



## City of Bunbury Council

# Notice of Meeting and Agenda 4 November 2024



**CITY OF BUNBURY**

4 Stephen Street  
Bunbury WA 6230  
Western Australia

*Correspondence to:*  
Post Office Box 21  
Bunbury WA 6231

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## Acknowledgement of Country

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

## Vision

Bunbury: welcoming and full of opportunities.

## Organisational Values

### #WEARECOB

#### **WE ARE COMMUNITY**

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

#### **WE ARE OPEN**

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

#### **WE ARE BRAVE**

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

## Nature of Council’s Role in Decision Making

**Advocacy:** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.

**Executive/Strategic:** The substantial direction setting and oversight role of the Council, e.g. adopting plans and reports, accepting tenders, setting and amending budgets.

**Legislative:** Includes adopting local laws, town planning schemes and policies.

**Quasi-Judicial:** When Council determines an application/matter that directly affects a person’s rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.

Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

**Information Purposes:** Includes items provided to Council for information purposes only which do not require direction from Council (that is for ‘noting’).

## City of Bunbury Council Notice of Meeting

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



Alan Ferris  
Chief Executive Officer  
(Date of Issue: 31 October 2024)

### Agenda

4 November 2024

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

#### Council Members:

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

#### **1. Declaration of Opening / Announcements of Visitors**

## **2. Disclaimer**

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

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

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

### **Copyright**

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

### **Recording and Webstreaming of Meetings**

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

## **3. Announcements from the Presiding Member**

## **4. Attendance**

### **4.1 Apologies**

### **4.2 Approved Leave of Absence**



## 5. Declaration of Interest

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

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

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

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

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



## Declaration of Interest Form

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

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

**Directions:**

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

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

## **6. Public Question Time**

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

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

### **6.1 Public Question Time**

### **6.2 Responses to Public Questions Taken 'On Notice'**

Nil

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

### 7.1 Minutes

#### 7.1.1 Minutes – Ordinary Council Meeting

The minutes of the Ordinary meeting of the City of Bunbury Council held 15 October 2024 have been circulated.

#### Recommendation

The minutes of the Ordinary meeting of the City of Bunbury Council held 15 October 2024 be confirmed as a true and accurate record.

*Voting Requirement: Simple Majority Required*

#### 7.1.2 Minutes – Council Advisory Committees

<b>Applicant/Proponent:</b>	Internal Report
<b>Author:</b>	Various
<b>Executive:</b>	Alan Ferris, Chief Executive Officer
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Information Purposes <input type="checkbox"/> Legislative
<b>Attachments:</b>	Appendix 7.1.2-A: DAIC Minutes 18 September 2024

#### Summary

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

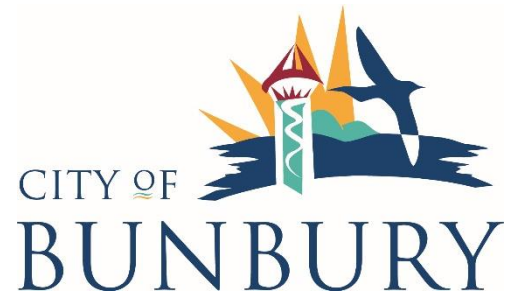
- Title: Disability, Access, & Committee Minutes  
Author: Sue Alexander, Community Development Officer - Inclusion  
Appendix: 7.1.2-A

#### Council Committee Recommendation

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

- Disability, Access, & Committee Minutes 18 September 2024

*Voting Requirement: Simple Majority*



## Disability Access and Inclusion Committee

### Minutes

18 September 2024

#### Committee Terms of Reference

*The Disability Access and Inclusion Committee has been established:*

- 1. To provide an oversight role in the development and implementation of the statutory requirements of the Disability Access and Inclusion Plan (DAIP);*
- 2. To review progress of the organisation in the achievement of the objectives of the DAIP;*
- 3. To review the Statutory Reports required under the DAIP;*
- 4. To review the progress of the organisation in relation to progress against the objectives of the Community Strategic Plan as it relates to disability, access and inclusion;*
- 5. To review any reports provided by the Co-Design Access Panel;*
- 6. To advise Council on issues relating to disability, access and inclusion within the City of Bunbury.*
- 7. To activate and drive the City's vision of becoming the Most Accessible Regional City in Australia (MARCIA).*

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## Acknowledgement of Country

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

### Vision

Bunbury: welcoming and full of opportunities.

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## Disability Access and Inclusion Committee Notice of Meeting

Dear Committee Members,

The next Ordinary Meeting of the Disability Access and Inclusion Committee will be held in the *Ocean Room*, 2-4 Stephen Street, Bunbury, on 18 September 2024 at 4:00PM

**Georgia-Mae O'Brien**  
**Acting Manager – Community Connection**



### Minutes 18 September 2024

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

#### *Committee Members:*

Member Name	Representing
Cr Ben Andrew	Chairperson - Councillor Representative
Cr Karen Turner	Councillor Representative
Cr Gabi Ghaseb	Councillor Representative
Rob Manning	Community Representative
Rebecca Shepherd	Community Representative
Georgia- Mae O'Brien	Proxy for Chief Executive Officer – City of Bunbury

#### *Support Staff:*

Name	Title
Sue Alexander	Community Development Officer – Inclusion
Amanda Gardiner	Community Development Officer – Diversity and Social Inclusion



## 1. Declaration of Opening

The Presiding Member declared the meeting open at 4.06 pm.

## 2. Disclaimer

Not applicable to this committee.

## 3. Announcements from the Presiding Member

## 4. Attendances

Rebecca Shepherd attended virtually and left meeting at 5.14PM.

Amanda Gardiner attended virtually and left meeting at 5.00PM.

### 4.1 Apologies

Councillor	Gabbi Ghasseb	Noted as an apology at time of meeting.
Director Corporate and Community	Karin Strachan	Noted as an apology at time of meeting.
Team Leader Community Development	Cassie Curulli	Noted as an apology at time of meeting.

### 4.2 Approved Leave of Absence

## 5. Declaration of Interest

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

DAIC MINUTES

## 6. Public Question Time

Not applicable.

## 7. Confirmation of Minutes

The Minutes of the meeting of the Disability Access and Inclusion Committee Meeting held 22 May 2024 have been circulated.

### Recommendation

That the Minutes of the Disability Access and Inclusion Committee Meeting held 22 May 2024 to be confirmed as a true and correct record.

### Committee Decision

The recommendation (as printed) was moved by Cr Karen Turner, seconded Rob Manning.

CARRIED UNANIMOUSLY  
5 votes “for” / Nil votes “against”

### 7.1 Review of DAIC Action Register from DAIC Workshop 2 held 10 July 2024

Updated DAIC Action Register (attached at Appendix 4) for noting.

## 8. Petitions, Presentations and Deputations

### 8.1 Petitions

Nil

### 8.2 Presentations

Nil

### **8.3 Deputations**

The following persons requested to address the Disability Access and Inclusion Committee in relation to the following items:

#### **10.3 Additional Changing Places facility in Bunbury**

- Adam Johnson
- Gemma Byrne
- Amy Wright

### **9. Method of Dealing with Minutes Business**

Items are dealt with in the order that they appear.

DAIC MINUTES

## 10. Reports

### 10.1 CoDAP Feedback Report – Bin Tactiles and Communication Board – Waste Education

<b>File Ref:</b>	COB/1774
<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Sue Alexander, Community Development Officer
<b>Responsible Manager:</b>	Georgia-Mae O’Brien, Acting Manager Community Connection
<b>Executive:</b>	Karin Strachan, Director Corporate and Community
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input checked="" type="checkbox"/> Information Purposes
<b>Attachments:</b>	Appendix 1: CoDAP Request Form Appendix 2: CoDAP Feedback Report

#### Summary

The purpose of this report is to provide DAIC with the City’s Co-Design Access Panel (CoDAP) Feedback Report for the Bin Tactile and Waste Education Communication Board project.

The City’s Co-Design Access Panel (CoDAP) comprises of people with a lived experience of disability as well as industry professionals to assist the City to embed accessible and inclusion design principles across its services, buildings, facilities, open spaces, and other projects.

As per the Committee’s Terms of Reference (as below) DAIC is to be provided with any reports from the Co-Design Access Panel for review.

5. *To review any reports provided by the Co-Design Access Panel;*

## Executive Recommendation

That the Disability Access and Inclusion Committee:

1. Review and accept the *CoDAP Request Form* (**attached** Appendix 1)
2. Review and accept the *CoDAP Feedback Report* (**attached** Appendix 2)

*Voting Requirement: Simple Majority*

## Strategic Relevance

Pillar	People
Aspiration	A safe, healthy, and connected community.
Outcome 4	A compassionate and inclusive community.
Objective 4.2	Support vulnerable groups, including aged persons and those with disability.

## Regional Impact Statement

The City's CoDAP also provides the same service to external State Departments across Bunbury such as the Transforming Bunbury Waterfront Project.

## Background

The City's CoDAP collaborates with City staff to ensure we are exceeding community expectations in relation to disability access and inclusion through providing advice and insights relating to access and inclusion within a Co-Design Framework that may not necessarily be covered by the current Australian Standards.

CoDAP members are required to attend CoDAP meeting on a needs basis which is currently monthly. CoDAP panel members provide this valuable service within a volunteering context.

CoDAP co-ordination is the responsibility of the Community Development Officer – Inclusion and is positioned within the Corporate and Community Directorate.

The Team Leader for City Planning also attends all CoDAP meetings.

CoDAP members include four (4) CoDAP members that are continuing their membership as they were previous members, (2) members who are also current DAIC members and (4) new community members.

### **Council Policy Compliance**

The City's CoDAP has two (2) guiding documents.

- CoDAP Terms of Reference latest version 2020 (**attached** Appendix 5)  
  
Review currently being undertaken involving Community Development Team, CoDAP and Infrastructure.
- Co-Design Access Panel Work Procedure latest version 2019, (**attached** Appendix 7)

CoDAP links to DAIP 2023-2028 and

- **DAIP 2023-2024**  
*Action 2.2.1, Review work procedure for CoDAP to ensure all major project design systems include consultation with CoDAP.*
- **Health and Wellness Plan 2021-2026**  
*City of Equity 3.5.5, Facilitation of disability access consultation through the Co-Design Access Panel (CoDAP).*

### **Legislative Compliance**

*Disability Services Act 1993 (amended 2004)*  
*Local Government Act 1995*

## **Officer Comments**

City staff who wish to engage with CoDAP are required to complete a “CoDAP Request Form” (**attached** Appendix 1) which provides an overview of their project and what they would like CoDAP members to provide feedback/recommendations on.

Once City Staff have attended a CoDAP Meeting a “CoDAP Feedback Report” (**attached** Appendix 2) is produced by the Community Development Officer – Inclusion to Report feedback and recommendations from CoDAP relating to the project presented to CoDAP and as a planning tool for staff when planning similar future projects.

All City of Bunbury projects that are presented to CoDAP are recorded on an internal CoDAP Register which can be accessed to review past CoDAP Feedback Records as part of the ongoing development of any services or projects.

## **Analysis of Financial and Budget Implications**

There are no financial or budgetary implications impacting from the recommendations of this report.

## **Community Consultation**

Not applicable.

## **Councillor/Officer Consultation**

Not applicable.

## **Applicant Consultation**

Not applicable.

## **Timeline: Council Decision Implementation**

Not applicable.



**Committee Decision**

The recommendation (as printed) was moved by Rob Manning, seconded Cr Karen Turner.

CARRIED UNANIMOUSLY  
5 votes “for” / Nil votes “against”

DAIC MINUTES

## 10.2 DAIC Action Record Review from Workshop 2- 10 July 2024

<b>File Ref:</b>	COB/516
<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Sue Alexander, Community Development Officer
<b>Responsible Manager:</b>	Georgia-Mae O’Brien, Acting Manager Community Connection
<b>Executive:</b>	Karin Strachan, Director Corporate and Community
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input checked="" type="checkbox"/> Information Purposes
<b>Attachments:</b>	Appendix 4: DAIC Action Register July 2024

### Summary

The purpose of this report is for the Disability Access and Inclusion Committee (DAIC) to review the DAIC Action Record from the DAIC Workshop 2 held on 10 July 2024 (attached Appendix 4).

### Executive Recommendation

That the Disability Access and Inclusion Committee note:

1. Actions recorded in the DAIC Action Record for DAIC Workshop held 10 July 2024.

*Voting Requirement: Simple Majority*

### Strategic Relevance

Pillar	People
Aspiration	A safe, healthy, and connected community
Outcome 4	A compassionate and inclusive community
Objective 4.2	Support vulnerable groups, including aged persons and those with disability

## **Regional Impact Statement**

The Disability Access and Inclusion Committee provides opportunity for community members to contribute to decisions that benefit Bunbury, through input on the provision of accessible and inclusive facilities, open spaces, programs and services. This ensures that Bunbury is welcoming and inclusive for all who visit and live in the Greater Bunbury region.

## **Background**

Members of the Disability Access and Inclusion Committee requested the implementation of quarterly (4) workshop sessions in addition to the current quarterly (4) DAIC meetings within a 12-month period.

The purpose of the Disability Access and Inclusion Committee workshops, as decided by DAIC members include:

- To discuss and explore potential agenda items to be included in the DAIC meetings.
- To enhance DAIC's connection to City of Bunbury Co-Design Access Panel by inviting them to two future DAIC workshops to share knowledge and experiences relating to access and inclusion.
- To engage in presentations, guest speakers and other activities.
- To plan future actions relating to the City of Bunbury's aspiration of becoming the Most Accessible Regional City in Australia.
- Other activities as identified by DAIC members.

## **Council Policy Compliance**

The DAIC operates under the Council's Code of Conduct.

## **Legislative Compliance**

*Disability Services Act 1993 (amended 2004)*

*Local Government Act 1995*

**Officer Comments**

Coordination of the DAIC workshops will be undertaken by the Community Development Officer – Inclusion.

Actions from DAIC workshops will be recorded in the DAIC Action Register for review at DAIC meetings.

**Analysis of Financial and Budget Implications**

Budget and financial implications may arise via the action register, should actions proceed to internal operational projects/motions to council.

**Community Consultation**

Not applicable.

**Councillor/Officer Consultation**

Not applicable.

**Applicant Consultation**

Not applicable.

**Timeline: Council Decision Implementation**

Not applicable.

**Committee Decision**

The recommendation (as printed) was moved by Rob Manning, seconded Cr, Karen Turner.

