)].
Compliance Links:	Public Health Act 2016 s 20 Conditions on performance of functions by enforcement agencies. s 25 Certain authorised officers required to have qualifications and experience. s 26 Further provisions relating to designations s 27 Lists of authorised officers to be maintained s 28 When designation as authorised officer ceases s 29 Chief Health Officer may issue guidelines about qualifications and experience of authorised officers s 30 Certificates of authority s 31 Issuing and production of certificate of authority for purposes of other written laws s 32 Certificate of authority to be returned. s 136 Authorised officer to produce evidence of authority Criminal Investigation Act 2006, Parts 6 and 13 – refer s 245 of the <i>Public Health Act 2016</i> The Criminal Code, Chapter XXVI – refer s 252 of the <i>Public Health Act 2016</i> Dog Act 1974 Cat Act 2011 City of Belmont Consolidated Local Law 2020 City of Belmont Health Local Law 2012 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:



1	Formerly included DA01 Appointment of Authorised Officers in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

8.1.4 Determine Compensation of Seized Items

Delegator: Power / Duty assigned in legislation to:	Enforcement Agency (defined as Local Government)
Express Power to Delegate: Power that enables a delegation to be made	<i>Public Health Act 2016:</i> s 21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s 264 Compensation
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Authority, in response to an application for compensation, to determine compensation that is just and reasonable in relation to any item seized under Part 16 if there has been no contravention of the Act and the item cannot be returned or has in consequence of the seizure depreciated in value [s 264].
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Compensation is limited to a maximum value of \$5000, with any proposal for compensation above this value to be referred for Council's determination.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the <i>Public Health Act 2016</i> , specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s 21(4)].

Compliance Links:	Public Health Act 2016 s 20 Conditions on performance of functions by enforcement agencies. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal City of Belmont Consolidated Local Law 2020 City of Belmont Health Local Law 2012 Operational Policy: BEXB32 Decision Making Policy – Decision Level 3



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

PLANNING AND DEVELOPMENT ACT 2005 DELEGATIONS

9.1 Council to CEO

9.1.1 Illegal Development

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Local Government Act 1995:</i> s 5.42(b) Delegation of some powers or duties to the CEO s 5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Planning and Development Act 2005:</i> Section 214(2), (3) and (5)
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	1. Give a written direction to the owner or any other person undertaking an unauthorised development to stop, and not recommence, the development or that part of the development that is undertaken in contravention of the planning scheme, interim development order or planning control area requirements; 2. Give a written direction to the owner or any other person who undertook an unauthorised development: (a) to remove, pull down, take up, or alter the development; and (b) to restore the land as nearly as practicable to its condition immediately before the development started, to the satisfaction of the responsible authority. 3. Give a written direction to the person whose duty it is to execute work to execute that work where it appears that delay in the execution of the work to be executed under a planning scheme or interim development order would prejudice the effective operation of the planning scheme or interim development order.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: Nil

Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s 5.44 CEO may delegate some powers and duties to other employees

Compliance Links:	<i>Planning and Development Act 2005</i> <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> <i>City of Belmont Consolidated Local Law 2020</i> Note –Decisions under this delegation may be referred for review by the State Administration Tribunal Operational Policy: BEXB32 Decision Making Policy – Decision Level 3.
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	New. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.

9.2 Local Planning Scheme 15– Council to CEO

9.2.1 Development Applications

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2, Part 10, s 82(1) Delegations by local government
Express Power or Duty Delegated:	<i>Planning and Development (Local Planning Schemes) Regulations 2015, Schedule 2</i> s 68 Determination of applications s 70 Form and date of determination s 77 Amending or cancelling applications Planning and Development (Development Assessment Panel) Regulations 2011 17A Amendment or cancellation of development approval by responsible authority.
Delegate:	Chief Executive Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Interpret and apply the provisions of Local Planning Scheme No. 15 and any relevant statutory planning framework, including Local and State Planning Policies. To determine development applications by issuing refusals, deemed refusals, approvals with relevant conditions and amendments to development approvals in respect of applications determined under delegated authority.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: This delegation must not be exercised by the delegated officer where: The estimated cost of development, excluding any development undertaken by the City, exceeds \$5 million.

	• The City, or an authorised party acting on behalf of the City, is proposing development, unless the development is on land owned or under the care and control of the City and its estimated cost does not exceed \$2 million. • The development proposal has a strategic impact and as a result involves issues in which Council has a direct interest. • A significant variation to the development standards listed in Local Planning Scheme No. 15 is evident. • A significant variation to a Local Planning Policy is evident and the variation is not consistent with the objectives of the Local Planning Policy. • A development application proposes a use which is a use that is not listed in the Local Planning Scheme No. 15 Zoning Table and the use has not previously been determined by Council. • A formal written objection has been received during the advertising of an application, unless in the opinion of the Chief Executive Officer or his delegate: a. The proposal is consistent with the objectives and intent of Local Planning Scheme No.15, the Residential Design Codes and any relevant Council Policy; and b. The objection can be overcome by imposing a condition on any approval granted, or modifying the design of the development; or c. The objection does not relate to the matter for which it has been referred and/or does not relate to valid planning and development considerations associated with the proposal; or d. The application is refused. • A development application proposes a variation to the Deemed-to-Comply provisions (Part 5) or the Element Objectives and/or Acceptable Outcomes (Part 6) of the Residential Design Codes and that variation does not satisfy the related Design Principles (Part 5 only). • The height of a proposed residential development exceeds three storeys or other height specified by Local Planning Scheme No. 15 or other statutory planning framework.

Specific Delegation to	Director Development and Communities Manager Planning Services Coordinator Planning Coordinator Planning Projects
Function:	Amendments and Cancellations to Previously Approved Development Authority is granted to determine applications to amend or cancel previously Council approved developments, and Development Assessment Panel Form 2 Applications
Specific Delegation to	Director Development and Communities Manager Planning Services
Function:	Approvals for Development Applications – Use Not Listed – Types Previously Determined by Council Authority granted to make determinations on development applications for “Use Not Listed” types that have previously been determined by Council.
Express Power to Sub-Delegate:	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Schedule 2 Part 10 s 83(1) Local government CEO may delegate powers.

Compliance Links:	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015 City of Belmont Consolidated Local Law 2020 Note –Decisions under this delegation may be referred for review by the State Administration Tribunal Operational Policy: BEXB32 Decision Making Policy – Decision Level 4 (Extract below).



Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA21 Development Applications in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.
2.	Amended OCM 22/2/22 Change to Officer title

9.2.2 Preliminary and Final Built Strata Approval

Delegator: Power / Duty assigned in legislation to:	Local Government
Express Power to Delegate: Power that enables a delegation to be made	<i>Planning and Development Act 2005</i> s16 (3) (e) Delegation by Commission
Express Power or Duty Delegated:	<i>Planning and Development Act 2005</i> s16 (3) (e) Delegation by Commission <i>Strata Titles Act 1985</i> s15 s21 s22 s25 Certificate of Commission; and s27 Review of Commission decision
Delegate:	Director Development and Communities Manager Planning Services Coordinator Planning Services Coordinator Planning Projects Senior Planning Officer
Function: This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.	Determine applications for preliminary built strata approval, and final built strata approval and endorse the applicable Form 26 after the conditions preliminary strata plan approval have been fulfilled, as delegated by the Western Australian Planning Commission.
Council Conditions on this Delegation:	Any person proposing to exercise a power under delegated authority shall comply with the Standard Conditions of Delegation and the following specific additional conditions for this delegation. Additional Conditions: This delegation must not be exercised by the delegated officer for applications that: • Propose the creation of a vacant lot; • Propose vacant air stratas in multi-tiered strata scheme developments; and • Where, in the opinion of the WAPC as notified to the relevant local government as notified to the WAPC in writing, relate to a type of development and/or land within an area which is of state or

	regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.
Express Power to Sub-Delegate:	Nil

Compliance Links:	Planning and Development Act 2005 Delegation 2020/01 (Refer Delegation 10.2.3) Strata Titles Act 1985 Note –Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Ensure that evidentiary documents that meet the requirements of <i>Local Government (Administration) Regulations 1996</i> r 19. Records of exercise of delegated authority to be retained in ECM index:11/005. Record details of documented procedures; the subsequent amendment of procedures and ECM-links to relevant evidentiary documents.

Version Control:

1	Formerly DA22 Preliminary and Final Built Strata in 2020-2021 Delegation Register. Approved ELT 19/5/2021; OCM 22/6/2021 Item 12.6.
2	Change of Officer Title Approved OCM 22/2/2022

STATUTORY AUTHORISATIONS AND DELEGATIONS TO LOCAL GOVERNMENT FROM STATE GOVERNMENT AUTHORITIES

10.1 Environmental Protection Act 1986

10.1.1 Noise Control – Environmental Protection Notices [Reg 65(1)]

Delegation 52

10.1.2 Noise Management Plans – Keeping Log Books, Noise Control Notices, Calibration and Approval of Non-Complying Events

Delegation 112

10.1.3 Noise Management Plans – Construction Sites

Delegation 119 EPA Noise Regulations

10.2 Planning and Development Act 2005

10.2.1 Instrument of Authorisation – Sign Development Applications for Crown Land as Owner

WAPC_DEL_Authorisation_Instrument_Minister_of_Lands_(local_gov_CEOs).pdf

10.2.2 Development Control Powers – Powers of Local Governments and DOT - Metropolitan Region Scheme (DEL.2017/02)

Govt Gazette 30/5/17 &

WAPC_DEL_Powers_of_Local_Governments_and_DoT.pdf

Govt Gazette 2/6/17

WAPC_DEL_Powers_of_Local_Governments_and_DoT_correction_notice_2Jun2017.
pdf

Government Gazette 18/12/18

WAPC_DEL_Amendment_Powers_of_local_governments_and_DOT_MRS_18Dec201
8.pdf

10.2.3 WA Planning Commission – Section 25 of the *Strata Titles Act 1985*

Powers of Local Governments - s 15 of the *Strata Titles Act 1985* (DEL.2020/01)



10.3 Main Roads Act 1930

10.3.1 Traffic Management – Events on Roads & Works on Roads

MRWA / Authority to use Traffic Signs & Devices at Events- Instrument ... of Au...
DSID 2588809

MRWA / Authority to use Traffic Signs & Devices at Events- Instrument ...

Main Roads /Delegation of Authority For Parking Control on Verges of M...

10.3.2 Control of Advertisements

Guidelines-for-advertising-signs-within-and-beyond-state-road-reserves.pdf

[MRWA / Copy original delegation letter 28/05/73 - Control of advertisi...](#)

10.4 Road Traffic (Vehicles) Act 2012

10.4.1 Approval for Certain Local Government Vehicles as Special Use Vehicles

EmergencyVehicle_Yellow_WarningLights.pdf

12.6 Statutory Reviews - Regulation 5 (Local Government (Financial Management) Regulations 1996) and Regulation 17 (Local Government (Audit) Regulations 1996)

Attachment details

Attachment No and title	
1.	CONFIDENTIAL REDACTED - Regulation 5 Final Report (Confidential matter in accordance with Local Government Act 1995 section 5.23(2)(h)) [12.6.1 - 12 pages]
2.	CONFIDENTIAL REDACTED - Regulation 17 Final Report (Confidential matter in accordance with Local Government Act 1995 section 5.23(2)(h)) [12.6.2 - 14 pages]

Voting Requirement	:	Simple Majority
Subject Index	:	19/001
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	N/A
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Executive Services

Council role

☐	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	Executive	The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting, and amending budgets.
☐	Legislative	Includes adopting local laws, local planning schemes and policies.
☐	Review	When Council reviews decisions made by Officers.
☐	Quasi-Judicial	When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Purpose of report

The purpose of this report is to provide Council with the results of the Chief Executive Officer's (CEO's) reviews of appropriateness and effectiveness of systems and procedures in relation to:

1. Financial management.
2. Risk management.
3. Internal control.
4. Legislative compliance.

These reviews are required under Regulation 5 of the *Local Government (Financial Management) Regulations 1996* and Regulation 17 of the *Local Government (Audit) Regulations 1996*. The reviews are to be undertaken at least once every three financial years.