CARRIED UNANIMOUSLY  
5 votes “for” / Nil votes “against”

### 10.3 Additional Changing Places Facility in Bunbury.

<b>File Ref:</b>	COB/1731
<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Sue Alexander, Community Development Officer
<b>Responsible Manager:</b>	Georgia-Mae O'Brien, Acting Manager Community Connection
<b>Executive:</b>	Karin Strachan, Director Corporate and Community
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input checked="" type="checkbox"/> Information Purposes
<b>Attachments:</b>	Appendix 5: Letter from Adam Johnson and Gemma Byrne (CoDAP Members) proposing new Changing Places facility. Appendix 6: Images of Changing Places Information

#### Summary

The purpose of this report is for the Disability Access and Inclusion Committee (DAIC) to review correspondence addressed to the Disability Access and Inclusion Committee from Adam Johnson and Gemma Byrne (**attached** Appendix 5) advocating for a need for a Changing Places Facility within the City of Bunbury central business district.

#### Executive Recommendation

That the Disability Access and Inclusion Committee note:

1. The request outlined in the correspondence received from Adam Johnson and Gemma Byrne on for a new Changing Places facility to be located within the City of Bunbury Central Business District.
2. Determine if further investigation should be undertaken by internal City officers to produce a report for council consideration.

3. Respond to this request based on outcomes from committee discussions via a letter to Adam Johnson and Gemma Byrne.

*Voting Requirement: Simple Majority*

### **Strategic Relevance**

Pillar	People
Aspiration	A safe, healthy, and connected community
Outcome 4	A compassionate and inclusive community
Objective 4.2	Support vulnerable groups, including aged persons and those with disability

### **Regional Impact Statement**

The Disability Access and Inclusion Committee provides opportunity for community members to contribute to decisions that benefit Bunbury, through input on the provision of accessible and inclusive facilities, open spaces, programs and services. This ensures that Bunbury is welcoming and inclusive for all who visit and live in the Greater Bunbury region.

### **Background**

City of Bunbury Co-Design Access Panel members, Dr Adam Johnson and Gemma Byrne emailed the Community Development Officer – Inclusion on 19 July 2023, this letter was addressed to the Disability Access and Inclusion Committee to advocate for the need for a Changing Places facility to be built within the toilet block located next to the Bunbury and Heritage Centre. (attached Appendix 5).

### **Council Policy Compliance**

The DAIC operates under the Council’s Code of Conduct.

### **Legislative Compliance**

*Disability Services Act 1993 (amended 2004)*  
*Local Government Act 1995*

### **Officer Comments**

A Changing Places toilet facility allows people with high support needs to participate in all elements of community life, without having to limit their time out due to concerns about being able to access a suitable toilet.

Without Changing Places toilets, many people are unable to fully immerse themselves in the community, not out of choice, but because of the lack of suitable public toilets.

Changing Places facilities include:

- A height-adjustable adult-sized change table.
- A constant-charging ceiling track hoist system.
- A centrally located peninsula toilet.
- Additional circulation space more than standard accessible toilets.
- An automatic door with a clear opening of 950mm at a minimum and a privacy screen. (Changing Places, 2024)

The City of Bunbury has implemented two Changing Places facilities which are located at:

- Koombana Bay (all hour's facility) Established in 2018.
- SouthWest Sports Centre (available during opening hours) established in 2018.

Koombana Bay Changing Places facility was constructed using partial funding from Department of Social Services. Department of Social Services funding for Changes Places is currently not receiving applications and it is unknown when this funding will be available in the future.

Alignment of this request to actions within the City of Bunbury Disability Access and Inclusion Plan 2023-2028 include:

**DAIP Objective 2.1** Review City of Bunbury existing buildings and facilities and upgrade where possible to improve accessibility.

**DAIP Action 2.1.1** Identify opportunities to increase the number of accessible toilets across Bunbury as part of the of the City's condition audits -2023/2024.

**DAIP Objective 2.3** Improve access within Bunbury CBD with a focus on making it more pedestrian friendly.

**DAIC Action 2.3.2** Review signage in CBD for toilets, amenities, and other important information to ensure it its accessible and available – 2026/2027.

Prior to the meeting, the DAIC Chairperson was provided with information regarding Changing Places for approval. Approval was granted to present the information during the meeting. The DAIC members viewed the following videos during the meeting:

1. [Changing Places - How to Use the Changing Places Toilet](#)
2. [Changing Places - Installation Example](#)
3. [Changing Places - Introduction](#)

The following images were shared with DAIC members during the meeting for reference refer (**attached** Appendix 7)

### **Analysis of Financial and Budget Implications**

Should the committee choose to request further investigation resulting in a report for council consideration, there may be future budgetary impacts required to implement recommendations.

### **Community Consultation**

Not applicable.



### **Councillor/Officer Consultation**

The Community Development Officer – Inclusion provided information on the Department of Communities current Changing Places expression of interest questionnaire which will be exploring interest from Local Governments and organisations wanting to implement a Changing Places facility within the next 2 years.

### **Applicant Consultation**

Not applicable.

### **Timeline: Council Decision Implementation**

Not applicable.

### **Committee Decision**

The recommendation as amended was moved by Cr Karen Turner, seconded by Rob Manning.

That the Disability Access and Inclusion Committee:

1. Note the request outlined in the correspondence received from Adam Johnson and Gemma Bryne for a new Changing Places facility to be located within the City of Bunbury Central Business District.
2. Request further investigation be undertaken by City officers to produce a report for council consideration by 24 November 2024.
3. Respond to this request based on outcomes from committee discussions via a letter to Adam Johnson and Gemma Bryne.

**CARRIED UNANIMOUSLY**

5 votes “for”/Nil votes “against”

### 10.4 Most Accessible Regional City in Bunbury (MARCIA) Update

<b>File Ref:</b>	COB/1731
<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Sue Alexander, Community Development Officer
<b>Responsible Manager:</b>	Georgia-Mae O’Brien, Acting Manager Community Connection
<b>Executive:</b>	Karin Strachan, Director Corporate and Community
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input checked="" type="checkbox"/> Information Purposes
<b>Attachments:</b>	

#### Summary

The purpose of this report is to provide members of the Disability Access and Inclusion Committee (DAIC) with information on current action being undertaken to re-activate the City of Bunbury’s aspiration to become the Most Accessible Regional City in Australia (MARCIA) with discussions relating to the broader ambition of becoming the Most Accessible Region in Australia (MARIA).

#### Executive Recommendation

That the Disability Access and Inclusion Committee:

1. Note actions currently being undertaken to activate the City of Bunbury’s aspiration to become the Most Accessible Regional City in Australia along with discussions about the broader ambition of becoming the Most Accessible Region in Australia (MARIA).
2. Note the commitment the Disability Access and Inclusion Committee has made to undertake future actions to support his aspiration.

3. Are advised that the City has registered MARCIA as a major project within the City’s project framework, with budget review requested to establish a project budget in October 2024.

*Voting Requirement: Simple Majority*

### **Strategic Relevance**

Pillar	People
Aspiration	A safe, healthy, and connected community
Outcome 4	A compassionate and inclusive community
Objective 4.2	Support vulnerable groups, including aged persons and those with disability

### **Regional Impact Statement**

The Disability Access and Inclusion Committee provides opportunity for community members to contribute to decisions that benefit Bunbury, through input on the provision of accessible and inclusive facilities, open spaces, programs and services. This ensures that Bunbury is welcoming and inclusive for all who visit and live in the Greater Bunbury region.

### **Background**

Since 2013 the City of Bunbury, the former City of Bunbury Community Access Committee initiated the aspiration for Bunbury to become the Most Accessible Regional City in Australia. This is related to Bunbury as a capital city in a non-metro area, focusing on the City of Bunbury geographic footprint.

The below brief timeline outlines activation that has been undertaken to support this aspiration.

- **2013** - MARCIA was first conceived by the City of Bunbury’s Community Access Committee in 2013 when members of the Committee began to inquire about how Bunbury compared, in terms of disability access and

inclusion to another similar-sized regional City's in Western Australia such as Geraldton, Albany and Kalgoorlie.

- **2014** - The Community Access Committee explored the idea of developing a 'friendly completion' for the title of Most Accessible Regional City in Australia, as a way of promoting action on access and inclusion. The Committee then proposed a challenge: What would it for Bunbury to become the most accessible regional city in Australia?
- **2014** - Council responded by adopting the following resolution: Council Decision 263/2014: The Council sets a goal to become the Most Accessible Regional City in Australia by 2020-21.
- **2018 MARCIA Research Report** - A 12-month research project was undertaken to identify recommendations for the City of Bunbury to achieve MARCIA. This project was undertaken by Dr. Adam Johnson in collaboration with Edith Cowen University.
- **2023 MARCIA Review Report** – this report provides information on outcomes of the MARCIA Recommended Actions as mentioned in the MARCIA Research Report 2018 and the correlation between some MARCIA recommendations and the City's current Disability Access and Inclusion Plan 2023-2028.
- **2024 - Disability Access and Inclusion Committee.** The City of Bunbury's Disability Access and Inclusion Committee (DAIC) commences exploring developing a roadmap to support ongoing actions that support the achievement of this aspiration.

### **Council Policy Compliance**

The DAIC operates under the Council's Code of Conduct.

### **Legislative Compliance**

*Disability Services Act 1993 (amended 2004)*

*Local Government Act 1995*

### **Officer Comments**

The City has registered MARCIA as a major project within the City’s project framework. A project manager has been assigned, with a budget review being requested to establish a project budget in October 2024. By implementing a project-based approach relating to our aspiration to be the Most Accessible Regional City in Australia, the City will undertake a review of current and future resourcing to ensure longevity and success of this project.

### **Analysis of Financial and Budget Implications**

This action will just in ongoing budget implications (yet to be fully conceived) including the review of the project budget in October – requested amount is \$75,000. Additionally, an annual operating budget will be requested via the City’s internal operating processes.

### **Community Consultation**

Not applicable.

### **Councillor/Officer Consultation**

Not applicable.

### **Applicant Consultation**

Not applicable.

### **Timeline: Council Decision Implementation**

Not applicable.

### **Committee Decision**

The recommendation (as printed) was moved by Rebecca Shepherd, seconded by Cr Karen Turner.

CARRIED UNANIMOUSLY  
5 votes “for” / Nil votes “against”

## **11. Applications for Leave of Absence**

Nil.

## **12. Questions from Members**

### **12.1 Response to Previous Questions from Members taken on Notice**

Nil.

### **12.2 Questions from Members**

No questions had been received at the time of printing.

## **13. Urgent Business**

Nil.

## **14. Date of Next Meeting**

The next meeting of the DAIC will be held on 20 November 2024.

## **15. Close of Meeting**

The Presiding Member declared the meeting closed at 5.28 pm.

## **8. Petitions, Presentations, Deputations and Delegations**

### **8.1 Petitions**

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

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

### **8.2 Presentations**

### **8.3 Deputations**

### **8.4 Council Delegates' Reports**

### **8.5 Conference Delegates' Reports**

## **9. Method of Dealing with Agenda Business**

## 10. Reports

### 10.1 Recommendations from Advisory Committees

#### 10.1.1 Changing Places Investigation Report

<b>File Ref:</b>	COB/1774
<b>Applicant/Proponent:</b>	Disability Access and Inclusion Committee
<b>Responsible Officer:</b>	Sue Alexander, Community Development Officer – Inclusion
<b>Responsible Manager:</b>	Karin Strachan, Director Corporate and Community
<b>Executive:</b>	Karin Strachan, Director Corporate and Community
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input checked="" type="checkbox"/> Information Purposes
<b>Attachments:</b>	Appendix 10.1.1-A: Changing Places Deputation Presentation DAIC (18 September 2024) – Adam Johnson and Gemma Byrne Appendix 10.1.1-B: Changing Places Information Kit Appendix 10.1.1-C: Changing Places Commonwealth Funding Offer Fact Sheet Appendix 10.1.1-D: Changing Places Design Specifications

#### Summary

This report presents information for Council to consider the investigation of an additional Changing Places facility within the Bunbury CBD, as requested by the Disability Access and Inclusion Committee (DAIC) on 18 September 2024.

#### Executive Recommendation

That Council:

1. Notes the information provided on the investigation into the potential for an additional Changing Places facility in the Bunbury CBD.
2. Requests the Chief Executive Officer continue to explore funding opportunities, suitable locations, and partnerships for the proposed facility, to be reported back to the Disability Access and Inclusion Committee and Council in 2025.

*Voting Requirement: Simple Majority*

#### Strategic Relevance

Pillar	People
Aspiration	A safe, healthy, and connected community
Outcome No. 4	A compassionate and inclusive community
Objective No. 4.2	Support vulnerable groups, including aged person and those with disability.



## **Regional Impact Statement**

The Disability Access and Inclusion Committee provides opportunity for community members to contribute to decisions that benefit Bunbury, through input on the provision of accessible and inclusive facilities, open spaces, programs, and services. This ensures that Bunbury is welcoming and inclusive for all who visit and live in the Greater Bunbury region.

## **Background**

At the DAIC meeting on 18 September 2024, Adam Johnson and Gemma Byrne, Co-Design Access Panel members, presented a deputation proposing a Changing Places facility in the Bunbury CBD. Amy Wright, a community member, also shared her personal experience as a carer, highlighting the importance of such facilities for individuals with disabilities.

The DAIC recommended further investigation, with a report with recommendations to be submitted to Council by 24 November 2024.

## **Council Policy Compliance**

Disability, Access and Inclusion Council Policy

## **Legislative Compliance**

- *Local Government Act 1995*
- *Disability Services Act 1993*
- *Disability Services Regulations 2004*
- *Disability Discrimination Act 1992*
- *Equal Opportunity Act 1984*
- *Planning and Development Act and associated Regulations*
- *Building Code of Australia*

## **Officer Comments**

The City's Disability Access and Inclusion Plan (DAIP) outlines its commitment to creating an accessible, inclusive environment for all community members, highlighting actions that foster accessibility across public spaces, programs, and services. Aligning with the DAIP goals, this report highlights how the proposal contributes to the City's broader strategic aspirations, such as supporting vulnerable groups and promoting community participation.

In addition, the City aims to become the most accessible regional city in Australia, which involves integrating inclusive facilities like Changing Places. Such initiatives help remove barriers for people with disabilities, ensuring equitable access and reinforcing Bunbury's reputation as a welcoming community for residents and visitors alike.

The City of Bunbury currently provides two Changing Places facilities:

1. Koombana Bay: Open 24/7 within the toilet block/kiosk area.
2. South West Sports Centre: Available during opening hours.

The Koombana Bay facility, completed in 2017 as part of the Koombana Bay Revitalisation Project, received Changing Places accreditation in 2018. Allocations of funding previously secured for the project included:

- WALGA Grant: \$110,000
- City of Bunbury Contribution: \$32,104

- Total Cost: \$142,104

The Commonwealth Government is offering increased funding of up to 50% of project costs to build new facilities between 2022–2026, with all local governments eligible regardless of existing infrastructure. An expression of interest has been submitted to the Department of Communities to explore the possibility of establishing a new Changing Places facility in the Bunbury CBD.

Community Development consulted with other departments to explore potential locations that could be investigated. Possible locations to consider are:

- Integration with the Bicentennial Square Precinct Design
- Retrofitting a current facility, such as the Bunbury Library
- Acquisition of non-City land within the CBD
- Repurposing Lot 7 Victoria Street (currently housing automated toilets)
- Construction in a City-owned CBD car park near ACROD bays

An estimated phased implementation plan is outlined below, contingent on available resources and securing grant funding.

**Phase 1 (Late 2024): Internal Information Gathering**

- DAIC meeting held on 18 September 2024
- Report presented to Council in November 2024
- Council decision on project endorsement

**Phase 2 (Early to Mid-2025): Funding Investigation**

- Monitor funding availability from Department of Communities
- Explore additional funding options
- Secure budget allocation from the City of Bunbury
- Submit applications to external funding bodies

**Phase 3 (Mid to Late 2025): Consultant Engagement and Design**

- Engage a Changing Places assessor
- Conduct consultations with DAIC and CoDAP
- Finalise preferred design and obtain endorsement

**Phase 4 (2026–2028): Construction**

- Conduct procurement and tender processes
- Commence construction
- Complete build and obtain accreditation

**Phase 5 (2028): Launch and Community Engagement**

- Launch event and facility promotion

**Financial and Budget Implications**

The following outlines the anticipated costs associated with the project, including consultancy, accreditation, construction, and ongoing maintenance:

- Consultant and Accreditation Costs:
  - Consultant: \$10,000
  - Accreditation: \$1,000
- Estimated Construction Cost:
  - Koombana Bay (2017): \$142,000
  - Projected Cost (2025): \$180,000
- Annual Maintenance Costs:
  - Estimated at \$4,330 per year

### **Community Consultation**

Two members of the CoDAP presented at the DAIC meeting, sharing personal experiences of using Changing Places facilities. Their insights emphasised the challenges faced by families with limited access to suitable public amenities and outlined the benefits of adding a facility in the CBD. Key benefits include:

- **Extended Stay:** Families can remain in the CBD longer without the need to leave for toilet facilities.
- **Dignity and Inclusion:** Equal access to appropriate facilities for those with disabilities.
- **Tourism Impact:** Enhanced accessibility could attract more visitors and increase Bunbury's profile as an accessible tourism destination.

### **Councillor/Officer Consultation**

The City's Planning and Building teams were consulted to explore suitable locations for the proposed facility. The recommended sites to investigate have been included within this report.

### **Applicant Consultation**

Nil

### **Timeline: Council Decision Implementation**

- November 2024: Council decision
- 2025–2026: Funding applications and design consultations if funding is successful
- 2026–2028: Construction and accreditation
- 2028: Facility launch and promotional campaign

# Bunbury CBD



Proposal for a Changing Places facility to be built in the Bunbury CBD – presentation to the City of Bunbury Access and Inclusion Committee

18 September 2024 Gemma Byrne & Adam Johnson

# What is a Changing Places facility?



# Koombana Bay facility



# Preferred Site – Museum Toilet Block @ Paisley Square (outside Centrepoint)



# Who is it for?



William – 8 years old

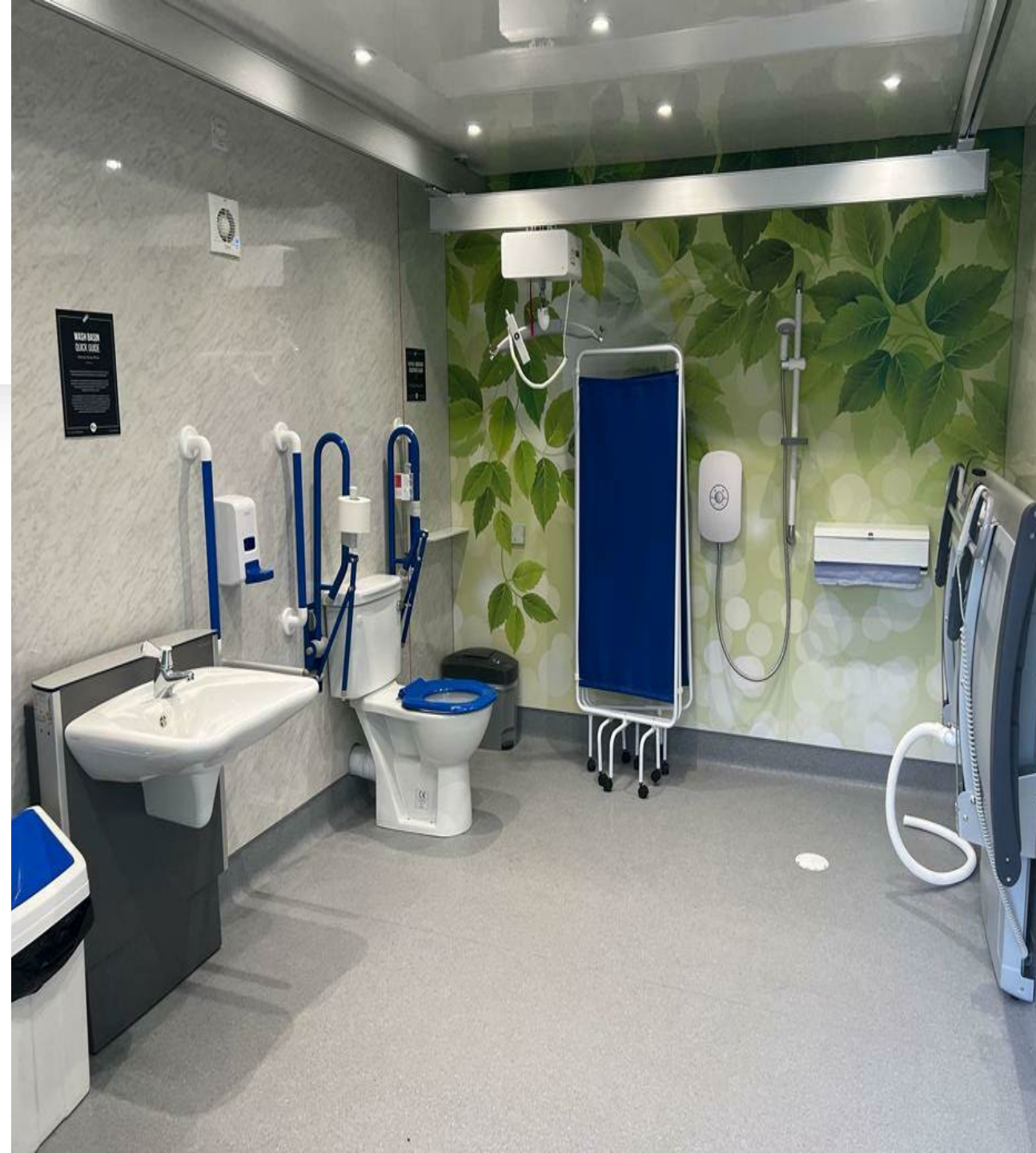


Alex – 9 years old



# Request

- A recommendation to Council to endorse the development of a new Changing Places facility in the Bunbury CBD, and actively seeking internal and external funding sources to achieve it, within a 2-year timeframe.



MARCH 2023

# Changing Places

## Information Kit



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# What are Changing Places?

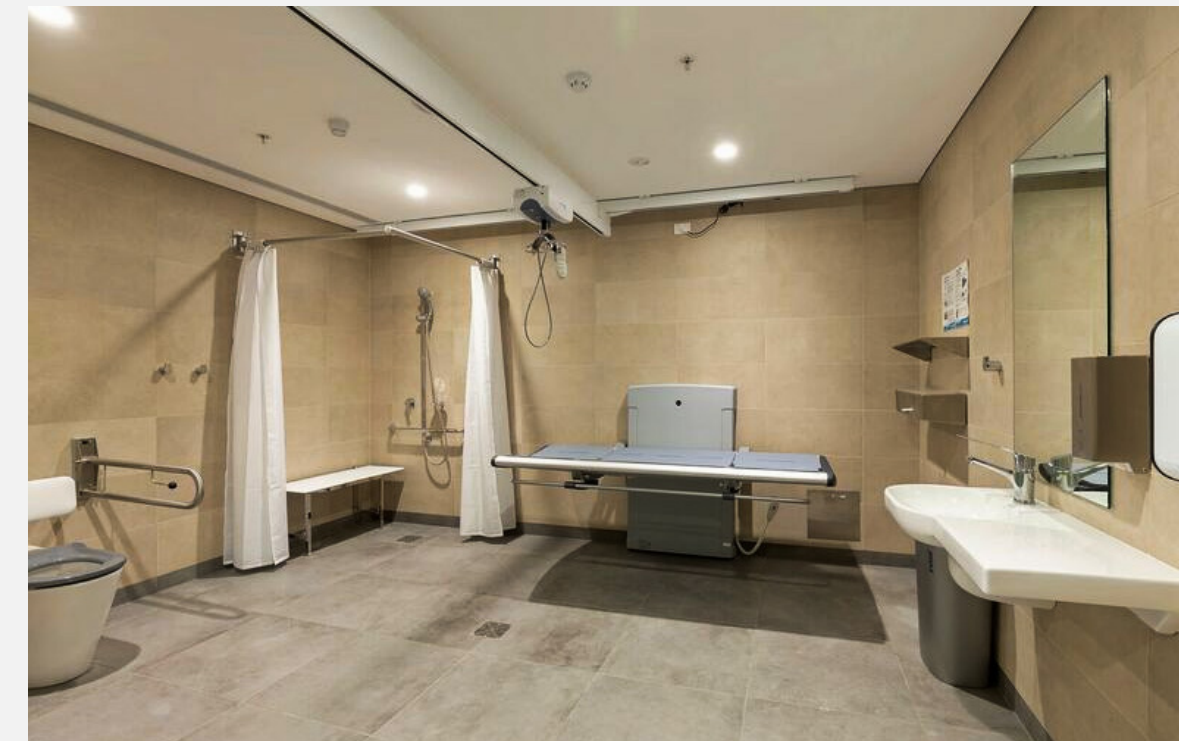
It is a basic human right to be able to access a clean, safe, and private place to go to the toilet.

A Changing Places facility allows people with high support needs to fully participate in the community.

## Changing Places facilities provide:

- a height-adjustable adult-sized change table
- a constant-charging ceiling track hoist system
- a centrally-located peninsula toilet
- circulation spaces as defined in the design specifications
- an automatic door with a clear opening of 950 mm at a minimum (1100 mm for beach and lake locations)

Two examples of Changing Places interiors to the right are of Sydney Airport and Australia Zoo Changing Places. For more locations of Changing Places go to the Changing Places Australia website and go to [Find a Toilet](#) – you can find the downloadable list of toilets or use the map to search for a Changing Places near you or near where you are going.



*Sydney Airport Changing Places*



*Australia Zoo Changing Places*

**Each Changing Places facility has:**



**a constant-charging ceiling track hoist system**

**a centrally-located peninsula toilet with space for a carer either side**

**a height-adjustable adult-sized change table**

**extra circulation space**

**A privacy screen**

# Why are Changing Places important?

Changing Places mean Dignity, Safety, Hygiene, Access, and Inclusion.

Changing Places enable many people with high support needs to enjoy the day-to-day activities that many of us take for granted, such as going to work, school or university, playing in the park, or attending cultural, sporting, or social and family events.

Without Changing Places, many people are locked out of the community, not out of choice, but by a lack of accessible infrastructure.

Read stories and case studies from the Changing Places community to learn just how profound the difference including Changing Places can have (["Find stories here"](#)). *Read or watch the video of what difference Changing Places make for Liz Ellis.*



Liz Ellis, Changing Places user

# Infographic – How to build a Changing Places

We have developed a simple infographic of the process to build, accredit and register a Changing Places toilet.

[Download the infographic here](#)



# Looking to build a Changing Places?

Thinking about installing a Changing Places toilet? Luckily the Changing Places team has done most of the leg work for you.

Alongside the infographic, in this information pack, there are a suite of resources available to any organisation looking at building a Changing Places.

The first resource is the [Changing Places Design Specifications 2020](#) that provides all the information you need to build a Changing Places facility including four design layout options, indicative costings and information on how to accredit and register a facility.

The second resource is to engage a qualified [Changing Places Assessor](#) who can accredit your facility. They are available to answer any questions you may have about the design specifications and guide you through the accreditation process from start to finish.

The third is our email inbox that is always open. You can email us at [info@changingplacesaust.com.au](mailto:info@changingplacesaust.com.au) with any queries you may have and we will point you in the right direction!



*Changing Places Design Specifications 2020 resource*



# Choosing your design

[The Changing Places Design Specifications 2020](#) provide everything you need to know to build a Changing Places facility including costings determined by a quantity surveyor for the four design layout options. These include:

- **Design 1A:** Without shower rectangular
- **Design 1B:** Without shower square
- **Design 1C:** Without shower alternative door location
- **Design 2:** With shower rectangular.



*Parks Library Port Adelaide*

# Choosing your design

There are no mandatory requirements for internal finishes within the room, but the following items should be considered when designing a new Changing Places facility:

- Warm, inviting colours and patterns or murals are recommended to avoid the Changing Places having a cold or sterile look.
- Bold or busy patterns with bright colours are not recommended as some people may be over-stimulated by these.
- Consider increasing the luminance contrast of all fixtures and fittings to the wall surface.
- Baby and child-like decorations are not considered appropriate.

Examples of design interiors include the Parks Library, Port Adelaide (image on page 7) and Wells Street, Brighton.



*Wells Street, Brighton*

# Master Locksmiths Access Key (MLAK)

The Master Locksmiths Access Key (MLAK) system is a unique and innovative system that uses a universal lock and key which allows people with high support needs to access dedicated public facilities 24 hours a day.