Summary and key issues

The reviews were conducted on behalf of the CEO by an independent auditor Paxon Business and Financial Services Pty Ltd (Paxon).

Paxon's reports indicated numerous areas of strength, and some low-risk findings were identified as the following:

1. Financial management policies are not reviewed as scheduled within the Policy Manual.
2. Some end of period reconciliations do not contain evidence of who prepared and reviewed the reconciliations or the date of preparation and review.
3. One instance where the payment process was not adhered to.
4. Key documents require review in the areas of risk and legislative compliance.
5. Improvements required for the risk management framework.
6. Plan to be developed for implementation of a new Integrity Framework.
7. Anonymity required for callers on a whistleblowing hotline.

As outlined in the reports (Confidential Attachments 12.6.1 and 12.6.2), these matters are being addressed by the relevant Officers.

Location

Not Applicable.

Consultation

There has been no specific consultation undertaken in respect to this matter.

Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

Goal 5: Responsible Belmont

Strategy: 5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community.

Policy implications

There are no policy implications associated with this report.

Statutory environment

Local Government Act 1995

7.1A. Audit committee

(1) A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.

Local Government (Audit) Regulations 1996

16. Functions of audit committee

An audit committee has the following functions —

- (a) to guide and assist the local government in carrying out —
 - (i) its functions under Part 6 of the Act; and
 - (ii) its functions relating to other audits and other matters related to financial management.
- (b) to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;
- (c) to review a report given to it by the CEO under regulation 17(3) (the **CEO's report**) and is to —
 - (i) report to the council the results of that review; and
 - (ii) give a copy of the CEO's report to the council.
- (d) to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under —
 - (i) regulation 17(1); and
 - (ii) the *Local Government (Financial Management) Regulations 1996* regulation 5(2)(c);

- (e) to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;
- (f) to oversee the implementation of any action that the local government —
 - (i) is required to take by section 7.12A(3); and
 - (ii) has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and
 - (iii) has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and
 - (iv) has accepted should be taken following receipt of a report of a review conducted under the *Local Government (Financial Management) Regulations 1996* regulation 5(2)(c);
- (g) to perform any other function conferred on the audit committee by these regulations or another written law.

[Regulation 16 inserted: Gazette 26 Jun 2018 p. 2386-7.]

17. CEO to review certain systems and procedures

- (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —
 - (a) risk management; and
 - (b) internal control; and
 - (c) legislative compliance.
- (2) The review may relate to any or all of the matters referred to in sub regulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review not less than once in every 3 financial years.
- (3) The CEO is to report to the audit committee the results of that review.

[Regulation 17 inserted: Gazette 8 Feb 2013 p. 868;

amended: Gazette 26 Jun 2018 p. 2387.]

Local Government (Financial Management) Regulations 1996

5(2) CEO's duties as to financial management

- (c) undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 3 financial years) and report to the local government the results of those reviews.

Background

The previous review addressing the requirements of Regulation 5 of the *Local Government (Financial Management) Regulations 1996* and Regulation 17 of the *Local Government (Audit) Regulation 1996* were conducted in January 2019.

The current review was completed in May 2022. The Regulation 5 review covered the period from 1 January 2021 to 31 December 2021, and the Regulation 17 review was based on fieldwork over February and March 2022.

Officer comment

The report considered the design and performance of financial management systems to be appropriate, with a high number of areas of strength. Similarly, the operation and processes in the areas of Risk Management, Internal Control and Legislative Compliance was deemed appropriate with a 'Good Practice' rating in many areas. Nonetheless, some low-risk findings were identified as outlined below.

Financial Management

The Regulation 5 review (Confidential Attachment 12.6.1) identified three low-risk findings to be addressed:

Timely review of financial management policies

The financial management policies under the Council Policy Manual have not been reviewed as scheduled.

The 2020 and 2021 policy review was postponed to allow for a review to be undertaken of both the template and consistency of policy format revisions. To address the matter, a review of the relevant financial policies was endorsed by Council at the 24 May 2022 Ordinary Council Meeting. A comprehensive review of the policy manual will be carried out in the latter half of 2022. It is anticipated that this finding will be addressed, and the matter closed out by 31 December 2022.

Reconciliation details

Some reconciliation entries did not contain evidence of who prepared and reviewed the entry, and the date of preparation and review.

To address this finding, procedures will be developed to ensure reconciliations are compiled and reviewed by the Finance Coordinator on a monthly basis. This matter has been addressed and was closed out on 31 May 2022.

Invoice approval

It is recommended that the Finance process for authorisation of invoices be recommunicated, and a follow-up be carried out to ensure all invoices are paid on a timely basis. This matter has been addressed and was closed out on 31 May 2022.

It is noted that the report also outlined a number of strengths and improvements for consideration. These have been noted and will be incorporated into the City's continuous business improvement initiatives.

Risk Management, Internal Control and Legislative Compliance

The Regulation 17 review (Confidential Attachment 12.6.2) identified six low-risk findings to be addressed:

Risk Management – Risk Management Improvement Plan

The report considers that a Risk Management Improvement Plan will facilitate appropriate allocation of resources to gain full benefit of existing risk management measures.

Work on the measures outlined in the report is progressing. The target completion date to address the matter is December 2022.

Risk Management – Timely review and update of Risk documents

The Risk related policies under the Council Policy Manual have not been reviewed as scheduled.

The 2020 and 2021 policy review was postponed to allow for a review to be undertaken of both the template and consistency of policy format revisions. To address the matter, a review of the relevant Risk policies was endorsed by Council at the 24 May 2022 Ordinary Council Meeting.

Risk Management – Business Continuity Plan update

The Business Continuity Plan was last reviewed in May 2020 and as such may not include all relevant learnings from the COVID-19 pandemic if not updated on a timely basis.

While it is noted that the Business Continuity Plan was updated in May 2020, in response to the pandemic: further plan updates are currently in progress with Managers, new starter risk training has been amended to include business continuity, and an exercise with key staff is scheduled for June 2022 to address this report finding.

Internal Control – Integrity Framework

A formal Integrity Framework is to be developed by June 2023 to meet legislative requirements. Lack of a comprehensive integrity framework increases the risk of fraud and non-compliance with the *Public Sector Management Act 1994*.

To address the requirement, an Integrity Framework for the City of Belmont is being developed in accordance with the Public Sector Commission's toolkit to meet the June 2023 deadline.

Internal Control – Misconduct Reporting processes

It is recommended that a whistleblowing hotline is established to allow anonymity. There is some likelihood that whistleblowers may be deterred from coming forward if they do not have assurance of anonymity.

There is provision in the Public Interest Disclosure Procedures for anonymous disclosures to be made and the option for contact to be made with the Public Sector Commission to obtain advice. Confidentiality of any disclosure would be required, and the Public Interest Disclosure Officers have received training to ensure the appropriate and confidential treatment is provided to any officer making a disclosure. The City can give consideration to the implementation of a whistleblowing hotline, and investigate and obtain further advice on any benefit from having a hotline, or any other option that may assist with anonymity that is not already provided by the procedures. It is intended that this will be addressed by 30 September 2022.

Legislative Compliance – timely review and update of Legislative Compliance documents

As with other policies in the Council Policy Manual identified in the report, the Compliance Management Policy and Risk Register/Action Plan has not been reviewed as scheduled.

A minor review of the Compliance Management Policy within the Council Policy Manual was endorsed by Council at the 24 May 2022 Ordinary Council Meeting. A comprehensive review of the Policy Manual will occur in the latter half of 2022. A review of the Action Plan and Risk Register is currently underway and is expected to be completed by mid-August 2022. This aspect of the audit finding is expected to be closed out by 31 December 2022.

Conclusion

In summary, this is a good result for the City of Belmont as a number of areas of strength were identified and there is agreement that all recommendations offered can be practically addressed in a timely manner.

Paxon's findings will be recorded in an action log for management and Standing Committee (Audit and Risk) reporting purposes. Paxon representatives gave a Microsoft Teams presentation to the Standing Committee (Audit and Risk) on 30 May 2022 and endorsed this report for consideration by Council.

Financial implications

There are no financial implications evident at this time.

Environmental implications

There are no environmental implications associated with this report.

Social implications

There are no social implications associated with this report.

Officer Recommendation

That Council:

1. Receive the report (Confidential Attachment 12.6.1) on the review of appropriateness and effectiveness of the City of Belmont financial management systems and procedures in accordance with Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996; and
2. Receive the report (Confidential Attachment 12.6.2) on the review of appropriateness and effectiveness of the City of Belmont systems and procedures in relation to:
 - (a) risk management; and
 - (b) internal control; and
 - (c) legislative compliancein accordance with Regulation 17 of the Local Government (Audit) Regulations 1996; and
3. Note the City of Belmont Management Comments outlined in Confidential Attachments 12.6.1 and 12.6.2 as actions to be undertaken in response to the review findings.

Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.

12.7 Accounts for Payment - May 2022

Attachment details

Attachment No. and title	
1.	May 2022 payments [12.7.1 - 11 pages]

Voting Requirement	:	Simple Majority
Subject Index	:	54/007-Creditors-Payment Authorisations
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

Council role

☐	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	Executive	The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	Legislative	Includes adopting local laws, local planning schemes and policies.
☐	Review	When Council reviews decisions made by Officers.
☐	Quasi-Judicial	When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Purpose of report

To present to Council the list of expenditure paid for the period 1 May 2022 to 31 May 2022 under delegated authority.

Summary and key issues

A list of payments is presented to the Council each month for confirmation and endorsement in accordance with the *Local Government (Financial Management) Regulations 1996*.

Location

Not applicable.

Consultation

There has been no specific consultation undertaken in respect to this matter.

Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

Goal 5: Responsible Belmont

Strategy: 5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community

Strategy: 5.6 Deliver effective, fair and transparent leadership and decision-making, reflective of community needs and aspirations

Policy implications

There are no policy implications associated with this report.

Statutory environment

Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* states:

“If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared:

- (a) the payee's name;
- (b) the amount of the payment;
- (c) the date of the payment; and

(d) sufficient information to identify the transaction.”

(3) A list prepared under sub regulation (1) is to be presented to Council at the next ordinary meeting of Council after the list is prepared; and recorded in the minutes of that meeting.

Background

Council has delegated to the Chief Executive Officer under Delegation 1.1.18 to make payment from the Municipal and Trust Fund account. In accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, where this power has been delegated, a list of payments each month is to be compiled and presented to Council.

Officer comment

The following summary of payments are recommended for confirmation and endorsement.