Many Changing Places require a Master Locksmiths Access Key (MLAK) in order to use the facility. MLAKs have been fitted to many Changing Places across Australia, including:

- many local councils
- sports and entertainment venues (such as the MCG in Melbourne, the Gabba in Brisbane, Optus Stadium in WA)
- national parks
- on playground equipment – such as Liberty Swings in some local parks.

It is up to each venue to determine how to manage their Changing Places facility. However, experience shows that it is better to have the facility locked to deter vandalism and misuse.

To order your MLAK please visit [Master Locksmiths Association website](#).



**MLAK**  
Master Locksmiths Access Key

# Engage an assessor and get accredited

Our national network of registered [Changing Places Assessors](#) can guide you through the process from concept design to your completed facility, with an as built review.

We recommend engaging a Changing Places Assessor from the outset to ensure nothing is missed, and all critical requirements are included, ensure confidence that when the time comes your facility will be compliant, and you will receive your Statement of Compliance.

All Changing Places must be accredited by a Changing Places Assessor. The accreditation process ensures that Changing Places are built to standard so that users can be confident that the design is fit for purpose.

All Changing Places Assessors are individual contractors and need to be engaged separately. This cost is not included in the costings as set out in the Changing Places Design Specifications.



# Register your facility

Once your facility has been accredited by a Changing Places Assessor, and you have a Statement of Compliance, you are able to register your facility [using the form](#) on the Changing Places website. This involves uploading your Statement of Compliance for Changing Places records.

Once submitted, Changing Places will verify your registration and upload the facility to the Changing Places Australia website. The facility will then be available on the Changing Places downloadable PDF list and interactive map, as well as the [National Public Toilet Map](#).



*National Public Toilet Map App*

# Promotion


We love promoting our growing list of Changing Places facilities around Australia to our users and community!

We have various channels that we connect with the community through, including Facebook and our bi-monthly newsletter.

Across our promotional channels, we like to include a range of materials. We can help produce promotional materials to showcase your new facility, including interview opportunities, sharing photos, videos, and developing joint media releases.

 [Follow our Facebook page](#)

 [Sign up for our newsletter](#)

 [Find examples of our previous newsletters](#)

# Logo and Branding

In Australia, the Changing Places Logo has been registered with the Australian Trademarks Office. **The Changing Places Logo can only be used for toilets which have been accredited as a Changing Places facility.**

The Changing Places Trademark and Branding resources have been created to guide designers and users in their development of materials for use on their accredited Changing Places toilets.

We ask that designers and users respect the logo by keeping it true to form as outlined within the Brand Guidelines.

We are happy to review usage of the logo and brand, including its inclusion in any wayfinding, accessibility maps and signs. Contact us and we can send through print ready, high resolution design files. Please send through proofs of designs to [info@changingplacesaust.com.au](mailto:info@changingplacesaust.com.au).

[Find Logo Information Sheet here](#)

[Find Brand Guidelines here](#)

[Find Use of Trademark here](#)

# Thank you

We hope you can join us in making Australia a more inclusive and accessible nation with the further development and implementation and education of Changing Places toilets. We welcome any questions regarding Changing Places toilets or how we can assist you on your journey. Please email us at [info@changingplacesaust.com.au](mailto:info@changingplacesaust.com.au). We look forward to seeing more Changing Places being built all over the country.







# Changing Places

## Commonwealth Funding Offer

### Background

The Commonwealth Government is investing \$32.2 million from 2022-23 to 2025-26 to build Changing Places facilities in Local Government Areas across Australia.

As of 1 February 2024, the Commonwealth has increased the funding offer from the previous 'one-third', and made all LGAs eligible for funding, regardless of existing facilities. This is reflective of the Australian Government's commitment to improve accessibility in public spaces for people with disability in Australia, through increasing the availability of Changing Places.

The Commonwealth has committed to contribute up to half of the total build cost for each facility agreed to under this funding offer. The Australian Government Department of Social Services is responsible for the implementation, which will be undertaken in partnership with state and territory governments.

Changing Places are facilities for people with high support needs who are not helped in full by standard accessible toilets. Changing Places facilities are larger than standard accessible toilets. They have extra features and more space to meet the needs of people with disability and their carers.

### What is the timeline for implementation?

The Government's funding commitment is being implemented in four Tranches: 2022-2023; 2023-2024; 2024-2025 and **2025-2026**.

Tranche 1 of Changing Places has now closed. Tranche 2 is now open and will run for the 2023-2024 financial year.

Discussions with states and territories are in progress, with a focus on 'build ready' and bespoke opportunities for funding agreements in the second Tranche (2023-2024 FY), including facilities integrated with upcoming infrastructure projects at the state and territory level. States and territories who are interested in Tranche 2 will need to be in a position to finalise funding agreements with the Commonwealth before 30 June 2024. Building will need to commence within 12 months of receiving funding, and completed within 18 months of commencement.

Future Tranches will provide an opportunity for funding partners not currently in a position to proceed this financial year. This will include consideration of more complex and bespoke build scenarios.

## How will funding be delivered to the states and territories?

For Changing Places facilities being co-funded with states and territories, funding will be delivered through Federation Funding Agreements (FFAs) between the Commonwealth and states and territories.

Funding recipients must follow project monitoring and reporting requirements outlined in the relevant funding agreements. A primary contact for all matters relating to reporting, monitoring and delivery must also be appointed.

## How much funding will be provided under this initiative?

As of 1 February 2024, the Commonwealth has increased the funding offer from the previous one-third, and made all LGAs eligible for funding, regardless of existing facilities. This is reflective of the Australian Government's commitment to improve accessibility in public spaces for people with disability in Australia, through increasing the availability of Changing Places.

The Commonwealth will provide:

- 50% of the funding towards build costs for Changing Places facilities in LGAs without an existing facility
- 40% of the funding towards build costs for all subsequent facilities in any LGA with at least one Changing Places

It is recognised that build cost may vary amongst jurisdictions, and between regional or metropolitan locations. Given this, funding allocation will be based on:

- estimated average cost of facilities, as determined by each state and territory or other funding partners, and
- evidence that average cost has been independently sourced from and endorsed by accredited builders or assessors of Changing Places facilities.

## Who will be the funding partners for the remaining funding?

The Commonwealth encourages state and territory governments to consider collaborative funding contributions. These may include funding via:

- state and territory government grants
- other Commonwealth grants
- local government areas
- local councils, and
- appropriate third party contributors (tourism locations, shopping precincts, existing builds).

## How long after receiving funding is building expected to commence?

Building must commence within 12 months of receiving funding. **Building must be completed within 18 months of building commencement.**

## Does Commonwealth funding provide for ongoing maintenance or security for Changing Places facilities?

The Commonwealth funding is a contribution towards the costs of building a Changing Places facility. Any and all ongoing operational or maintenance costs are the responsibility of the co-funder to put in place appropriate arrangements.

## Can locations for a Changing Places be chosen by the funding recipient?

The funding recipient, in consultation with the department, can determine the locations of facilities.

Final approval of Commonwealth funding for proposed locations is subject to Commonwealth agreement.

Factors under consideration when approving proposed build locations may include community need and ease of access, proximity to popular local or tourist destinations, proximity to other community facilities, relationship to other nearby accessible infrastructure, and the proximity of other nearby Changing Places facilities.

The Changing Places funding offer is intended to increase community accessibility for people with high support needs across Australia. To encourage the building of Changing Places in LGAs without a facility, the Commonwealth has increased the funding contribution for builds that meet this criteria to 50% of the total facility cost.

## Do Changing Places facilities need to be accredited and who provides accreditation?

All Changing Places must be accredited by a [Changing Places assessor](#). Accreditation ensures that Changing Places are built to standard, ensuring users can be confident that design is fit for purpose.

## What other requirements will form part of a funding agreement?

- Locations of each facility must be agreed with the department prior to the commencement of building works
- Facilities must meet the [Changing Places Design Specifications 2020](#), which can be downloaded from [www.changingplaces.org.au](http://www.changingplaces.org.au)
- Facilities must be accredited by a Changing Places Assessor
- Once a Changing Places Assessor has assessed a facility and is satisfied it meets the requirements of the Changing Places Design Specification 2020, a Statement of Compliance will be issued. The funding recipient must provide a copy of the Statement of Compliance to DSS

- Recipients must ensure that once the Changing Places facility is accredited, it is listed on the [Changing Places website](#) and the [National Public Toilet Map](#)

## Is there a Changing Places website?

The Changing Places Australia website ([www.changingplaces.org.au](http://www.changingplaces.org.au)) is overseen by the Department of Families, Fairness and Housing in Victoria. The website contains a list of all accredited and registered Changing Places facilities, the Changing Places Design Specifications 2020, design files, online registration and accreditation processes and news.

## Who can I contact for more information?

Further information on the Commonwealth Changing Places funding offer can be found on the [DSS Website](#). Alternatively, please feel free to contact us at [ChangingPlaces@dss.gov.au](mailto:ChangingPlaces@dss.gov.au).

# Changing Places design specifications 2020



Changing Places

Occupied

Vacant

MLAK To Open



1800 675 411



# Foreword

Changing Places have come a long way since the first facility opened in Ringwood, Victoria in 2014.

There are now over 130 Changing Places across six states: New South Wales, Queensland, South Australia, Tasmania, Victoria and Western Australia. All accredited facilities are listed on the Changing Places Australia website. The National Public Toilet Map also lists many Changing Places facilities.

Australia has become the first country in the world to regulate for adult change facilities in its building code. From 1 May 2019, the National Construction Code (NCC 2019) requires a new type of public toilet called 'Accessible Adult Change Facilities' – based on the Changing Places design – to be included in certain classes of public buildings such as:

- shopping centres
- sports stadiums and swimming pools
- theatres and museums
- domestic and international airports.

Toilets built according to the Changing Places design specifications will generally meet the Deemed-to-Satisfy Provisions of the National Construction Code.

The *Changing Places design specifications 2020* provide the technical design specifications and the estimated costs to build a Changing Places facility, with four design options. The design specifications also serve as an advocacy tool for organisations and individuals seeking to gain more information about Changing Places and for those seeking to campaign for more Changing Places to be constructed.

The refreshed *Changing Places design specifications 2020* replace the *Changing Places Information Guide and Technical Standard June 2017* and includes updated designs and new features, which are based on feedback from the facilities currently in operation. A fourth design option has been introduced: 'Design 1C: Without shower alternative door location', providing the plans and specifications for a Changing Places facility with a side entrance door and a repositioned privacy screen.

**It is a basic human right to be able to access a clean, safe and private place to go to the toilet.**

Changing Places enable many people with high support needs to enjoy the day-to-day activities that many of us take for granted, such as going to work, school or university, playing in the park, or attending cultural, sporting or social and family events. The four case studies presented in the *Changing Places design specifications 2020* illustrate how Changing Places can make a real difference to the lives of the people who need them, their families, friends and carers.

With the introduction of the NDIS – more people now have the support they need to be able to fully participate in social, recreational and economic activities. Changing Places continue to play a vital role in enabling this connection and interaction.

# Changing Places in Australia

Changing Places established in the United Kingdom.

## 2006



Maroondah City Council approached the UK-based Changing Places Consortium, seeking approval to use the Changing Places logo. The development of design specifications for use in Australia commenced.

The Association for Children with a Disability takes leadership of the Changing Places initiative.

First Changing Places in Australia opens at Ringwood Lake.

Victorian Government announces \$750,000 to build six Changing Places including three selected as a result of a web survey of people with a disability about where they would like Changing Places to be built. This includes funding the Association for Children with a Disability to support the implementation of Changing Places.

Changing Places Conference at Federation Square, Melbourne.

*Changing Places Information Kit August 2014 released.*

## 2011



## 2014



## 2012

Changing Places Victoria consortium established by the Maroondah City Council.

## 2015

Maroondah City Council lead a Changing Places focussed response to the Australian Government's review of the *Premises Standards (2010)* – the first step to include Accessible Adult Change Facilities in the Building Code of Australia.

Maroondah City Council wins the National Award for Excellence in Local Government for its Changing Places-Changing Lives project.

First shopping-centre Changing Places opens at the Eastland Shopping Centre, Ringwood.

Western Australia Disability Services Commission and the Western Australian Local Government Association invite local governments to apply for funding for 18 Changing Places facilities.

## 2013

Changing Places website launched by the Association for Children with a Disability.

First Marveloo built by the Maroondah City Council.

*Changing Places Transforming Lives Information Kit November 2013 released.*



Twenty-eight Changing Places opened across Australia (25 in Victoria, 3 in WA).

Building Ministers Forum released the following communique: *Ministers noted the initiatives being implemented by jurisdictions in providing accessible adult sanitary facilities in public buildings and noted that the Review of the Disability (Access to Premises – Buildings) Standards 2010 received a large number of submissions in respect of this initiative.*

**2016**



The Government of South Australia announces \$1.7 million funding for Changing Places.

Australian Building Codes Board starts the consultation process for the inclusion of Accessible Adult Change Facilities in the National Construction Code.

Association for Children with a Disability withdraws from managing Changing Places initiative.

**2018**



**2017**

The Australian Government supported the recommendation: *Consider whether and how accessible adult changing facilities should be included in the Disability Standards as part of the larger body of work regarding accessible adult changing facilities.*

Changing Places forum held at the MCG.

*Changing Places Information Guide and Technical Standard June 2017* released.

The Association for Children with a Disability develops two Changing Places videos: Melbourne Zoo and the MCG.

Victorian Government funds 26 Changing Places.

The first airport Changing Places opens at Brisbane Airport.

**2019**



The first Changing Places opens in South Australia.

The Australian Building Codes Board releases the National Construction Code 2019, requiring Accessible Adult Change Facilities to be included in certain classes of public buildings.

The first Changing Places opens in Tasmania.

The one hundredth Changing Places opens at Bicentennial Park, Chelsea.

**2020**



*Changing Places design specifications 2020* released.

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# 1. Changing Places



# 1.1 Introduction

Changing Places provide suitable facilities for people who cannot use standard accessible toilets. A Changing Places facility allows people with high support needs to fully participate in the community. This may include people with an acquired brain injury, spinal cord injury, cerebral palsy, multiple sclerosis, spina bifida, and motor neurone disease, as well as many other people with a disability.

Changing Places facilities provide:

- a height-adjustable adult-sized change table
- a constant-charging ceiling track hoist system
- a centrally-located peninsula toilet
- circulation spaces as defined in the design specifications
- an automatic door with a clear opening of 950 mm at a minimum (1100 mm for beach and lake locations)
- a privacy screen.