Payment type	Payment reference	\$
Municipal Fund Cheques	Nil	0.00
Municipal Fund EFTs	EF078734 to EF079035	3,727,848.64
Municipal Fund Payroll	May 2022	1,629,205.05
Trust Fund EFT	EF078763 to EF078764	14,428.58
Total Payments for May 2022		5,371,482.27

A copy of the Authorised Payment Listing is included as Attachment 12.7.1.

Financial implications

All expenditure included in the Authorised payment is in accordance with Council's Annual budget.

Environmental implications

There are no environmental implications associated with this report.

Social implications

There are no social implications associated with this report.

Officer Recommendation

That the Authorised Payment Listing for May 2022 as provided under Attachment 12.7.1 be received.

Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.

					
City of Belmont					
Accounts for Payment - May 2022					
Compiled : 02/06/22 06:26					
Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
Contractors					
EF078736	06/05/22	00491	Fujifilm Business Innovation Australia	349.54	Photocopy Expenses
EF078737	06/05/22	00613	Qualcon Laboratories Pty Ltd	5,361.84	Bore Drilling/ Maintenance
EF078738	06/05/22	00931	Sonic HealthPlus Pty Ltd	148.50	Medical Examinations
EF078740	06/05/22	02425	Prestige Alarms	3,903.90	Security Services
EF078741	06/05/22	03504	Classic Tree Services	81,824.38	Gardening Contractor
EF078743	06/05/22	04259	Urbis Pty Ltd	86,829.05	Recreation Facilities Needs Analysis and Development Assessment 400 Abernethy Rd
EF078744	06/05/22	04320	ABM Landscaping	971.85	Bricks/Bricklaying
EF078745	06/05/22	04454	FM Contract Solutions Pty Ltd	694.36	Facilities Audit
EF078746	06/05/22	04723	Future Logic	3,613.08	Computer Software Maintenance
EF078747	06/05/22	05190	Mark Foote	4,895.00	Building Maintenance
EF078749	06/05/22	05427	Horizon West Landscape & Irrigation Pty Ltd	11,660.00	Gardening Contractor
EF078752	06/05/22	06160	SEEK Limited	2,089.16	Advertising
EF078753	06/05/22	06213	Culture Care WA Inc	550.00	Library Calligraphy Workshop
EF078767	13/05/22	00083	Ascot Veterinary Hospital	25.00	Pound Expenses
EF078768	13/05/22	00118	Australia Post	2,244.06	Postage
EF078769	13/05/22	00251	Catalyse Pty Ltd	34,868.35	Community and Business Perceptions Survey
EF078770	13/05/22	00346	Action Couriers	332.59	Courier Service
EF078773	13/05/22	00699	Marketforce Pty Ltd	1,195.11	Advertising
EF078774	13/05/22	00707	LoGo Appointments	12,731.49	Labour/Personnel Hire
EF078777	13/05/22	01243	WARP Pty Ltd	53,592.98	Traffic Control
EF078780	13/05/22	01476	Hays Specialist Recruitment	19,462.24	Labour/Personnel Hire
EF078781	13/05/22	01507	The Pressure King	21,557.24	Graffiti Removal
EF078783	13/05/22	01749	Specialty Timber Flooring W A	19,100.40	Belmont Oasis Hardcourts Re-sanding
EF078784	13/05/22	02370	Aha! Consulting	28,674.80	Belmont Trust Land Community Engagement
EF078787	13/05/22	03031	Retech Rubber	54,741.50	Wilson Park Playground softfall installation
EF078790	13/05/22	04146	JB Hi-Fi Group Commercial Account	440.90	Electrical Goods
EF078791	13/05/22	04246	Bibliotheca Australia Pty Ltd	2,178.00	Cloud service for audiobooks & ebooks

Attachment 12.7.1 May 2022 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078792	13/05/22	04287	Labourforce Impex Personnel Pty Ltd	11,167.15	Labour/Personnel Hire
EF078793	13/05/22	05283	IRP Pty Ltd	21,609.01	Labour/Personnel Hire
EF078795	13/05/22	05739	Geared Construction Pty Ltd	673,378.34	Building Refurbishment - The Glasshouse
EF078796	13/05/22	05923	Hudson Global Resources (Aust) Pty Ltd	2,875.10	Labour/Personnel Hire
EF078797	13/05/22	05944	Delron Cleaning Pty Ltd - Ventia	24,909.20	Cleaning Services
EF078798	13/05/22	06054	Paxon Business and Financial Services Pty Ltd	10,780.00	Audit Report
EF078799	13/05/22	06203	Ngala Boodja Aboriginal Land Care	7,784.61	Gardening Contractor
EF078800	13/05/22	06212	Civil Sciences and Engineering	3,080.00	Pavement Design Miles Road
EF078808	20/05/22	00230	Jackson McDonald	3,845.60	Legal Expenses
EF078810	20/05/22	00412	Dowsing Group Pty Ltd	15,465.45	Concrete works - Fairbrother Street
EF078812	20/05/22	00815	New Town Toyota	267.20	Plant Parts & Repairs
EF078813	20/05/22	00818	Morries Backhoe & Plant Hire	275.00	Plant/Equipment Hire
EF078817	20/05/22	01243	WARP Pty Ltd	495.00	Traffic Control
EF078820	20/05/22	01318	Flexi Staff Pty Ltd	16,111.04	Labour/Personnel Hire
EF078821	20/05/22	01499	Porter Consulting Engineers	4,257.00	Professional Fees - Design
EF078822	20/05/22	01731	Charter Plumbing and Gas	618.75	Plumbing Maintenance/Supplies
EF078826	20/05/22	03504	Classic Tree Services	22,145.80	Gardening Contractor
EF078827	20/05/22	04120	Randstad Pty Ltd	6,945.61	Labour/Personnel Hire
EF078829	20/05/22	04723	Future Logic	2,447.50	Computer Hardware
EF078830	20/05/22	04917	Environmental Industries Pty Ltd	13,427.35	Gardening Contractor
EF078831	20/05/22	05283	IRP Pty Ltd	10,153.07	Labour/Personnel Hire
EF078832	20/05/22	05523	Go Doors Pty Ltd	1,808.40	Building Maintenance
EF078833	20/05/22	05729	James Clive Kearing - Nyoona	500.00	Welcome to Country - Citizenship Ceremony
EF078834	20/05/22	05767	Bomax Plant Hire Pty Ltd was Boretech	5,423.00	Bore Drilling/ Maintenance
EF078836	20/05/22	06067	TK Elevator Australia Pty Ltd	930.52	Building Maintenance
EF078837	20/05/22	06095	The Bin Experts	1,626.90	Cleaning Services
EF078838	20/05/22	06117	ELM (WA) Pty Ltd	2,354.00	Gardening Contractor
EF078839	20/05/22	06211	Urbii Consulting Pty Ltd	5,280.00	Traffic Engineering Consultants
EF078823	20/05/22	02356	City of Fremantle	200.00	LibraryCraft Minecraft Server Program
EF078850	27/05/22	00033	ATF Services Pty Ltd - Aust Temporary Fencing	132.00	Fencing Hire
EF078852	27/05/22	00411	Drake Australia Pty Ltd	11,612.96	Labour/Personnel Hire
EF078853	27/05/22	00830	Canon Production Printing Australia Pty Ltd	152.79	Photocopy Expenses

Attachment 12.7.1 May 2022 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078856	27/05/22	01318	Flexi Staff Pty Ltd	14,440.88	Labour/Personnel Hire
EF078857	27/05/22	06266	Mobile Test n Cal Australia Pty Ltd	402.22	Plant Parts & Repairs
EF078859	30/05/22	00001	A & B Canvas Australia	1,540.00	Plant Repairs & Maintenance
EF078864	30/05/22	00221	John Hughes Group	158.00	Plant Parts & Repairs
EF078865	30/05/22	00230	Jackson McDonald	12,599.40	Legal Expenses
EF078870	30/05/22	00294	City of Canning	2,250.00	Rubbish Removals
EF078871	30/05/22	00295	Capital Recycling	6,600.00	Rubbish Removals
EF078873	30/05/22	00390	Landgate	1,420.04	Title Searches
EF078875	30/05/22	00412	Dowsing Group Pty Ltd	30,499.06	Concrete works - Belgravia Street and various maintenance
EF078877	30/05/22	00491	Fujifilm Business Innovation Australia	2,050.93	Photocopy Expenses
EF078878	30/05/22	00496	Garrards Pty Ltd	3,534.96	Pest Control
EF078879	30/05/22	00501	Infor Global Solutions (ANZ) Pty Ltd	190,546.50	Pathway Annual Computer Licence
EF078880	30/05/22	00557	City Subaru	1,440.60	Plant Repairs & Maintenance
EF078881	30/05/22	00585	Hydroquip Pumps	3,946.80	Bore Drilling/ Maintenance
EF078883	30/05/22	00608	Programmed Integrated Workforce Ltd	8,338.74	Labour/Personnel Hire
EF078884	30/05/22	00613	Qualcon Laboratories Pty Ltd	3,245.00	Bore Drilling/ Maintenance
EF078887	30/05/22	00665	Kennards Hire Pty Ltd	191.40	Plant/Equipment Hire
EF078888	30/05/22	00679	LD Total	418.00	Gardening Contractor
EF078890	30/05/22	00699	Marketforce Pty Ltd	4,710.19	Advertising and Printing
EF078891	30/05/22	00718	Major Motors Pty Ltd	2,189.42	Plant Repairs & Maintenance
EF078892	30/05/22	00726	T-Quip	934.85	Plant Parts & Repairs
EF078893	30/05/22	00734	McIntosh and Son WA	2,054.15	Plant Repairs & Maintenance
EF078894	30/05/22	00736	McLeods	10,057.86	Legal Expenses
EF078895	30/05/22	00738	Lloyd George Acoustics Pty Ltd	2,376.00	Professional Fees - Testing
EF078896	30/05/22	00783	iSentia Pty Ltd	1,925.00	Professional Fees - Marketing
EF078899	30/05/22	00858	Park Motor Body Builders	3,575.00	Plant Repairs & Maintenance
EF078900	30/05/22	00917	Positive Auto Electrics	2,872.11	Plant Repairs & Maintenance
EF078901	30/05/22	00931	Sonic HealthPlus Pty Ltd	660.00	Medical Examinations
EF078902	30/05/22	00943	Cirrena Pty Ltd	1,980.00	Computer Software Maintenance
EF078903	30/05/22	00972	Repco Auto Parts	156.74	Plant Parts & Repairs
EF078904	30/05/22	01074	Shred-X Pty Ltd	52.20	Rubbish Removals
EF078905	30/05/22	01088	Sports Turf Technology Pty Ltd	5,005.00	Gardening Contractor

Attachment 12.7.1 May 2022 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078906	30/05/22	01090	St John Ambulance Australia Inc	387.20	First Aid Service
EF078907	30/05/22	01110	Downer EDI Works Pty Ltd	159,752.00	Road Building Project - Fairbrother Street
EF078908	30/05/22	01112	Sunny Industrial Brushware	719.40	Plant Parts & Repairs
EF078910	30/05/22	01170	Relay Concrete	5,995.00	Concrete Contractor
EF078912	30/05/22	01186	ZircoDATA Pty Ltd	1,779.67	Records Storage
EF078915	30/05/22	01233	Stihl Shop Redcliffe	1,760.50	Tools/Tool Repairs
EF078917	30/05/22	01243	WARP Pty Ltd	93,170.87	Traffic Control
EF078921	30/05/22	01353	Aurion Corporation Pty Ltd	990.00	Computer Software Maintenance
EF078924	30/05/22	01499	Porter Consulting Engineers	30,302.80	Wilson Park Netball Courts Upgrade Design
EF078925	30/05/22	01507	The Pressure King	4,479.55	Barbecue Cleaning various sites
EF078926	30/05/22	01533	WC Convenience Management	5,462.61	Building Maintenance
EF078929	30/05/22	01712	Donegan Enterprises Pty Ltd	5,597.90	Gardening Contractor
EF078930	30/05/22	01713	M P Rogers and Associates	5,354.00	Bilya Kard Boodja Landscape Design
EF078931	30/05/22	01714	Total Eden Pty Ltd - Nutrien Water	1,047.03	Reticulation Parts & Repairs
EF078932	30/05/22	01719	Jaycar Electronics Pty Ltd	43.75	Electrical Goods
EF078933	30/05/22	01731	Charter Plumbing and Gas	8,527.14	Plumbing Maintenance/Supplies
EF078934	30/05/22	01797	Green Skills (Ecojobs)	8,351.64	Labour/Personnel Hire
EF078935	30/05/22	01976	Ecoscape Australia Pty Ltd	2,882.00	Tomato Lake Landscape Design
EF078936	30/05/22	02023	YMCA of Perth Youth and Community Services Inc	72,636.94	Youth Services Expenses
EF078939	30/05/22	02207	Wilson Security	118,952.84	Security Services
EF078941	30/05/22	02370	Aha! Consulting	15,540.00	Belmont Trust Community Engagement Project
EF078942	30/05/22	02387	Triton Electrical Contractors Pty Ltd	18,482.20	Electrical Contractor
EF078943	30/05/22	02425	Prestige Alarms	566.50	Security Services
EF078945	30/05/22	02627	Dunbar Services WA Pty Ltd	1,789.15	Cleaning Services
EF078948	30/05/22	02672	Ruah Community Services	14,626.70	Preventive Domestic Violence Services
EF078949	30/05/22	02711	CPG Research and Advisory Pty Ltd	3,025.00	Professional Fees - Analysis
EF078951	30/05/22	02837	GLG Greenlife Group	16,309.38	Gardening Contractor
EF078952	30/05/22	02844	Chandler Macleod Group Ltd	2,085.42	Labour/Personnel Hire
EF078954	30/05/22	03001	Roy Gripske & Sons - GA Power Equipment Spares	78.73	Plant Parts & Repairs
EF078956	30/05/22	03197	West Coast Turf	24,684.00	Gardening Contractor
EF078957	30/05/22	03419	Gott Health	1,980.00	Community Exercise Classes
EF078958	30/05/22	03464	Bridgestone Australia Ltd	1,982.56	Plant Repairs & Maintenance

Attachment 12.7.1 May 2022 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078959	30/05/22	03567	Gardner Autos Pty Ltd t/as Gardner Isuzu	752.79	Plant Parts & Repairs
EF078962	30/05/22	03794	Testel Australia Pty Ltd	251.68	Electrical Contractor
EF078963	30/05/22	03817	Indigenous Tours WA	660.00	Library school holiday Indigenous presentation
EF078966	30/05/22	04002	Ray White Urban Springs	1,199.00	Professional Fees - Property Management
EF078968	30/05/22	04131	Total Green Recycling Pty Ltd	1,463.38	Rubbish Removals
EF078969	30/05/22	04146	JB Hi-Fi Group Commercial Account	306.00	Electrical Goods
EF078970	30/05/22	04211	Advance Scanning Services	1,595.00	Survey Expenses
EF078971	30/05/22	04246	Bibliotheca Australia Pty Ltd	993.19	Cloud service for audiobooks & ebooks
EF078972	30/05/22	04253	Camstruct Design and Build Pty Ltd	10,576.50	Kewdale Community Centre roof maintenance
EF078973	30/05/22	04301	Michael Page - Page Personnel	10,995.27	Labour/Personnel Hire
EF078974	30/05/22	04320	ABM Landscaping	7,760.50	Bricks/Bricklaying
EF078975	30/05/22	04352	FSA (WA) Pty Ltd	1,651.25	Fire Equipment/Service
EF078976	30/05/22	04391	Lifeskills Australia	990.00	Professional Fees
EF078978	30/05/22	04482	Allan Davies & Trevor Chudleigh Architects	4,125.00	Professional Fees - Architect
EF078979	30/05/22	04496	Azure Painting Pty Ltd	15,702.50	Painting Contractor
EF078980	30/05/22	04565	Heritage Conservation Solutions - Dr Ian MacLeod	608.85	Museum Artefacts Conservation
EF078981	30/05/22	04579	Mills Recruitment - Octet Finance Pty Ltd	17,257.96	Labour/Personnel Hire
EF078983	30/05/22	04689	Hempfield Small Motor Service	2,462.80	Plant Repairs & Maintenance
EF078984	30/05/22	04723	Future Logic	1,276.00	Computer Software Maintenance
EF078987	30/05/22	04963	Centigrade	26,339.08	Airconditioning/Refrigeration Maintenance
EF078988	30/05/22	04974	Turf Care WA Pty Ltd	17,128.30	Gardening Contractor
EF078989	30/05/22	04995	Thirdforce Consultancy Services	14,750.50	Safe Schools Project Evaluation
EF078993	30/05/22	05101	De Lage Landen Pty Ltd	1,076.59	Plant/Equipment Hire
EF078994	30/05/22	05103	360 Environmental	4,248.20	The Glasshouse hazmat inspection
EF078995	30/05/22	05209	Portland Broome Pty Ltd	2,117.50	Professional Fees - Recruitment Services
EF078996	30/05/22	05252	AAAC Towing Pty Ltd	495.00	Towing Vehicles
EF078997	30/05/22	05293	Bellrock Cleaning Services	42,558.50	Cleaning Services
EF078998	30/05/22	05308	Modern Motor Trimmers	82.50	Plant Parts & Repairs
EF078999	30/05/22	05336	West-Sure Group Pty Ltd	466.29	Security Services
EF079000	30/05/22	05339	Elliotts Filtration Pty Ltd	896.50	Reticulation Parts & Repairs
EF079001	30/05/22	05344	SUEZ Recycling and Recovery Pty Ltd Veolia	403,454.43	Rubbish Removals
EF079002	30/05/22	05394	DFP Recruitment Services Pty Ltd	4,302.93	Labour/Personnel Hire

Attachment 12.7.1 May 2022 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF079003	30/05/22	05427	Horizon West Landscape & Irrigation Pty Ltd	11,951.50	Gardening Contractor
EF079004	30/05/22	05428	Pal Consulting Services	759.00	Belmont Oasis Chlorine Upgrade Project
EF079006	30/05/22	05493	Dapth	1,787.50	Computer Software Maintenance
EF079007	30/05/22	05558	BlueFit Pty Ltd	7,885.08	Belmont Oasis Facility Management Fee
EF079008	30/05/22	05568	Allstate Kerbing and Concrete	726.00	Kerbing Contractor
EF079009	30/05/22	05612	ASCON Survey and Drafting Pty Ltd	1,190.75	Survey Expenses
EF079010	30/05/22	05684	Hungry Sky Pty Ltd	12,870.00	Museum Digital Content Display Development
EF079011	30/05/22	05771	Alsco Pty Ltd	196.99	Cleaning Services
EF079012	30/05/22	05776	Level 5 Design Pty Ltd	540.00	Design Review Panel member
EF079013	30/05/22	05782	Jane Wetherall	545.00	Design Review Panel member
EF079014	30/05/22	05789	Resolve Surveying Services	3,245.00	Survey Expenses
EF079015	30/05/22	05819	Ritz Drycleaners	37.15	Cleaning Services
EF079016	30/05/22	05840	Commercial Aquatics Australia Pty Ltd	6,013.32	Belmont Oasis Water Treatment Plant Service
EF079017	30/05/22	05867	TES Electrical	236.50	Electrical Contractor
EF079018	30/05/22	05904	Pinnacle People	3,510.16	Labour/Personnel Hire
EF079019	30/05/22	05944	Delron Cleaning Pty Ltd - Ventia	25,050.30	Cleaning Services
EF079021	30/05/22	06004	Maria Opalina Yip	150.00	Library school holiday Learn to play Carssonne
EF079022	30/05/22	06062	Profiling West Pty Ltd	15,685.18	Profiling various road projects
EF079023	30/05/22	06067	TK Elevator Australia Pty Ltd	930.52	Building Maintenance
EF079026	30/05/22	06094	Boyan Electrical Services	59,027.13	Electrical Contractor
EF079027	30/05/22	06187	Garry Hunt Consulting Group	10,164.00	Community Leasing Review
EF079028	30/05/22	06203	Ngala Boodja Aboriginal Land Care	3,892.31	Gardening Contractor
EF079029	30/05/22	06211	Urbii Consulting Pty Ltd	3,588.75	Traffic Engineering Consultants
EF079030	30/05/22	06220	Tailored Rental Solutions Pty Ltd	6,861.80	Plant/Equipment Hire
EF079031	30/05/22	06226	Modus Compliance Pty Ltd	13,266.00	Labour/Personnel Hire
EF079032	30/05/22	06236	Xero Fire and Risk	3,850.00	Fire Equipment/Service
EF079034	30/05/22	06252	Arco (QLD) Pty Ltd	407.00	Electrical Contractor
EF079035	30/05/22	06262	Hall and Wilcox Lawyers	1,481.95	Legal Expenses
EF078965	30/05/22	03998	Business Foundations Inc	1,100.00	Grant Applicant Advisory Assistance
Contractors Total				3,083,100.08	
Fuels and Utilities					
EF078734	06/05/22	00042	Alinta Energy	2,925.64	Light, Power, Gas