In addition to satisfying the requirements of the National Construction Code, providing a Changing Places facility is a great step towards meeting the intent of the *Disability Discrimination Act 1992* (Cth) by creating an inclusive built environment for all people with disability.

**Organisations and building owners who provide a Changing Places can proudly promote their awareness of community needs and commitment to social responsibility.**



## 1.2 Changing Places Australia website

The Changing Places Australia website provides a range of up-to-date information and resources relating to Changing Places. The website contains:

- a list of all accredited Changing Places facilities
- the *Changing Places design specifications 2020*
- AutoCAD files for the Changing Places designs
- a list of Changing Places Assessors
- the registration and accreditation processes
- contact information
- regular news items about developments in Changing Places, feature articles and videos.

Visit the Changing Places website:  
<[www.changingplaces.org.au](http://www.changingplaces.org.au)>.

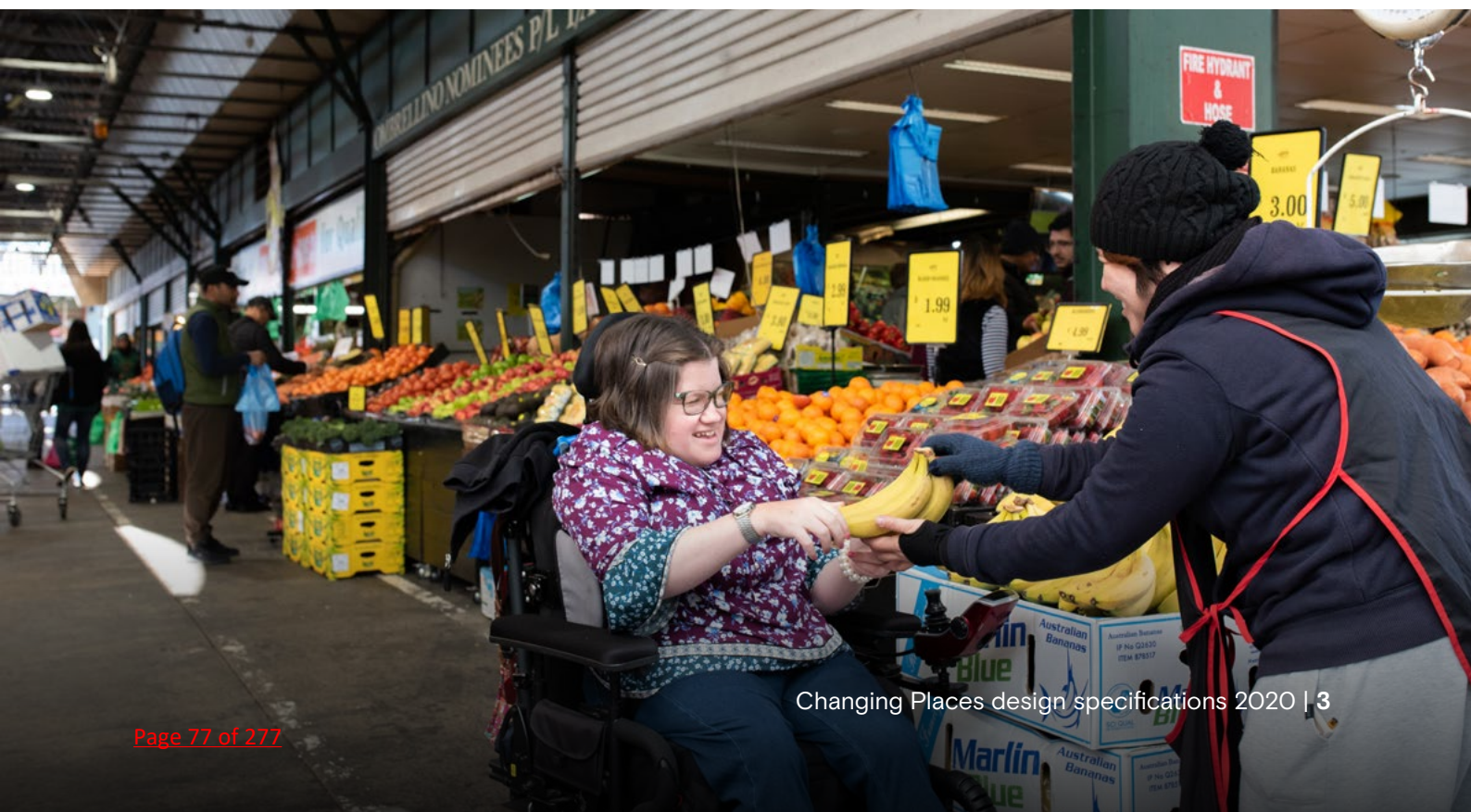
## 1.3 New design requirements

A number of requirements have been added to the Changing Places design options 2020, which are based on key learnings from the Changing Places currently in operation. These changes will apply from 1 April 2020. This change will not affect facilities which are accredited (as Changing Places) or have obtained building approval prior to 1 April 2020.

Key Changing Places design requirements featured in the latest designs include:

- An additional layout 'Design 1C: Without shower alternative door location', which shows a side entrance door and repositioning of the privacy screen.
- Room sizes are now provided as nominal dimensions, to assist in the preliminary phase of design. These sizes are not binding, allowing designers to prepare layouts for any room shape or size – as long as the required minimum circulation spaces are achieved.

See Appendix 1 for a complete list of the new design requirements and further information about the design specifications supplied.



## 1.4 National Construction Code

The Australian Building Codes Board updated the National Construction Code in 2019 (BCA Volume One, Clause F2.9) to include a new type of toilet called 'Accessible Adult Change Facilities'. This new type of toilet – based on the Changing Places design – must be included in certain classes of public buildings.

From 1 May 2019, one unisex Accessible Adult Change Facility must be provided in:

- Class 6 buildings: shopping centres – with a design occupancy of not less than 3,500 people.
- Class 9b sports venues – with a design occupancy of not less than 35,000 spectators or contains a swimming pool that has a perimeter of not less than 70 m.
- Museum and art gallery (or similar) buildings – with a design occupancy of not less than 1,500 patrons.
- Theatre and entertainment venues – having a design occupancy of not less than 1,500 patrons.
- Domestic and international passenger airports.

The National Construction Code does not require that Accessible Adult Change Facilities be accredited as Changing Places toilets. However, toilets built according to the Changing Places design standards will generally meet the Deemed-to-Satisfy Provisions of the National Construction Code.

**Australia is the first country in the world to regulate for public toilets based on the Changing Places design.**

See Appendix 2: Changing Places and the National Construction Code for further information.

## 1.5 Referenced Australian legislation and standards

The *Changing Places design specifications 2020* references legislation and standards from the current National Construction Code, introduced 1 May 2019. The National Construction Code (NCC) is Australia's performance-based building and plumbing code. It sets the minimum technical requirements for the construction of new buildings (and new building work in existing buildings).

It is a requirement for all building and plumbing work associated with the installation of Changing Places facilities to be in accordance with the current National Construction Code.

Australian Standards (AS) are published documents setting out specifications and procedures designed to ensure products, services and systems are safe, reliable and consistently perform the way they are intended to. They establish a minimum set of requirements, which define quality and safety criteria.

For further information on the National Construction Code see *Understanding the NCC: How to comply with the NCC and Guide to Volume One: NCC 2019* on the NCC website <[www.abcb.gov.au](http://www.abcb.gov.au)>. For further information on Australian Standards see the Standards Australia website <[www.standards.org.au](http://www.standards.org.au)>.

## 1.6 Accreditation

All Changing Places must be approved by a Changing Places Assessor. The accreditation process ensures that Changing Places are built to standard so that users can be confident that the design is fit for purpose.

Accreditation provides facility managers with peace of mind, knowing that if they build to the Changing Places design, they will be compliant with the recently introduced National Construction Code requirements for Accessible Adult Change Facilities (F2.9 and Specification F2.9), if applicable.

Only accredited Changing Places facilities are permitted to use the Changing Places branding (name and logo) and signage and be listed on the Changing Places Australia website.

The Changing Places design, branding and signage is used internationally, making it easier for people travelling interstate or for tourists visiting Australia to locate Changing Places facilities.

### 1.6.1 Changing Places Assessor

Facility managers wishing to have their facility accredited as a Changing Places facility must engage a Changing Places Assessor.

It is strongly recommended that facility managers engage a Changing Places Assessor prior to the construction of a Changing Places facility to assess project documentation at the following three stages:

- Stage 1: Schematic design review
- Stage 2: Construction documentation review
- Stage 3: As-built final review.

This three-stage process identifies issues or concerns at the early stages of the building process to ensure that Changing Places facilities are built to the correct design specifications.

Assessors can be found on the Changing Places Australia website <[www.changingplaces.org.au](http://www.changingplaces.org.au)>.

### 1.6.2 Statement of Compliance

Once a Changing Places Assessor has assessed a facility and is satisfied it meets the requirements of the Changing Places design specification, they issue the facility manager with a Statement of Compliance.

The facility manager then submits an online registration form via the Changing Places Australia website, requesting that their facility be listed on the Changing Places website and uploads their Statement of Compliance. It is the facility manager's responsibility to forward their Statement of Compliance to Changing Places Australia.

#### Retrospective accreditation

Retrospective accreditation can be achieved for facilities that have already been constructed. This process requires the facility manager to engage a Changing Places Assessor to undertake 'Stage 3: As-built final review' only. Once a Changing Places Assessor has assessed a facility and is satisfied it meets the requirements of the Changing Places design specification, the Changing Places Assessor issues the organisation with a Statement of Compliance and a link to the Changing Places website, so they can have the Changing Places facility added to the list of accredited Changing Places (as described above).

#### Alternative layout designs

Alternative layout designs are permitted, provided they achieve the minimum requirements of the Changing Places design, especially in regard to:

- circulation space
- equipment
- fittings and fixtures.

Where a facility is also required to comply with the National Construction Code, the alternative layout design may need to be assessed as a Performance Solution under the NCC.

## 1.7 Use of the Changing Places name and logo

In Australia, the Changing Places trademark (name and logo) is owned by the State of Victoria through the Department of Health and Human Services.

The department has developed a set of guidelines for the use of the logo and branding by accredited facilities and Changing Places Assessors.

Only accredited Changing Places facilities can use the Changing Places trademark and branding.





## 1.8 Master Locksmiths Access Key – a key for Changing Places

Many Changing Places require a Master Locksmiths Access Key (MLAK) in order to use the facility. MLAKs have been fitted to many Changing Places across Australia, including:

- council municipalities
- sports and entertainment venues
- national parks
- playground equipment – such as Liberty Swings.

The MLAK gives people with disabilities and their carers access to a network of facilities, seven days a week; including many Changing Places.

### 1.8.1 Do all Changing Places require an MLAK?

It is up to each venue to determine how to manage their Changing Places facility. However, experience shows that it is better to have the facility locked to deter vandalism and misuse. A key-operated system using the MLAK ensures that Changing Places facilities are only used by the people who require them. Changing Places that use the MLAK are more likely to be kept clean and provide a safe environment for the people who use them.

**Note:** The National Construction Code does not require the use of an MLAK.

### 1.8.2 How to get an MLAK

An MLAK can be ordered from the Master Locksmiths Association of Australasia Ltd by completing the MLAK Order Form. The key can be purchased by people with disabilities, their carers, assistants and support workers, and Changing Places facility owners.

It is recommended that facility managers arrange to have an MLAK available in a location near the Changing Places facility at all times the venue is open to the public. For example, the MLAK may be

kept at a reception desk or at a nearby business such as a local café. There should be clear signage at the Changing Places facility to indicate the location of the MLAK. The availability of an MLAK supports users who do not have a key with them.

To access the MLAK Order Form visit [www.masterlocksmiths.com.au/mlak/](http://www.masterlocksmiths.com.au/mlak/).



# 1.9 National Public Toilet Map



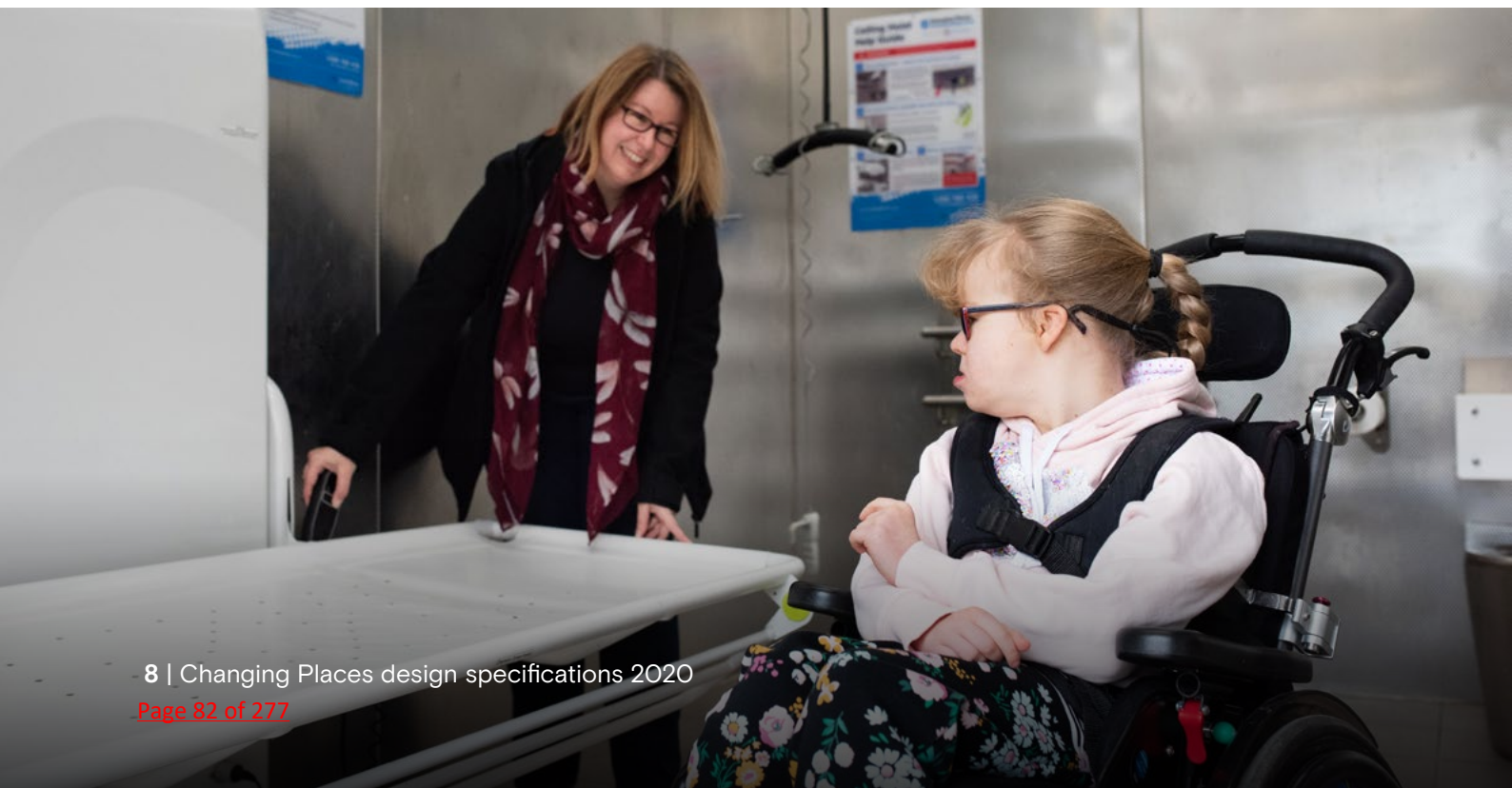
As part of the National Continence Program, the National Public Toilet Map provides information on over 19,000 publicly available toilets across Australia. Facility information includes:

- accessibility features
- opening hours
- type of toilets
- showers
- MLAK use
- accessible toilets
- accredited Changing Places.