Attachment 12.7.1 May 2022 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078739	06/05/22	01274	Synergy	90,726.21	Light, Power, Gas
EF078766	13/05/22	00042	Alinta Energy	1,237.65	Light, Power, Gas
EF078776	13/05/22	01142	Telstra Corporation Limited	46,552.22	Phone/Internet expenses
EF078778	13/05/22	01252	Water Corporation	452.55	Water, Annual & Excess
EF078779	13/05/22	01274	Synergy	2,495.81	Light, Power, Gas
EF078785	13/05/22	02471	Western Power	6,275.00	Light, Power, Gas
EF078806	20/05/22	00042	Alinta Energy	18,713.85	Light, Power, Gas
EF078811	20/05/22	00788	Motorcharge - WEX Fuel Cards Australia Ltd	14,345.54	Fuel, Oil, Additives
EF078816	20/05/22	01142	Telstra Corporation Limited	768.75	Phone/Internet expenses
EF078819	20/05/22	01274	Synergy	22,471.97	Light, Power, Gas
EF078851	27/05/22	00042	Alinta Energy	230.35	Light, Power, Gas
EF078854	27/05/22	01252	Water Corporation	4,637.11	Water, Annual & Excess
EF078855	27/05/22	01274	Synergy	668.77	Light, Power, Gas
EF078946	30/05/22	02631	Ampol - Caltex	8,540.95	Fuel, Oil, Additives
EF078947	30/05/22	02635	MessageMedia - Message4U Pty Ltd	33.00	Phone/Internet expenses
Fuels and Utilities Total				221,075.37	
Materials					
EF078735	06/05/22	00231	Bunnings Group Ltd	761.72	Hardware
EF078750	06/05/22	06005	MDM Entertainment Pty Ltd	60.58	Books/CDs/DVDs
EF078751	06/05/22	06084	Asphaltech Pty Ltd	89,074.52	Road/Drainage Material
EF078772	13/05/22	00664	Kmart Australia Limited	75.25	Library toys
EF078775	13/05/22	01115	All Foods Belmont IGA Belvidere Street	271.55	Groceries
EF078782	13/05/22	01547	Big W	223.00	Stationery & Printing
EF078786	13/05/22	02862	James Bennett Pty Ltd	1,272.96	Books/CDs/DVDs
EF078794	13/05/22	05432	Bloomin Box Co	300.00	Flowers
EF078815	20/05/22	01035	Sunnyvale Plants	614.46	Gardening - Plants/Supplies
EF078824	20/05/22	02862	James Bennett Pty Ltd	881.01	Books/CDs/DVDs
EF078828	20/05/22	04373	Reach Communications Pty Ltd	169.00	Publications/Newspapers
EF078835	20/05/22	05770	Kwik Kopy Perth CBD	251.02	Signs
EF078860	30/05/22	00009	Cafe Corporate	527.20	Groceries
EF078862	30/05/22	00203	BOC Gases Australia Ltd	141.51	Welding Equipment/Supplies
EF078863	30/05/22	00220	Burswood Trophies	147.40	Signs

Attachment 12.7.1 May 2022 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078866	30/05/22	00231	Bunnings Group Ltd	750.47	Hardware
EF078867	30/05/22	00233	Bunzl Limited	1,249.04	Cleaning Products
EF078868	30/05/22	00261	Atom Supply	958.16	Metal Tool Box
EF078869	30/05/22	00278	Chefmaster Australia	829.85	Cleaning Products
EF078872	30/05/22	00311	Cloverdale Hardware and Western Supply	7.35	Hardware
EF078874	30/05/22	00403	Boral Construction Materials Group Ltd	297.00	Road/Drainage Material
EF078876	30/05/22	00475	Saferight Pty Ltd	990.00	Safety Clothing/Equipment
EF078885	30/05/22	00627	Jason Signmakers	629.78	Signs
EF078886	30/05/22	00634	Johns Building Supplies Pty Ltd	385.92	Building Material
EF078889	30/05/22	00697	Nutrien AG Solutions Ltd	1,287.00	Gardening - Plants/Supplies
EF078898	30/05/22	00850	Pacific Safety Wear Malaga	89.16	Safety Clothing/Equipment
EF078909	30/05/22	01119	Sunny Sign Company Pty Ltd - Timelio Pty Ltd	216.48	Signs
EF078911	30/05/22	01173	Global Spill Control	544.50	Spill Training DVD
EF078913	30/05/22	01202	Tudor House (WA) Pty Ltd	1,200.00	Flags
EF078914	30/05/22	01206	Access Icon Pty Ltd t/a Cascada	2,131.97	Concrete Products
EF078916	30/05/22	01239	WA Limestone Co	1,559.27	Sand/Soil
EF078918	30/05/22	01265	Westbooks	802.50	Books/CDs/DVDs
EF078920	30/05/22	01325	Poolegrave Signs and Engraving	2,079.00	Signs
EF078922	30/05/22	01398	Winc Australia Pty Ltd	1,506.88	Stationery & Printing
EF078923	30/05/22	01426	Sprayline Spraying Equipment	1,441.00	Gardening - Plants/Supplies
EF078927	30/05/22	01570	Blackwoods	283.76	Hardware
EF078937	30/05/22	02088	Lock Stock & Farrell Locksmith	7,201.95	Hardware
EF078944	30/05/22	02431	ASB Branded Merchandise	5,638.33	Promotional Items
EF078953	30/05/22	02862	James Bennett Pty Ltd	888.08	Books/CDs/DVDs
EF078955	30/05/22	03144	COS Complete Office Supplies Pty Ltd	123.41	Stationery & Printing
EF078960	30/05/22	03630	Direct Trades Supply Pty Ltd	1,096.03	Hardware
EF078961	30/05/22	03660	Safe T Card Australia Pty Ltd	88.00	Safety Clothing/Equipment
EF078964	30/05/22	03856	SEM Distribution - newspaper delivery	247.69	Publications/Newspapers
EF078967	30/05/22	04053	Totally Workwear TWW	570.77	Safety Clothing/Equipment
EF078977	30/05/22	04394	JB Hi-Fi Belmont Forum	1,200.00	Books/CDs/DVDs
EF078982	30/05/22	04607	Ink Station	289.77	Stationery & Printing
EF078986	30/05/22	04767	Slimline Warehouse Display Shops	601.68	Craft/Display Materials

Attachment 12.7.1 May 2022 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF078990	30/05/22	05011	WA Fresh Delivered	1,900.00	Groceries
EF078991	30/05/22	05036	sMedia Pty Ltd	500.00	Publications/Newspapers
EF078992	30/05/22	05055	Statewide Cleaning Supplies	2,103.72	Cleaning Products
EF079005	30/05/22	05465	QBD Books	40.77	Books/CDs/DVDs
EF079020	30/05/22	05992	Corsign WA	671.22	Signs
EF079024	30/05/22	06069	Wheatbelt Services Pty Ltd	1,716.00	Signs
EF079025	30/05/22	06084	Asphaltech Pty Ltd	88,263.12	Road/Drainage Material
Materials Total				227,150.81	
Other					
EF078748	06/05/22	05400	Lisa Bretnall	82.50	Stationery Reimbursement
EF078758	06/05/22	99998	James Chong Lawyers	446.94	Rates Refund
EF078759	06/05/22	99998	Josephine Ryan	83.68	Rates Refund
EF078760	06/05/22	99998	Vinay Agrawal	416.95	Council Crossover Subsidy
EF078762	06/05/22	164926	Maria Kovalevitch	400.00	Bond Payment/Refund
EF078742	06/05/22	03928	Steve Morrison	100.00	Fuel Expense Reimbursement
EF078788	13/05/22	03077	Australian Museums & Galleries Association	244.00	Membership Fee
EF078789	13/05/22	03931	Western Australian Genealogical Society Inc	100.00	Membership Fee
EF078801	13/05/22	99998	Anson Chen	463.28	Council Crossover Subsidy
EF078802	13/05/22	99998	B Mountwest	124.00	Application Fee Refund
EF078803	13/05/22	99998	Peter Nixon	1,116.00	Application Fee Refund
EF078804	13/05/22	99998	Leonard Tin Aung Alvarez	148.25	Council Crossover Subsidy
EF078805	19/05/22	01236	Department of Fire and Emergency Services	101,913.31	Emergency Services Levy
EF078848	19/05/22	159018	Belmont Cluster Girl Guides (Girl Guides WA)	12.20	Bond Payment/Refund
EF078814	20/05/22	00898	Property Council of Australia WA Division	4,850.00	Membership Fee
EF078818	20/05/22	01270	Perth Racing - WA Turf Club	29,150.00	Community Race Day Sponsorship
EF078844	20/05/22	99998	Emilie Mansfield	500.00	Local History Photo Competition Winner
EF078845	20/05/22	99998	i Settlements Pty Ltd	737.61	Rates Refund
EF078846	20/05/22	99998	i Settlements Pty Ltd	289.42	Rates Refund
EF078847	20/05/22	99998	Centrewest Settlements	520.17	Rates Refund
EF078858	26/05/22	164330	Kathy Tasovac	2,292.92	Bond Payment/Refund
EF078861	30/05/22	00140	Australian Library & Information Association	165.00	Membership Fee
EF078919	30/05/22	01270	Perth Racing - WA Turf Club	2,291.67	Grandstand Road Irrigation Contribution

Attachment 12.7.1 May 2022 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
Other Total				146,447.90	
Property, Plant & Equipment					
EF078809	20/05/22	00377	Dell Australia Pty Ltd	297.00	Computer Hardware
EF078897	30/05/22	00815	New Town Toyota	27,874.80	Plant Purchase, Repairs & Maintenance
EF078938	30/05/22	02168	Ergolink	2,692.53	Office Furniture
EF078940	30/05/22	02310	Exteria Pty Ltd - Landmark Engineering	3,961.10	Street Furniture
Property, Plant & Equipment Total				34,825.43	
Salaries/Wages					
EF078761	04/05/22	99971	SuperChoice	110,972.60	Superannuation Contribution
WG040522	05/05/22	COB	City of Belmont Payroll	95,594.53	Salaries/Wages
EF078754	06/05/22	99950	Australian Services Union	103.60	Salaries/Wages
EF078755	06/05/22	99952	Child Support Agency	718.46	Salaries/Wages
EF078756	06/05/22	99954	City of Belmont Social Club	605.00	Salaries/Wages
EF078757	06/05/22	99962	LGRCEU - WA Shire Councils Union	269.24	Salaries/Wages
EF078765	10/05/22	99971	SuperChoice	111,732.83	Superannuation Contribution
SL110522	12/05/22	COB	City of Belmont Payroll	535,216.23	Salaries/Wages
WG180522	19/05/22	COB	City of Belmont Payroll	94,895.22	Salaries/Wages
EF078840	20/05/22	99950	Australian Services Union	51.80	Salaries/Wages
EF078841	20/05/22	99952	Child Support Agency	359.23	Salaries/Wages
EF078842	20/05/22	99954	City of Belmont Social Club	310.00	Salaries/Wages
EF078843	20/05/22	99962	LGRCEU - WA Shire Councils Union	110.00	Salaries/Wages
EF078849	20/05/22	99971	SuperChoice	111,334.54	Superannuation Contribution
SL250522	26/05/22	COB	City of Belmont Payroll	566,931.77	Salaries/Wages
Salaries/Wages Total				1,629,205.05	
Training and Conferences					
EF078771	13/05/22	00429	Economic Development Australia Ltd	495.00	Resilience, Risk & Economic Recovery course
EF078825	20/05/22	03453	Clare Bridges	2,440.00	Executive Leadership Program reimbursement
EF078807	20/05/22	00110	Australian Institute of Management	1,526.00	Think on your Feet Verbal Skills course
EF078985	30/05/22	04763	Merchandising Libraries Pty Ltd	552.00	Library Layout Online Seminar
EF078882	30/05/22	00602	Local Government Professionals Australia WA	120.00	Recruitment & Resignation seminar
EF078928	30/05/22	01605	ATM Australian Training Management	375.00	Confined Space Entry & Gas Testing course
EF078950	30/05/22	02719	Aveling	209.00	Staff Safety Inductions

Attachment 12.7.1 May 2022 payments

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF079033	30/05/22	06250	Prepress Skills Centre Pty Ltd	9,532.05	Adobe training for Library staff
Training and Conferences Total				15,249.05	
MUNI Total				5,357,053.69	
Trust Funds					
EF078763	10/05/22	150748	Building and Construction Industry Training Fund	235.75	Building and Construction Industry Training Fund
EF078764	10/05/22	154102	Building and Energy - Building Services Levy	14,192.83	Building and Energy - Building Services Levy
Trust Funds Total				14,428.58	
TRUST Total				14,428.58	
Grand Total				5,371,482.27	
			Breakdown - Cheques :	0.00	
			EFT :	5,371,482.27	
				5,371,482.27	
Total of all outstanding Creditor accounts as at 31 May 2022				683,210.15	

12.8 Monthly Activity Statement as at 31 May 2022

Attachment details

Attachment No and title	
1.	Financial Activity Report May 2022 [12.8.1 - 10 pages]

Voting Requirement	:	Simple Majority
Subject Index	:	32/009 - Financial Operating Statements
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

Council role

☐	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
☒	Executive	The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
☐	Legislative	Includes adopting local laws, local planning schemes and policies.
☐	Review	When Council reviews decisions made by Officers.
☐	Quasi-Judicial	When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Purpose of report

To provide Council with relevant monthly financial information for the period ending 31 May 2022.

Summary and key issues

The following report includes a concise list of material variances and a Reconciliation of Net Current Assets for the month ending 31 May 2022.

Location

Not applicable.

Consultation

There has been no specific consultation undertaken in respect to this matter.

Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

Goal 5: Responsible Belmont

Strategy: 5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community

Policy implications

There are no policy implications associated with this report.

Statutory environment

Section 6.4 of the *Local Government Act 1995* in conjunction with Regulations 34 (1) of the *Local Government (Financial Management) Regulations 1996* requires monthly financial reports to be presented to Council.

Regulation 34(1) requires a monthly Statement of Financial Activity reporting on revenue and expenditure.

Regulation 34(5) determines the mechanism required to ascertain the definition of material variances which are required to be reported to Council as part of the monthly report. It also requires Council to adopt a “percentage or value” for what it will consider to be material variances on an annual basis. Further clarification is provided in the Officer Comments section.

Background

The *Local Government (Financial Management) Regulations 1996* requires that financial statements are presented on a monthly basis to Council. Council has adopted 10% of the budgeted closing balance as the materiality threshold.

Officer comment

The Statutory Monthly Financial Report is to consist of a Statement of Financial Activity reporting on revenue and expenditure as set out in the Annual Budget. It is required to include:

- Annual budget estimates
- Budget estimates to the end of the reporting month
- Actual amounts to the end of the reporting month
- Material variances between comparable amounts
- Net current assets as at the end of the reporting month.

Previous amendments to the Regulations fundamentally changed the reporting structure which requires reporting of information consistent with the “cash” component of Council’s budget rather than being “accrual” based.

The monthly financial report is to be accompanied by:

- An explanation of the composition of the net current assets, less committed* and restricted** assets
 - An explanation of material variances***
 - Such other information as is considered relevant by the local government.
- *Revenue unspent but set aside under the annual budget for a specific purpose.

**Assets which are restricted by way of externally imposed conditions of use e.g. tied grants.

***Based on a materiality threshold of 10 percent.

In order to provide more details regarding significant variations as included in

Attachment 12.8.1 the following summary is provided.

<i>Report Section</i>	<i>Budget YTD</i>	<i>Actual YTD</i>	<i>Comment</i>
Expenditure - Capital			
Computing	724,167	150,900	Variance due to disaster recovery to Cloud project and redevelopment of Belnet yet to commence.
City Facilities & Property	130,167	Nil	Purchase of equipment for Glasshouse project yet to occur and consultancy project

Report Section	Budget YTD	Actual YTD	Comment
			associated with land asset management yet to commence.
Rangers	357,120	Nil	The replacement of Ranger's vehicles deferred to November 2022.
Crime Prevention & Community Safety	118,811	53,802	Variance due to vehicle expected in June 2022.
Town Planning	90,500	Nil	Purchase of new fleet yet to occur and timing variance for Springs development contribution.
Environment	739,182	129,634	Esplanade Foreshore Stabilisation project and Garvey Park Section 2 project carried forward to 2022-2023 budget.
Ruth Faulkner Library	181,223	90,468	Variance attributed to phasing of temporary Art Exhibition and Interactive Museum projects.
Grounds Operations	2,022,715	515,421	Timing variance due to playground replacement projects for Miles Park and Middleton Park, and various irrigation and drainage projects.
Grounds Overheads	66,000	Nil	Variance due to fleet replacement deferred to 2022/2023.
Road Works	3,817,928	3,217,926	Budget variance due to timing of receipt invoices for road works on Abernethy Road and other minor variances.
Streetscapes	229,741	123,847	Variance due to phasing of renewal of irrigation/landscaping work for Forster Park to Abernethy Rd and the timing of bus shelter renewal program.
Footpath Works	366,585	201,012	Variances due to some minor projects yet to commence.
Drainage Works	213,262	162,549	Variances attributed to fleet and plant replacement yet to occur.

Report Section	Budget YTD	Actual YTD	Comment
Operations Centre	391,932	90,681	Variance due to timing of replacement of plant.
Building Operations	3,715,716	3,000,162	Variance due to budget timing of the Glasshouse Project and Belmont Tennis Club Lighting Upgrade Project.
City Projects	108,728	49,725	Variance relates to Wilson Park Netball Court project. The commencement date of the project has been deferred to 2022-2023.
Expenditure - Operating			
Finance Department	1,928,744	1,861,983	Variance attributed to salaries due to vacancies.
Computing	2,765,703	2,494,420	Software licenses and subscription invoices have not been received yet.
Marketing & Communications	2,107,137	1,637,209	Variance attributed to salaries due to vacancies
Insurance	897,282	996,368	Variance as a result of workers compensation adjustment for 2018 - 2020 based on actual performance.
Executive Services	1,382,020	1,296,228	Salaries are below budget due to vacancies.
Chief Executive Officer	821,920	886,750	Variance is due to the payment of accrued leave benefits associated with employee resignation and due to the reallocation of a team member to the internal audit team.
Records Management	743,434	682,290	Salaries are below budget due to vacancies.
Human Resources	1,613,321	1,422,602	Salaries are below budget due to vacancies.
Organisational Development	849,810	622,156	Salaries are below budget due to vacancies.

Report Section	Budget YTD	Actual YTD	Comment
Governance	3,062,778	2,785,124	Variances due to timing of Activity Based Costing allocations.
Belmont Trust	135,000	83,618	Variance due to timing of legal and consultancy costs.
Accommodation Costs	646,543	589,619	Cleaning costs and equipment maintenance are lower than anticipated.
Rates	2,681,446	2,602,118	Salaries are below budget due to vacancies.
City Facilities & Property	865,760	752,035	Variance due to the new on-line booking system (fees for the system are now deducted straight from the booking fee for each venue) and salaries are below budget due to vacancies.
Belmont Community Watch	1,238,051	1,093,510	Variance due to outstanding invoices for security services.
Crime Prevention & Comm Safety	911,389	837,329	Variance due to outstanding invoices for CCTV equipment maintenance and timing of reimbursement of positive engagement grant funds.
Health	1,431,574	1,357,507	Salaries are below budget due to vacancies.
Engagement Strategies	1,460,098	1,315,879	Variance in salaries and other services.
Town Planning	2,689,107	2,420,935	Variances for salaries, legal and consultancy costs.
Sanitation Charges	5,674,713	4,767,708	Variance due to legal fees being lower than expected and deferment of FOGO implementation program to 2022-2023.
Marketing & Communications	823,250	316,175	Variance due to cancellation of community events (Kidz Fest, Harmony Day) because of COVID-19.
Public Facilities Operations	183,000	63,018	Variances due to timing of outstanding invoices and salaries due to vacancies.

Report Section	Budget YTD	Actual YTD	Comment
Ruth Faulkner Library	2,852,764	2,679,348	Salaries are below budget due to vacancies.
Community Place Making	168,353	31,634	Delay of various Art Programs due to current restrictions.
Community Wellbeing	489,168	431,230	Variances due to outstanding invoices for sports light audit for Wilson Park Netball Courts and activity-based costing allocation.
Community Development	568,781	464,820	Salaries are below budget due to vacancies.
Grounds Operations	5,469,795	4,568,967	Variances relate to budget phasing of consultancy costs and environmental services.
Grounds - Active Reserves	1,245,056	1,154,781	Variances relate to timing of invoices for various parks maintenance works.
Grounds Overheads	1,422,795	1,330,491	Variance relates to salaries, wages, and superannuation costs because of vacancies.
Road Works	1,123,455	1,053,323	Variance due to the spread of cost between various road construction and maintenance projects.
Streetscapes	2,013,254	1,480,674	Variance relates to budget timing of various budget lines and savings in wages due to vacancies.
Operations Centre	766,497	822,762	Plant utilisation was greater than anticipated.
Building Operations	1,276,863	1,138,037	Variance due to salaries, activity-based costing allocations and consultancy costs.
Public Works Overheads	1,269,333	1,160,205	Variances due to salaries, activity-based costing allocations and consulting costs.
Plant Operating Costs	887,376	778,689	Wages below budget due to vacancies.

Report Section	Budget YTD	Actual YTD	Comment
Technical Services	2,441,461	2,234,000	Variance due to budget phasing of consultancy costs and agency staff.
City Projects	708,419	522,801	Variance due to budget phasing of consultancy costs and salaries due to vacancies
Other Public Works	778,643	725,726	Street lighting costs are paid one month in arrears.
Revenue - Capital			
Human Resources	(189,283)	(33,975)	Variance due to timing of Transfers from Miscellaneous Entitlements Reserve, this will take place in June 2022.
Crime Prevention & Community Safety	(57,673)	Nil	Grant income yet to be received.
Grounds Operations	Nil	(53,650)	Grant income received earlier than expected.
Road Works	(1,463,106)	(925,443)	Roads to Recovery grant for Miles St not yet claimed.
Operations Centre	(178,428)	(74,545)	Variance due to net cost of plant replacement funded from reserve fund which will be transferred at year end.
Building Operations	(315,536)	(996,502)	Variance due to the State Government grant received earlier than expected.
Revenue - Operating			
Finance Department	(1,960,429)	(1,861,982)	Activity Based Costing (ABC's) recoveries are currently below budget.
Computing	(2,956,705)	(2,481,060)	Activity Based Costing (ABC's) recoveries are currently below budget.
Insurance	(867,640)	(970,188)	Insurance reimbursements are higher than expected.
Records Management	(754,866)	(682,290)	ABC recoveries are currently below budget.
Rates	(52,859,008)	(53,038,218)	Variance due to favorable interim rating.

Report Section	Budget YTD	Actual YTD	Comment
General Purpose Income	(469,908)	(1,199,086)	Financial Assistance Grant for 2022/23 received in advance.
City Facilities & Property	(1,475,082)	(1,549,428)	Some outgoing recoveries are currently above budget.
Financing Activities	(408,683)	(303,786)	Variance relates to timing of investment income.
Town Planning	(1,077,206)	(991,586)	ABC recoveries are currently below budget.
Sanitation Charges	(7,083,576)	(6,665,121)	Variance due to the timing of Better Bins Grant.
Grounds Overheads	(1,284,117)	(1,183,908)	Wages overhead recovery currently below budget.
Road Works	(267,000)	(810,535)	Financial Assistance Grant for 2022/2023 received in advance.
Streetscapes	(120,000)	(55,023)	Contribution for Orrong Road Maintenance behind schedule.
Public Works Overheads	(1,283,398)	(1,109,722)	Wages overhead recovery currently below budget.
Plant Operating Costs	(929,710)	(776,697)	Recovery for Plant usage is currently below budget.