Facility managers will be given the option to have their accredited Changing Places facility listed on the National Public Toilet Map.

The National Public Toilet Map contacts facility managers on an annual basis to check that details are up to date.

To access the National Public Toilet Map visit: [www.toiletmap.gov.au](http://www.toiletmap.gov.au) or download the National Public Toilet Map App, (see website for details). The App is also available from the Apple Store and Google Play Store. Both the website and the App allow users to set preferences to search for Changing Places facilities.



## 1.10 Portable Changing Places

Portable Changing Places and Accessible Adult Change Facilities can be moved to various locations as needed. The Marveloo and the Placeable are examples of portable Changing Places facilities available for hire (from local councils) for events and festivals. These designs incorporate many of the features of a Changing Places facility including a tracking ceiling hoist, height adjustable adult sized change table, additional circulation space and an accessible toilet.

*'Marveloos can bring accessibility to places, that otherwise wouldn't. They can go anywhere and provide that service.'*



## 1.11 Universal design

‘Universal design’ is a design philosophy that ensures that products, buildings, environments and experiences are innately accessible to as many people as possible, regardless of their age, level of ability, cultural background, or any other differentiating factors that contribute to the diversity of our communities.

It is recommended that consideration be given to universal design principles during the planning stage for the construction of a Changing Places facility.

This includes overall site design that incorporates clear continuous access to the Changing Places facility, with accessible parking located in close proximity.

## 1.12 Internal finishes

There are no mandatory requirements for internal finishes within the room, but the following items should be considered when designing a new Changing Places facility:

- Warm, inviting colours and patterns or murals are recommended to avoid the Changing Places having a cold or sterile look.
- Bold or busy patterns with bright colours are not recommended as some people may be over-stimulated by these.
- Consider increasing the luminance contrast of all fixtures and fittings to the wall surface.
- Baby and child-like decorations are not considered appropriate.



# Michael's story

Michael is an engaging twenty-one-year-old who loves to watch rugby, football and the complete spectacle that is World Wrestling Entertainment (WWE)!

In 2018, Melbourne was host to one of the biggest live WWE events, the WWE Super Show-Down – attended by over 70,000 fans. Fortunately for Michael and his family, it is possible for him to experience the thrill of seeing the WWE superstars live in action as many large entertainment venues – such as the MCG – now have a Changing Places facility.

It can be difficult for Michael and his family to attend such an event, as a great deal of planning is required: transport, accessibility, dealing with crowds and packing everything that's needed. But knowing that there is a suitable toilet available makes a huge difference. And just knowing that such an outing is possible – can really make a difference in someone's life.

**The inclusion of a Changing Places facility gives many families the opportunity to participate in a family outing, rather than unfortunately being excluded.**

Michael completed school four years ago and now enjoys going to Windarrang (disability services and support provider) Monday-Friday. Every day there is a different activity; he particularly likes catching the train and going tenpin bowling. Michael is a keen observer and loves to watch what's going on in the world. In his spare time, he has developed the fine art of watching two television screens at once, so as not to miss any sporting or YouTube action!

For the time being, Michael is content to watch the WWE superstars from afar, but with more WWE extravaganzas scheduled for Rod Laver Arena in the future, he may have an opportunity to witness the WWE crazy antics live!



## 2. Design options



## 2.1 Introduction

The Changing Places Technical Advisory Team has developed four typical design options:

- Design 1A: Without shower rectangular
- Design 1B: Without shower square
- Design 1C: Without shower alternative door location
- Design 2: With shower rectangular.

The following pages provide the exact measurements for the fittings and fixtures within each design option.

The AutoCAD files for each design can be found on [www.changingplaces.org.au](http://www.changingplaces.org.au).

*‘Changing Places provide the security of knowing we can access a place, where we can take care of her physical and sanitary needs, with privacy and dignity.’*



## 2.2 Changing Places Design 1A: Without shower rectangular

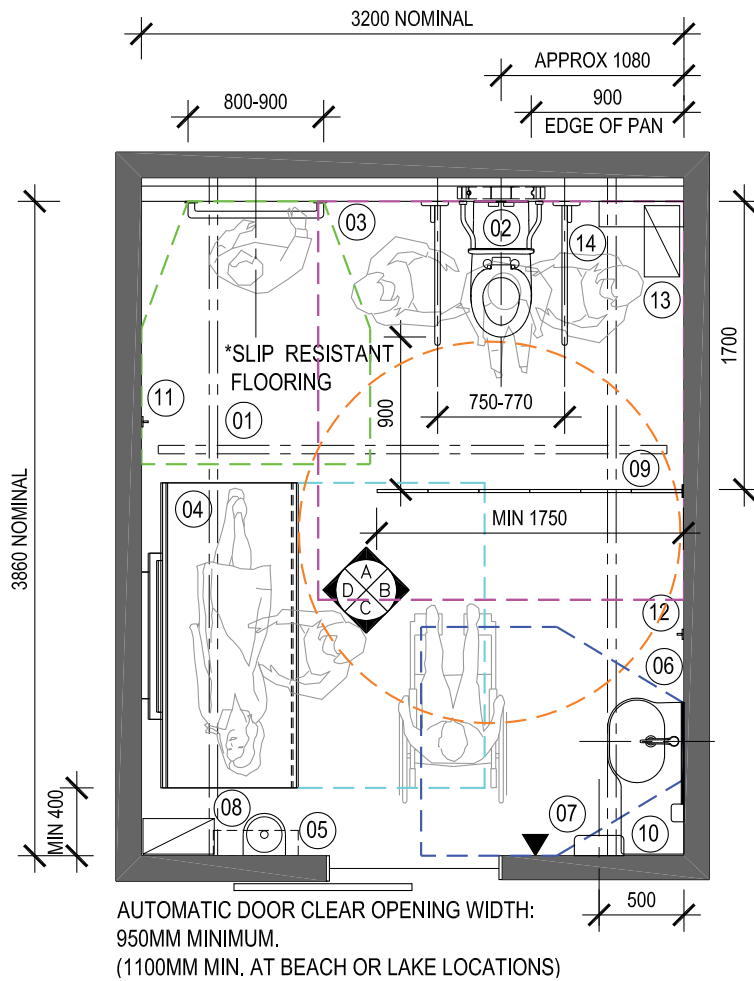


Figure 1: Changing Places Design 1A:  
Without shower rectangular

**01** Constant-charge room coverage hoist

**02** Accessible peninsula-style toilet including backrest and two drop-down grabrails and toilet paper holders

**03** Wall-mounted changing rails

**04** Wall-mounted, motorised height-adjustable change table with side safety rail

**05** Shelf and sanitising wipe dispenser

**06** Washbasin with integrated shelf

**07** Hand dryer or paper towel dispenser

**08** Incontinence pad disposal bin

**09** Wall-mounted retractable privacy screen

**10** Soap dispenser

**11** Large sling hook

**12** Clothes hook

**13** Sanitary product disposal bin

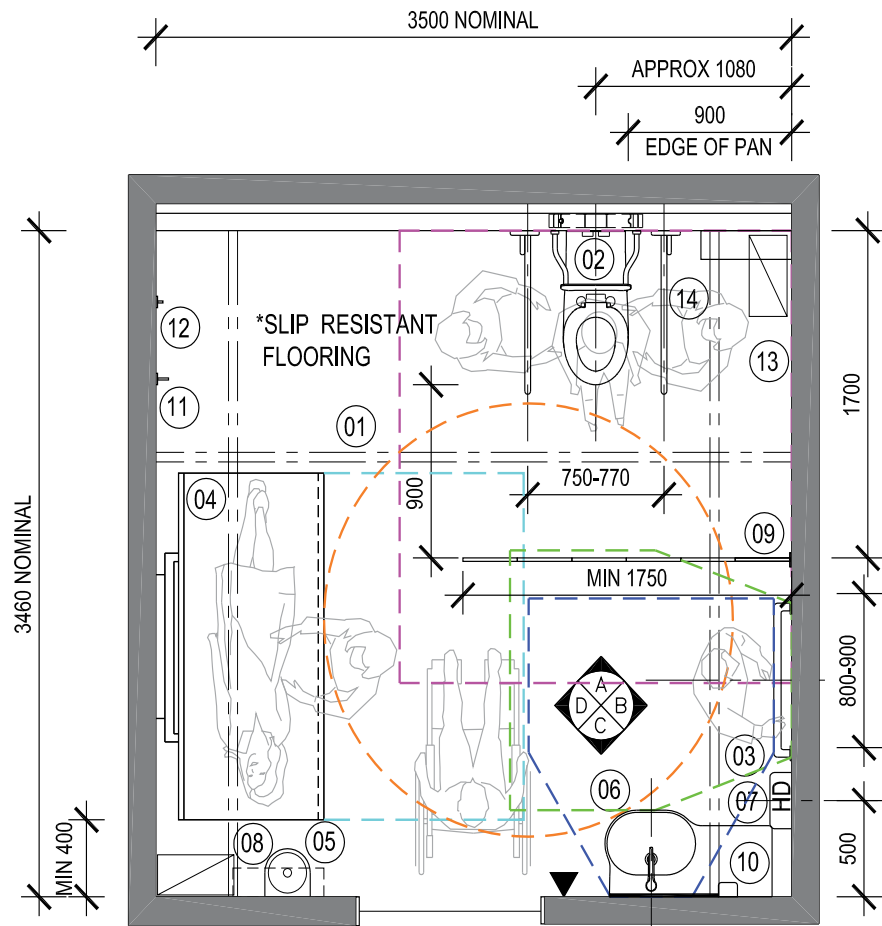
**14** Shelf beside the toilet pan

▼ Automatic door control



## 2.3 Changing Places Design 1B: Without shower square

Figure 2: Changing Places  
Design 1B: Without  
shower square



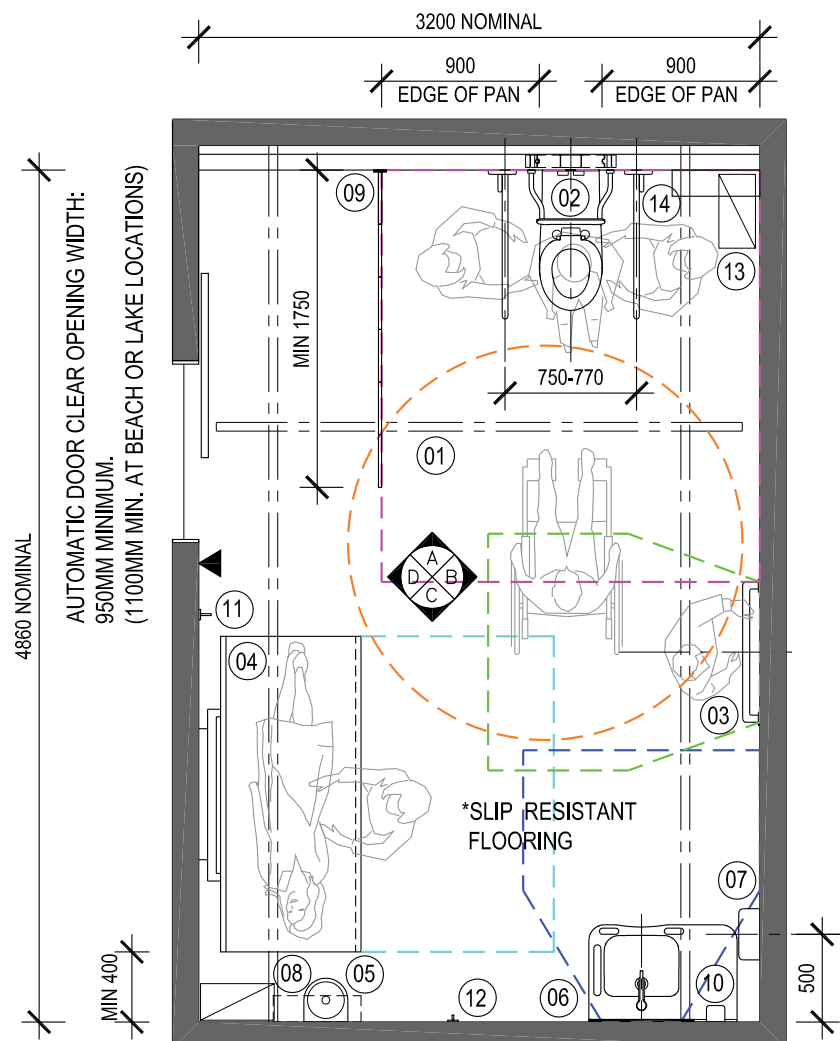
AUTOMATIC DOOR CLEAR OPENING WIDTH:  
950MM MINIMUM.  
(1100MM MIN. AT BEACH OR LAKE LOCATIONS)

<b>01</b>	Constant-charge room coverage hoist	<b>08</b>	Incontinence pad disposal bin
<b>02</b>	Accessible peninsula-style toilet including backrest and two drop-down grabrails and toilet paper holders	<b>09</b>	Wall-mounted retractable privacy screen
<b>03</b>	Wall-mounted changing rails	<b>10</b>	Soap dispenser
<b>04</b>	Wall-mounted, motorised height-adjustable change table with side safety rail	<b>11</b>	Large sling hook
<b>05</b>	Shelf and sanitising wipe dispenser	<b>12</b>	Clothes hook
<b>06</b>	Washbasin with integrated shelf	<b>13</b>	Sanitary product disposal bin
<b>07</b>	Hand dryer or paper towel dispenser	<b>14</b>	Shelf beside the toilet pan
		▼	Automatic door control

## 2.4 Changing Places Design 1C: Without shower alternative door location

<b>01</b>	Constant-charge room coverage hoist	<b>08</b>	Incontinence pad disposal bin
<b>02</b>	Accessible peninsula-style toilet including backrest and two drop-down grabrails	<b>09</b>	Wall-mounted retractable privacy screen
<b>03</b>	Wall-mounted changing rails	<b>10</b>	Soap dispenser
<b>04</b>	Wall-mounted, motorised height-adjustable change table with side safety rail	<b>11</b>	Large sling hook
<b>05</b>	Shelf and sanitising wipe dispenser	<b>12</b>	Clothes hook
<b>06</b>	Washbasin with integrated shelf	<b>13</b>	Sanitary product disposal bin
<b>07</b>	Hand dryer or paper towel dispenser	<b>14</b>	Shelf beside the toilet pan
		▼	Automatic door control

Figure 3: Changing Places Design 1C: Without shower alternative door location

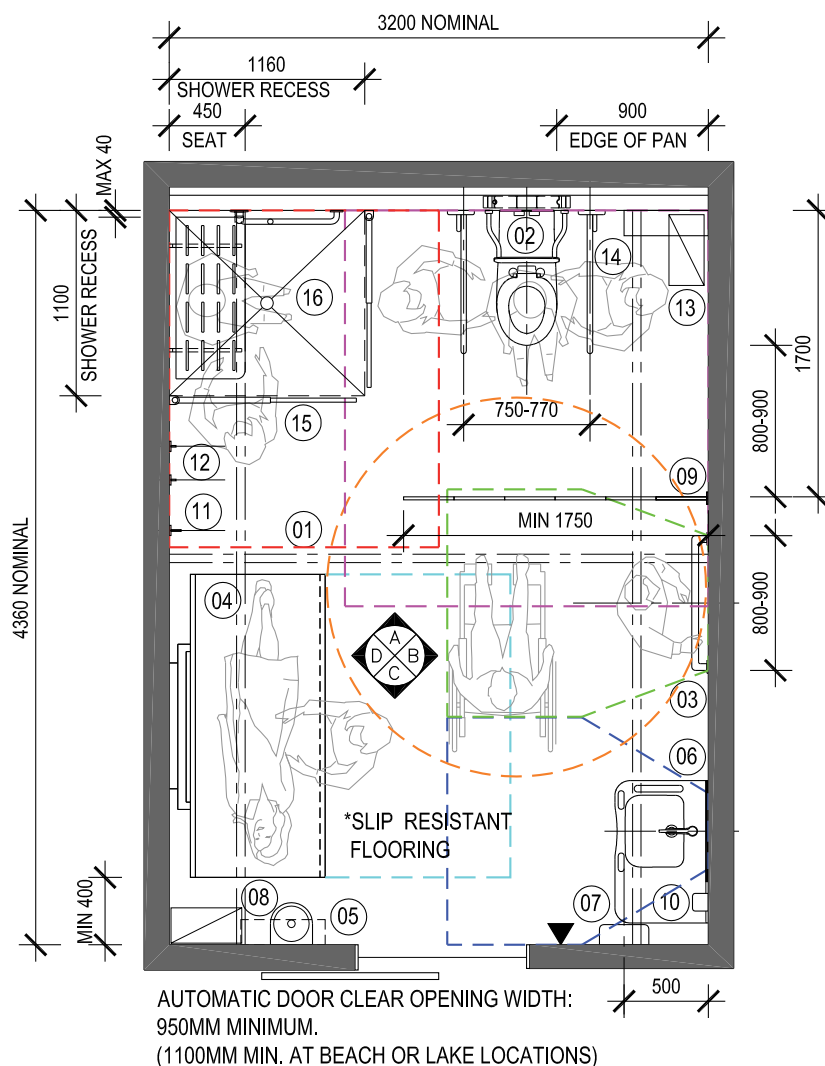


## 2.5 Changing Places Design 2: With shower rectangular

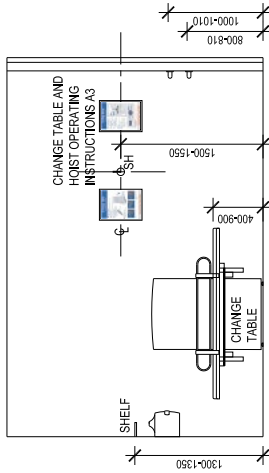
01	Constant-charge room coverage hoist
02	Accessible peninsula-style toilet including backrest and two drop-down grabrails
03	Wall-mounted changing rails
04	Wall-mounted, motorised height adjustable change table with side safety rail
05	Shelf and sanitising wipe dispenser
06	Washbasin with integrated shelf
07	Hand dryer or paper towel dispenser
08	Incontinence pad disposal bin

09	Wall-mounted retractable privacy screen
10	Soap dispenser
11	Large sling hook
12	Clothes hook
13	Sanitary product disposal bin
14	Shelf beside the toilet pan
15	Telescopic shower curtains
16	Accessible shower with shower seat
▼	Automatic door control

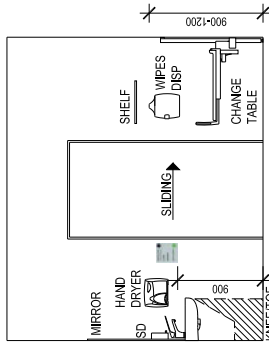
Figure 4: Changing Places Design 2: With shower rectangular



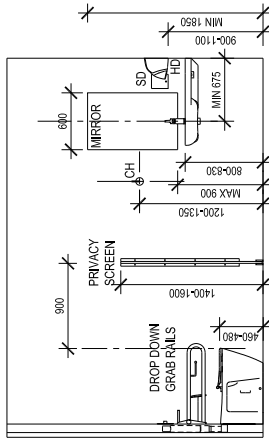
# 2.6 Detailed plans and elevations



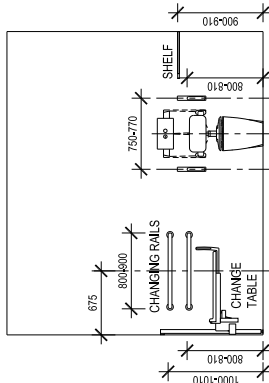
**ELEVATION D**



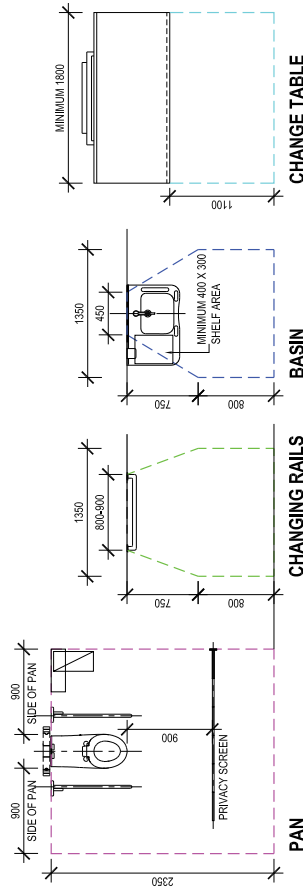
**ELEVATION C**



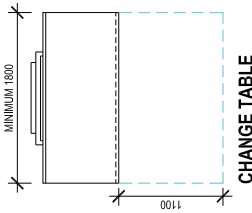
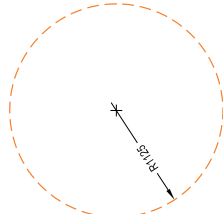
**ELEVATION B**



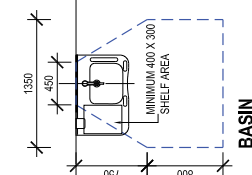
**ELEVATION A**



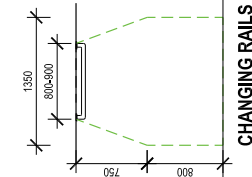
**TURNING CIRCULATION SPACES**



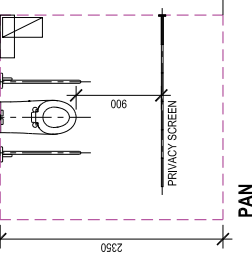
**CHANGE TABLE**



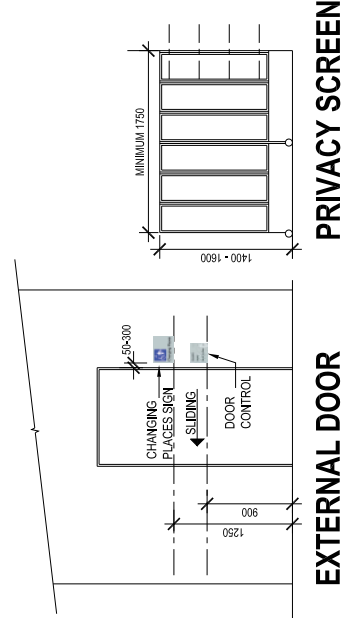
**BASIN**



**CHANGING RAILS**



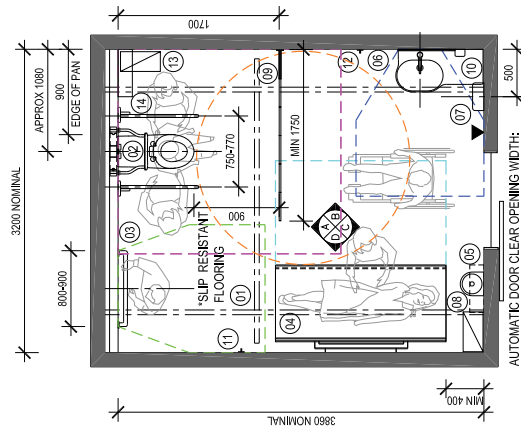
**PAN**



**EXTERNAL DOOR**

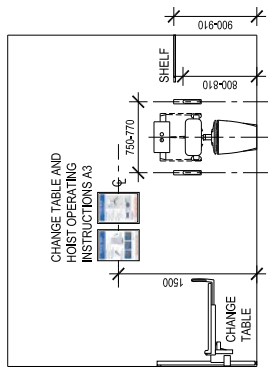
**EXTERNAL DOOR**

- 01 ROOM COVERAGE HOIST
  - 02 ACCESSIBLE WC INCL BACKREST AND DROP DOWN GRABRAILS
  - 03 TWO 800-900MM LONG HORIZONTAL CHANGING RAILS AT 800MM AND 1000MM ABOVE FLOOR LEVEL
  - 04 ADJUSTABLE HEIGHT CHANGE TABLE, 1800MM LONG WITH SIDE SAFETY RAIL
  - 05 CHANGE TABLE WIPE DISPENSER WITH 450 x 150MM SHELF OVER
  - 06 HAND BASIN WITH INTEGRATED SHELF
  - 07 HAND DRYER
  - 08 INCONTINENCE PAD DISPOSAL BIN
  - 09 RETRACTABLE PRIVACY SCREEN 1900MM LONG
  - 10 SOAP DISPENSER
  - 11 LARGE SLING HOOK
  - 12 CLOTHES HOOK
  - 13 SANITARY PRODUCT DISPOSAL BIN
  - 14 450 X 150MM SHELF
- ▶ AUTOMATIC DOOR CONTROL

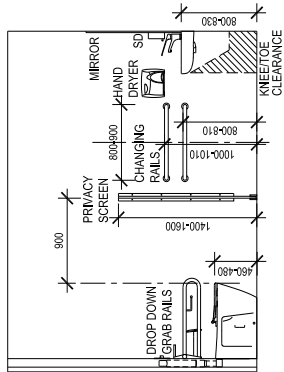


**DESIGN 1A**  
WITHOUT SHOWER RECTANGULAR

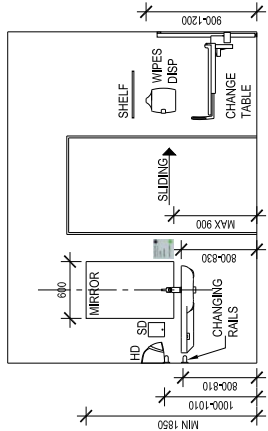
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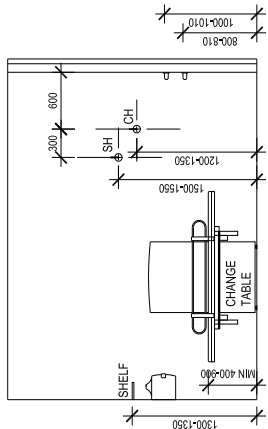
**ELEVATION A**



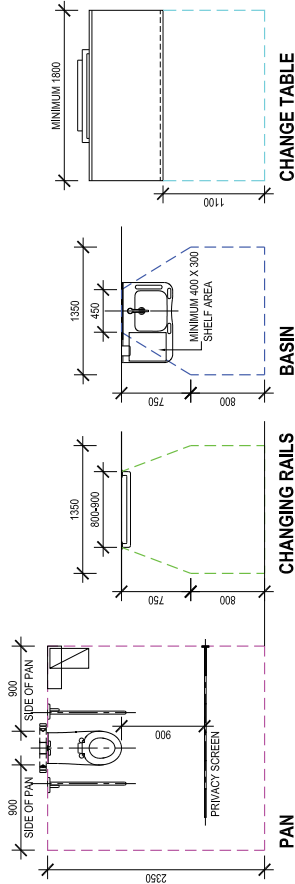
**ELEVATION B**



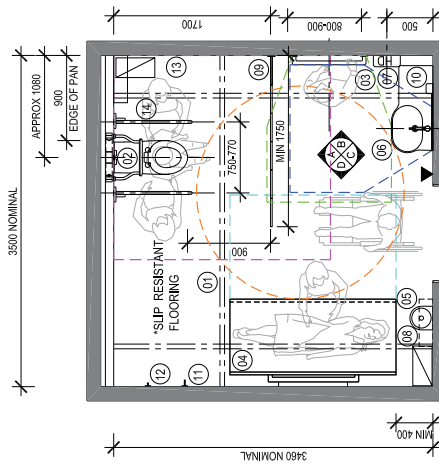
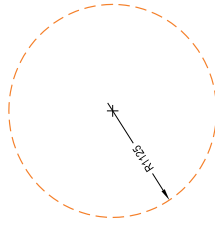
**ELEVATION C**