In accordance with *Local Government (Financial Management) Regulations 1996*, Regulation 34 (2)(a) the following table explains the composition of the net current assets amount which appears at the end of the attached report.

Reconciliation of Nett Current Assets to Statement of Financial Activity		
Current Assets as at 31 May 2022	\$	Comment
Cash and investments	74,422,821	Includes municipal and reserves
- less non-rate setting cash	(50,691,444)	Reserves
Receivables	2,839,476	Rates levied yet to be received and Sundry Debtors
ESL Receivable	(367,200)	ESL Receivable
Stock on hand	211,759	
Total Current Assets	26,415,413	

Current Liabilities		
Creditors and provisions	(8,312,088)	Includes ESL and deposits
- less non-rate setting creditors & provisions	3,019,083	Cash Backed LSL, current loans & ESL
Total Current Liabilities	(5,293,006)	
Nett Current Assets 31 May 2022	21,122,407	
Nett Current Assets as Per Financial Activity Report	21,122,407	
Less Committed Assets	(20,622,407)	All other budgeted expenditure
Estimated Closing Balance	500,000	

Financial implications

The presentation of these reports to Council ensures compliance with the *Local Government Act 1995* and associated Regulations, and also ensures that Council is regularly informed as to the status of its financial position.

Environmental implications

There are no environmental implications associated with this report.

Social implications

There are no social implications associated with this report.

Officer Recommendation

That the Monthly Financial Reports as at 31 May 2022 as included in Attachment 12.8.1 be received.

Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.

City of Belmont

Monthly Financial Activity Statement for the Period Ending May 2022

Note: Material variances have been identified in accordance with the Local Government (Financial Management) Regulations 34(1)(d) and Australian Accounting Standards (AASB 1031). A variance on the budgeted closing balance has been applied in the determination of material variances.
M=Material Variance

Budget: 22CLRBD2, Actual: 22CLACT

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	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
1. Expenditure					
Capital					
Governance					
Computing	790,000	724,167	150,900	573,267	79.16% M
Transfer To Reserve	5,067,760	0	0	0	0.00%
Executive Services	44,875	44,875	0	44,875	100.00%
Belmont Trust	6,712	0	0	0	0.00%
Total Governance	5,909,347	769,042	150,900	618,142	80.38%
General purpose funding					
City Facilities & Property	142,000	130,167	0	130,167	100.00% M
Financing Activities	573,170	573,170	573,170	0	0.00%
Total General purpose funding	715,170	703,337	573,170	130,166	18.51%
Law, order and public safety					
Rangers	357,120	357,120	0	357,120	100.00% M
Crime Prevention & Comm Safety	175,351	118,811	53,802	65,009	54.72% M
Total Law, order and public safety	532,471	475,931	53,802	422,129	88.70%
Health					
Health	77,875	77,875	41,286	36,589	46.98%
Total Health	77,875	77,875	41,286	36,589	46.98%
Education and welfare					
Engagement Strategies	0	0	21,112	-21,112	0.00%
Total Education and welfare	0	0	21,112	-21,112	0.00%
Housing					
Wahroonga Housing	50,000	50,000	38,979	11,021	22.04%
Orana Aged Housing	36,156	0	0	0	0.00%
Faulkner Park Retirement Vill.	108,000	0	0	0	0.00%
Total Housing	194,156	50,000	38,979	11,021	22.04%
Community amenities					
Town Planning	103,000	90,500	0	90,500	100.00% M
Sanitation Charges	1,295,298	0	0	0	0.00%
Environment	940,806	739,182	129,634	609,548	82.46% M

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
Total Community amenities	2,339,104	829,682	129,634	700,048	84.38%
Recreation and culture					
Belmont Oasis	33,000	32,828	32,828	0	0.00%
Ruth Faulkner Library	181,223	181,223	90,468	90,755	50.08% M
Community Place Making	10,000	10,000	0	10,000	100.00%
Community Wellbeing	33,000	33,000	0	33,000	100.00%
Grounds Operations	2,360,051	2,022,715	515,421	1,507,294	74.52% M
Grounds Overheads	66,000	66,000	0	66,000	100.00% M
Total Recreation and culture	2,683,274	2,345,766	638,717	1,707,049	72.77%
Transport					
Road Works	4,267,455	3,817,928	3,217,926	600,002	15.72% M
Streetscapes	307,158	229,741	123,847	105,894	46.09% M
Footpath Works	456,998	366,585	201,012	165,573	45.17% M
Drainage Works	375,000	213,262	162,549	50,714	23.78% M
Operations Centre	526,332	391,932	90,681	301,251	76.86% M
Total Transport	5,932,943	5,019,448	3,796,014	1,223,433	24.37%
Economic services					
Building Operations	4,046,469	3,715,716	3,000,162	715,555	19.26% M
City Projects	1,539,000	108,728	49,725	59,003	54.27% M
Total Economic services	5,585,469	3,824,445	3,049,887	774,558	20.25%
Total Capital	23,969,809	14,095,525	8,493,501	5,602,024	39.74%

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
Operating					
Governance					
Finance Department	2,187,122	1,928,744	1,861,983	66,762	3.46% M
Computing	3,058,822	2,765,703	2,494,420	271,283	9.81% M
Marketing & Communications	2,354,972	2,107,137	1,637,209	469,929	22.30% M
Reimbursements	257,369	215,027	264,164	-49,137	-22.85%
Insurance	897,740	897,282	996,368	-99,087	-11.04% M
Executive Services	1,553,730	1,382,020	1,296,228	85,792	6.21% M
Chief Executive Officer	918,606	821,920	886,750	-64,830	-7.89% M
Records Management	837,015	743,434	682,290	61,144	8.22% M
Human Resources	1,775,669	1,613,321	1,422,602	190,718	11.82% M
Organisational Development	953,053	849,810	622,156	227,654	26.79% M
Governance	3,406,963	3,062,778	2,785,124	277,654	9.07% M
Belmont Trust	180,000	135,000	83,618	51,382	38.06% M
Accommodation Costs	727,163	646,543	589,619	56,924	8.80% M
Total Governance	19,108,224	17,168,718	15,622,531	1,546,187	9.01%
General purpose funding					
Rates	2,788,841	2,681,446	2,602,118	79,328	2.96% M
General Purpose Income	3,050	2,796	4,051	-1,256	-44.91%
City Facilities & Property	970,110	865,760	752,035	113,725	13.14% M
Financing Activities	602,365	601,948	552,283	49,665	8.25%
Total General purpose funding	4,364,365	4,151,950	3,910,487	241,463	5.82%
Law, order and public safety					
Belmont Community Watch	1,350,331	1,238,051	1,093,510	144,541	11.67% M
BelmontNeighbourhood Watch	593	543	517	26	4.77%
Criminal Damage	206,606	186,918	164,417	22,501	12.04%
Rangers	1,030,881	922,621	904,962	17,659	1.91%
Crime Prevention & Comm Safety	1,002,899	911,389	837,329	74,060	8.13% M
State Emergency Service	101,160	93,253	91,459	1,794	1.92%
Total Law, order and public safety	3,692,470	3,352,775	3,092,194	260,581	7.77%
Health					
Health	1,588,690	1,431,574	1,357,507	74,067	5.17% M
Immunisation	21,484	19,694	16,552	3,142	15.95%
Total Health	1,610,174	1,451,268	1,374,059	77,209	5.32%
Education and welfare					
City Facilities & Property	316,918	290,508	276,297	14,211	4.89%
Engagement Strategies	1,594,944	1,460,098	1,315,879	144,219	9.88% M
Community Place Making	670,338	604,044	589,879	14,165	2.34%
Volunteers Programs	81,277	73,705	66,508	7,197	9.76%
Belmont HACC Services	4,651	4,263	6,901	-2,637	-61.86%
Youth Services General	805,098	672,494	665,365	7,129	1.06%
Pre-Schools & Kindys	6,204	4,718	3,801	918	19.45%
Total Education and welfare	3,479,431	3,109,830	2,924,630	185,201	5.96%

Attachment 12.8.1 Financial Activity Report May 2022

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
Housing					
Ascot Close Housing	50,303	45,702	39,387	6,315	13.82%
Wahroonga Housing	47,084	42,446	36,818	5,627	13.26%
Orana Aged Housing	69,920	62,245	49,041	13,204	21.21%
Gabriel Gardens	100,037	94,593	74,939	19,654	20.78%
Faulkner Park Retirement Vill.	126,000	103,000	139,602	-36,602	-35.54%
Total Housing	393,344	347,985	339,788	8,197	2.36%
Community amenities					
Regional Development	20,148	20,136	9,429	10,706	53.17%
Town Planning	3,047,251	2,689,107	2,420,935	268,173	9.97% M
Sanitation Charges	7,674,861	5,674,713	4,767,708	907,005	15.98% M
Technical Services	163,394	145,578	123,549	22,030	15.13%
Total Community amenities	10,905,655	8,529,535	7,321,621	1,207,914	14.16%
Recreation and culture					
Marketing & Communications	823,250	823,250	316,175	507,075	61.59% M
Donations and Grants	0	0	0	0	0.00%
Belmont Trust	6,101	5,592	6,441	-849	-15.19%
Public Facilities Operations	187,756	183,000	63,018	119,982	65.56% M
Belmont Oasis	578,843	421,020	378,069	42,950	10.20%
Youth & Family Services Centre	174,114	158,364	149,359	9,005	5.69%
Ruth Faulkner Library	3,160,123	2,852,764	2,679,348	173,416	6.08% M
Engagement Strategies	19,650	11,483	4,283	7,200	62.70%
Community Place Making	180,621	168,353	31,634	136,718	81.21% M
Community Wellbeing	563,857	489,168	431,230	57,938	11.84% M
Community Development	616,233	568,781	464,820	103,961	18.28% M
Building - Active Reserves	739,882	653,993	608,575	45,417	6.94%
Building Operations	66,331	56,495	48,552	7,943	14.06%
Streetscapes	30,000	27,500	22,446	5,054	18.38%
Grounds Operations	5,995,877	5,469,795	4,568,967	900,828	16.47% M
Grounds - Active Reserves	1,354,886	1,245,056	1,154,781	90,274	7.25% M
Grounds Overheads	1,530,547	1,422,795	1,330,491	92,304	6.49% M
Total Recreation and culture	16,028,069	14,557,407	12,258,191	2,299,216	15.79%
Transport					
Road Works	1,277,204	1,123,455	1,053,323	70,133	6.24% M
Streetscapes	2,192,630	2,013,254	1,480,674	532,580	26.45% M
Footpath Works	263,182	239,249	252,512	-13,263	-5.54%
Drainage Works	382,959	305,212	291,138	14,073	4.61%
Operations Centre	846,964	766,497	822,762	-56,264	-7.34% M
Grounds Operations	152,475	139,761	104,149	35,611	25.48%
Total Transport	5,115,414	4,587,428	4,004,558	582,870	12.71%
Economic services					
City Facilities & Property	780,271	697,595	663,641	33,955	4.87%
Building Control	845,463	761,975	719,319	42,656	5.60%
Customer Service	608,615	552,381	533,129	19,252	3.49%
Building Operations	1,405,055	1,276,863	1,138,037	138,826	10.87% M
Building Overheads	97,293	89,850	74,962	14,888	16.57%
Streetscapes	12,995	9,445	5,108	4,337	45.92%
Total Economic services	3,749,692	3,388,108	3,134,195	253,913	7.49%

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
Other property and services					
Building Operations	4,678	3,461	6,049	-2,587	-74.76%
Public Works Overheads	1,380,103	1,269,333	1,160,205	109,128	8.60% M
Plant Operating Costs	960,881	887,376	778,689	108,687	12.25% M
Technical Services	2,718,523	2,441,461	2,234,000	207,460	8.50% M
City Projects	835,439	708,419	522,801	185,619	26.20% M
Other Public Works	850,854	778,643	725,726	52,917	6.80% M
Total Other property and services	6,750,479	6,088,693	5,427,470	661,224	10.86%
Total Operating	75,197,318	66,733,697	59,409,723	7,323,975	10.97%
<u>Total 1. Expenditure</u>	99,167,127	80,829,222	67,903,224	12,925,999	15.99%

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
2. Revenue					
Capital					
Governance					
Finance Department	-70,000	-18,333	0	-18,333	100.00%
Computing	-491,455	0	0	0	0.00%
Insurance	-29,149	0	0	0	0.00%
Executive Services	-80,413	-31,413	0	-31,413	100.00%
Records Management	-13,525	0	0	0	0.00%
Human Resources	-303,457	-189,283	-33,975	-155,308	82.05% M
Organisational Development	-29,749	0	0	0	0.00%
Governance	-99,000	0	0	0	0.00%
Belmont Trust	-187,224	0	0	0	0.00%
Total Governance	-1,303,972	-239,029	-33,975	-205,054	85.79%
General purpose funding					
City Facilities & Property	-130,000	0	0	0	0.00%
Financing Activities	-10,000	-9,167	0	-9,167	100.00%
Total General purpose funding	-140,000	-9,167	0	-9,167	100.00%
Law, order and public safety					
Rangers	-97,024	0	0	0	0.00%
Crime Prevention & Comm Safety	-103,666	-57,673	0	-57,673	100.00% M
Total Law, order and public safety	-200,690	-57,673	0	-57,673	100.00%
Health					
Health	-57,615	-34,515	-34,545	30	-0.09%
Total Health	-57,615	-34,515	-34,545	30	-0.09%
Education and welfare					
Community Place Making	-24,382	0	0	0	0.00%
Total Education and welfare	-24,382	0	0	0	0.00%
Housing					
Ascot Close Housing	-50,774	0	0	0	0.00%
Wahroonga Housing	-97,714	0	0	0	0.00%
Gabriel Gardens	-39,747	0	0	0	0.00%
Total Housing	-188,235	0	0	0	0.00%

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
Community amenities					
Town Planning	-71,000	-37,500	0	-37,500	100.00%
Sanitation Charges	-1,524,458	0	0	0	0.00%
Environment	-112,071	-102,731	-112,071	9,339	-9.09%
Total Community amenities	-1,707,529	-140,231	-112,071	-28,161	20.08%
Recreation and culture					
Ruth Faulkner Library	-58,443	-33,910	-19,045	-14,865	43.84%
Community Wellbeing	-33,386	0	0	0	0.00%
Grounds Operations	-298,468	0	-53,650	53,650	0.00% M
Grounds Overheads	-174,721	-21,783	0	-21,783	100.00%
Total Recreation and culture	-565,018	-55,693	-72,695	17,002	-30.53%
Transport					
Road Works	-1,476,225	-1,463,106	-925,443	-537,663	36.75% M
Drainage Works	-50,000	0	0	0	0.00%
Operations Centre	-908,541	-178,428	-74,545	-103,883	58.22% M
Total Transport	-2,434,766	-1,641,534	-999,988	-641,546	39.08%
Economic services					
Customer Service	-72,450	0	0	0	0.00%
Building Operations	-3,470,918	-315,536	-996,502	680,966	-215.81% M
Building Overheads	-15,873	0	0	0	0.00%
City Projects	-894,760	0	0	0	0.00%
Total Economic services	-4,454,001	-315,536	-996,502	680,966	-215.81%
Other property and services					
Public Works Overheads	-17,800	0	0	0	0.00%
Plant Operating Costs	-37,762	0	0	0	0.00%
Technical Services	-88,863	-31,413	-31,364	-49	0.16%
Total Other property and services	-144,425	-31,413	-31,364	-49	0.16%
Total Capital	-11,220,632	-2,524,791	-2,281,140	-243,651	9.65%

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
Operating					
Governance					
Finance Department	-2,138,650	-1,960,429	-1,861,982	-98,447	5.02% M
Computing	-3,225,496	-2,956,705	-2,481,060	-475,645	16.09% M
Marketing & Communications	-4,000	-3,667	-1,966	-1,700	46.37%
Reimbursements	-257,369	-224,922	-214,093	-10,829	4.81%
Insurance	-868,591	-867,640	-970,188	102,548	-11.82% M
Chief Executive Officer	0	0	-1,975	1,975	0.00%
Records Management	-823,490	-754,866	-682,290	-72,576	9.61% M
Human Resources	-1,509,367	-1,383,586	-1,422,602	39,016	-2.82%
Governance	0	0	-1,698	1,698	0.00%
Belmont Trust	-6,712	0	0	0	0.00%
Accommodation Costs	-556,840	-510,437	-534,401	23,965	-4.69%
Total Governance	-9,390,515	-8,662,251	-8,172,254	-489,997	5.66%
General purpose funding					
Rates	-52,861,621	-52,859,008	-53,038,218	179,211	-0.34% M
General Purpose Income	-469,908	-469,908	-1,199,086	729,178	-155.17% M
City Facilities & Property	-1,609,181	-1,475,082	-1,549,428	74,346	-5.04% M
Financing Activities	-445,842	-408,683	-303,786	-104,897	25.67% M
Total General purpose funding	-55,386,552	-55,212,681	-56,090,519	877,837	-1.59%
Law, order and public safety					
Criminal Damage	-18,000	-16,500	-9,696	-6,804	41.23%
Rangers	-129,177	-118,412	-153,509	35,097	-29.64%
Crime Prevention & Comm Safety	-98,410	-90,209	-98,410	8,201	-9.09%
State Emergency Service	-88,884	-72,310	-89,219	16,909	-23.38%
Total Law, order and public safety	-334,471	-297,432	-350,835	53,403	-17.95%
Health					
Health	-449,524	-418,329	-400,589	-17,739	4.24%
Immunisation	0	0	-18	18	0.00%
Total Health	-449,524	-418,329	-400,607	-17,721	4.24%
Education and welfare					
City Facilities & Property	-2,500	-2,292	-4,583	2,292	-100.00%
Engagement Strategies	-1,259	-1,154	-8,455	7,301	-632.70%
Community Place Making	-11,916	0	-11,916	11,916	0.00%
Youth Services General	-65,000	-49,167	-65,186	16,019	-32.58%
Total Education and welfare	-80,675	-52,612	-90,140	37,528	-71.33%

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
Housing					
Orana Aged Housing	-100,500	-8,390	0	-8,390	100.00%
Gabriel Gardens	-50,500	-46,292	0	-46,292	100.00%
Faulkner Park Retirement Vill.	-234,000	-175,500	-213,096	37,596	-21.42%
Total Housing	-385,000	-230,182	-213,096	-17,086	7.42%
Community amenities					
Regional Development	-6,675	-6,119	-6,675	556	-9.09%
Town Planning	-1,175,133	-1,077,206	-991,586	-85,620	7.95% M
Sanitation Charges	-7,083,251	-7,083,576	-6,665,121	-418,456	5.91% M
Technical Services	-1,500	-1,375	-3,636	2,261	-164.46%
Total Community amenities	-8,266,559	-8,168,276	-7,667,018	-501,258	6.14%
Recreation and culture					
Marketing & Communications	-110,000	-109,583	-115,000	5,417	-4.94%
Public Facilities Operations	-202,225	-185,401	-195,939	10,537	-5.68%
Belmont Oasis	-9,000	0	0	0	0.00%
Youth & Family Services Centre	-72,000	-66,000	-50,954	-15,046	22.80%
Ruth Faulkner Library	-54,898	-50,569	-41,241	-9,328	18.45%
Community Place Making	-10,000	-9,167	-4,498	-4,668	50.93%
Community Wellbeing	-1,000	-750	-1,073	323	-43.03%
Community Development	-4,969	-4,969	-4,969	0	0.00%
Building - Active Reserves	0	0	-21,755	21,755	0.00%
Streetscapes	0	0	-9,782	9,782	0.00%
Grounds Operations	-9,748	-9,603	-18,419	8,816	-91.81%
Grounds Overheads	-1,401,545	-1,284,117	-1,183,908	-100,208	7.80% M
Total Recreation and culture	-1,875,385	-1,720,158	-1,647,537	-72,621	4.22%
Transport					
Road Works	-267,000	-267,000	-810,535	543,535	-203.57% M
Streetscapes	-120,000	-120,000	-55,023	-64,977	54.15% M
Operations Centre	0	0	-981	981	0.00%
Total Transport	-387,000	-387,000	-866,538	479,538	-123.91%
Economic services					
City Facilities & Property	0	0	-4,683	4,683	0.00%
Building Control	-132,966	-121,886	-110,372	-11,513	9.45%
Customer Service	-539,438	-494,484	-533,129	38,645	-7.82%
Building Overheads	-81,421	-57,244	-41,235	-16,009	27.97%
Total Economic services	-753,825	-673,614	-689,419	15,805	-2.35%
Other property and services					
Public Works Overheads	-1,397,028	-1,283,398	-1,109,722	-173,676	13.53% M
Plant Operating Costs	-1,018,178	-929,710	-776,697	-153,012	16.46% M
Technical Services	-426,393	-390,861	-352,425	-38,435	9.83%
Other Public Works	-76,680	-73,602	-98,970	25,368	-34.47%

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
Total Other property and services	-2,918,279	-2,677,569	-2,337,814	-339,755	12.69%
Total Operating	-80,227,785	-78,500,104	-78,525,777	25,673	-0.03%
<u>Total 2. Revenue</u>	-91,448,417	-81,024,894	-80,806,917	-217,977	0.27%

3. Opening/Closing Funds

Operating

P&L Clearing

Opening Balance - Budget Only	-8218713	0	0	0	0.00%
Closing Balance - Budget Only	500,000	0	0	0	0.00%
Total P&L Clearing	-7,718,713	0	0	0	0.00%
<u>Total 3. Opening/Closing Funds</u>	-7,718,713	0	0	0	0.00%
	-3	-195,672	-12,903,694	12,708,022	16.26% M

Add Opening Balance:	-8,218,713
Nett Current Assets:	-21,122,407

13 Reports by the Chief Executive Officer

13.1 Request for leave of absence

Nil.

13.2 Notice of motion

Nil.

14 Matters for which the meeting may be closed

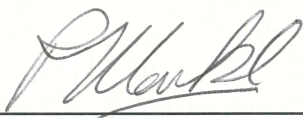
Nil.

15 Closure

There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 8.13pm.

Minutes confirmation certification

The undersigned certifies that these Minutes of the Ordinary Council Meeting held on 28 June 2022 were confirmed as a true and accurate record at the Ordinary Council Meeting held 26 July 2022:

Signed by the Person Presiding:  _____

PRINT name of the Person Presiding: **PHILIP MARKS**