**ELEVATION D**

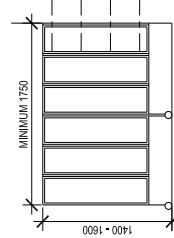


**TURNING CIRCULATION SPACES**

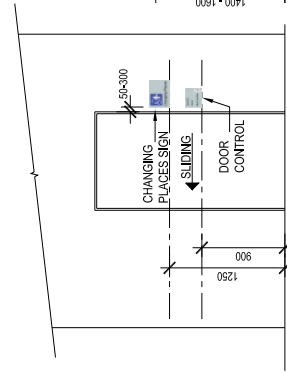


**DESIGN 1B**  
WITHOUT SHOWER SQUARE

- 01 ROOM COVERAGE HOIST
- 02 ACCESSIBLE WC INCL BACKREST AND DROP DOWN GRABRAILS
- 03 TWO 800-900MM LONG HORIZONTAL CHANGING RAILS AT 800MM AND 1000MM ABOVE FLOOR LEVEL
- 04 ADJUSTABLE HEIGHT CHANGE TABLE, 1800MM LONG WITH SIDE SAFETY RAIL
- 05 CHANGE TABLE WIPE DISPENSER WITH 450 X 150MM SHELF OVER
- 06 HAND BASIN WITH INTEGRATED SHELF
- 07 HAND DRYER
- 08 INCONTINENCE PAD DISPOSAL BIN
- 09 RETRACTABLE PRIVACY SCREEN, 1900MM LONG
- 10 SOAP DISPENSER
- 11 LARGE SLING HOOK
- 12 CLOTHES HOOK
- 13 SANITARY PRODUCT DISPOSAL BIN
- 14 450 X 150MM SHELF

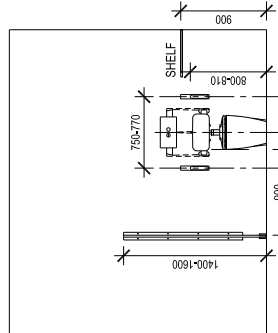


**PRIVACY SCREEN**

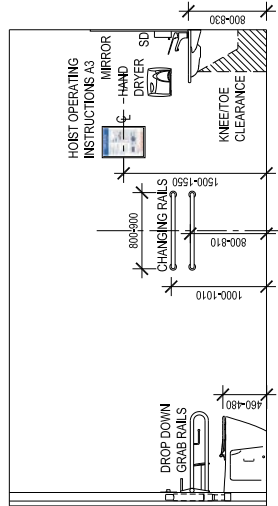


**EXTERNAL DOOR**

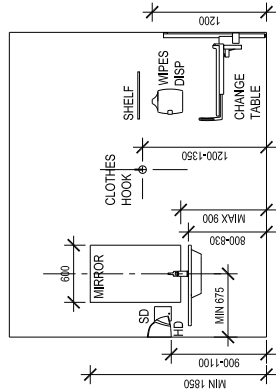




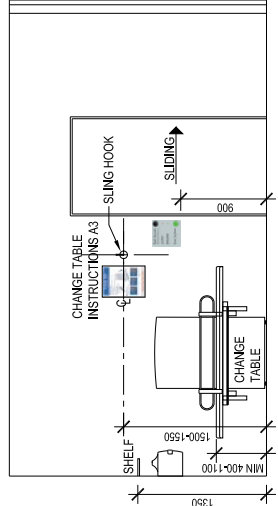
**ELEVATION A**



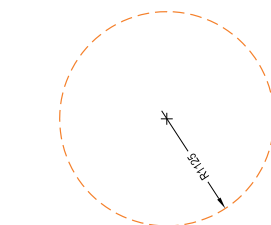
**ELEVATION B**



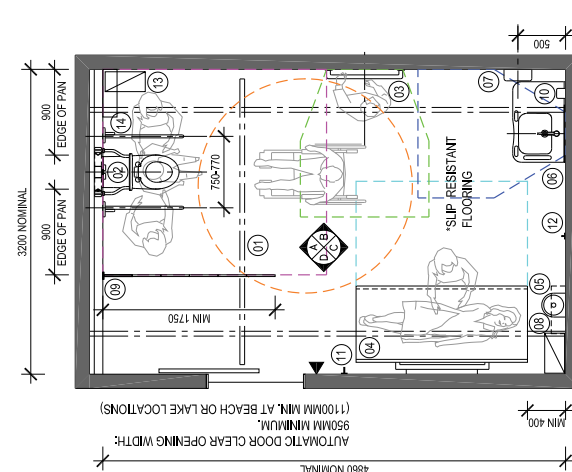
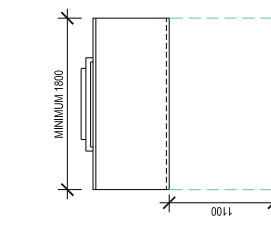
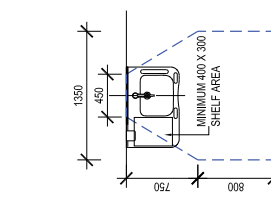
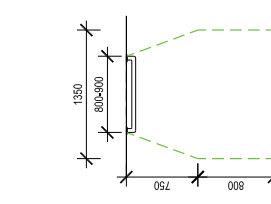
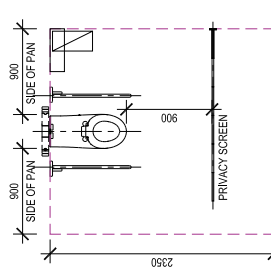
**ELEVATION C**



**ELEVATION D**



**TURNING CIRCULATION SPACES**



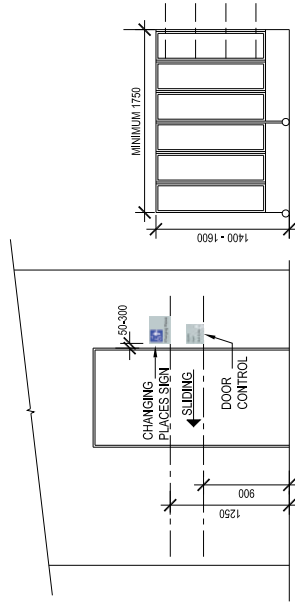
**DESIGN 1C**  
 WITH OR WITHOUT SHOWER  
 ALTERNATIVE DOOR LOCATION

- 01 ROOM COVERAGE HOIST
- 02 ACCESSIBLE VIC INCL BACKREST AND DROP DOWN GRABRAILS
- 03 TWO 300x400MM LONG HORIZONTAL CHANGING RAILS AT 800MM AND 1000MM ABOVE FLOOR LEVEL
- 04 ADJUSTABLE HEIGHT CHANGE TABLE, 1800MM LONG WITH SIDE SAFETY RAIL
- 05 CHANGE TABLE WIPE DISPENSER WITH 450 x 150MM SHELF OVER
- 06 HAND DRYER
- 07 INCONTINENCE PAD DISPOSAL BIN
- 08 RETRACTABLE PRIVACY SCREEN 1900MM LONG
- 09 SOAP DISPENSER
- 10 LARGE SLING HOOK
- 11 CLOTHES HOOK
- 12 SANITARY PRODUCT DISPOSAL BIN
- 13 450 X 150MM SHELF
- 14 AUTOMATIC DOOR CONTROL

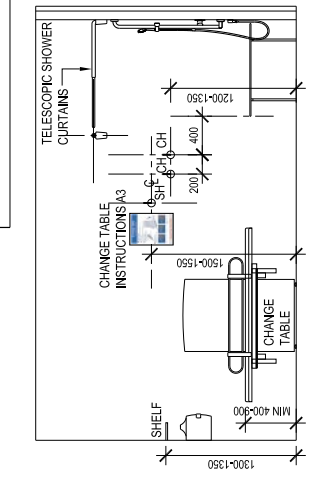


**EXTERNAL DOOR**

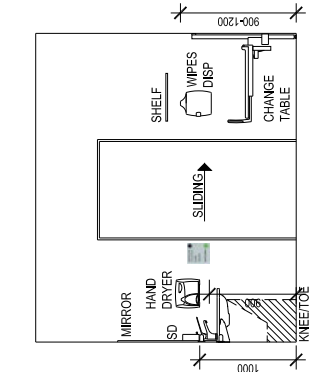
**PRIVACY SCREEN**



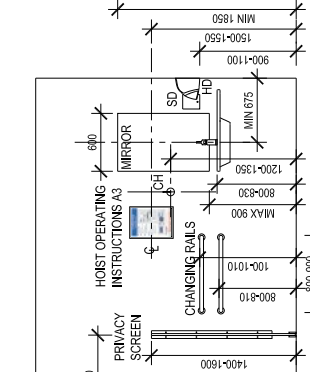
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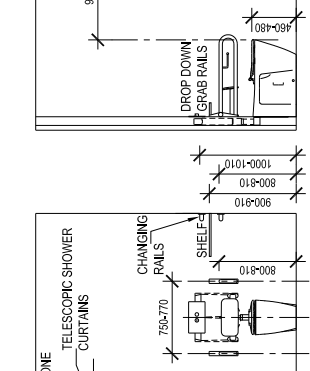
**ELEVATION A**



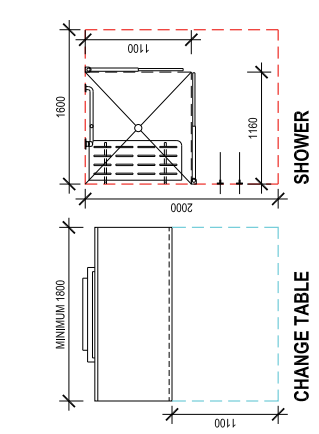
**ELEVATION B**



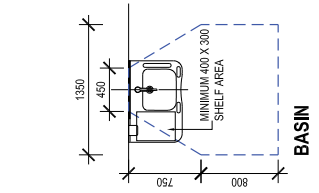
**ELEVATION C**



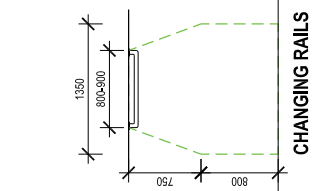
**ELEVATION D**



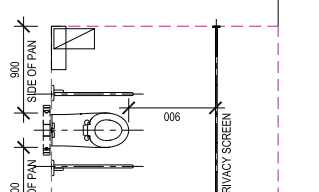
**SHOWER**



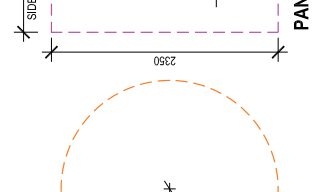
**CHANGE TABLE**



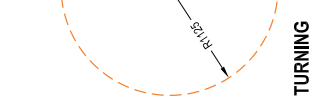
**BASIN**



**CHANGING RAILS**



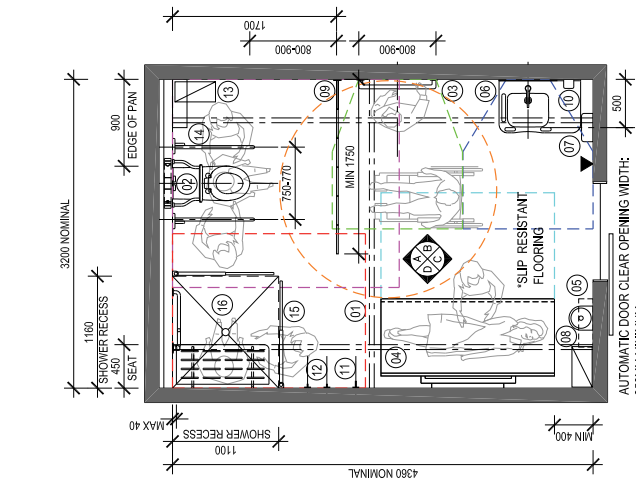
**PAN**



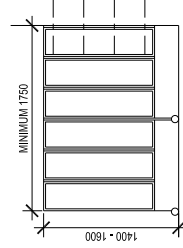
**TURNING**

**CIRCULATION SPACES**

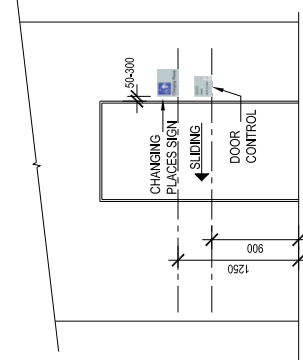
- 01 ROOM COVERAGE HOIST
- 02 ACCESSIBLE VIC INCL BACKREST AND DROP DOWN GRABRAILS
- 03 TWO 800-900MM LONG HORIZONTAL CHANGING RAILS AT 800MM AND 1000MM ABOVE FLOOR LEVEL
- 04 ADJUSTABLE HEIGHT CHANGE TABLE, 1800MM LONG WITH SIDE SAFETY RAIL
- 05 CHANGE TABLE WIPE DISPENSER WITH 450 x 150MM SHELF OVER
- 06 HAND BASIN WITH INTEGRATED SHELF
- 07 HAND DRYER
- 08 INCONTINENCE PAD DISPOSAL BIN
- 09 RETRACTABLE PRIVACY SCREEN 1800MM LONG
- 10 SOAP DISPENSER
- 11 LARGE SLING HOOK
- 12 CLOTHES HOOKS
- 13 SANITARY PRODUCT DISPOSAL BIN
- 14 450 X 150MM SHELF
- 15 TELESCOPIC SHOWER CURTAINS
- 16 ACCESSIBLE SHOWER
- ▶ AUTOMATIC DOOR CONTROL



**DESIGN 2**  
**WITH SHOWER RECTANGULAR**



**PRIVACY SCREEN**



**EXTERNAL DOOR**

## 2.7 Alternative layouts

Alternative layouts provide different design options to the standard layouts. They still meet the requirements of the Changing Places design specifications by achieving the required circulation spaces and hoist coverage for each component. A Changing Places Assessor can approve an alternative layout. An alternative layout may also need to be assessed as a Performance Solution under the National Construction Code, if applicable.

Layouts are required to achieve the circulation spaces defined in Figure 5 around each fitting and fixture in the *Changing Places design specifications 2020*.

Circulation spaces may be overlapped. All circulation spaces are to be provided with the change table in the open (down) position.

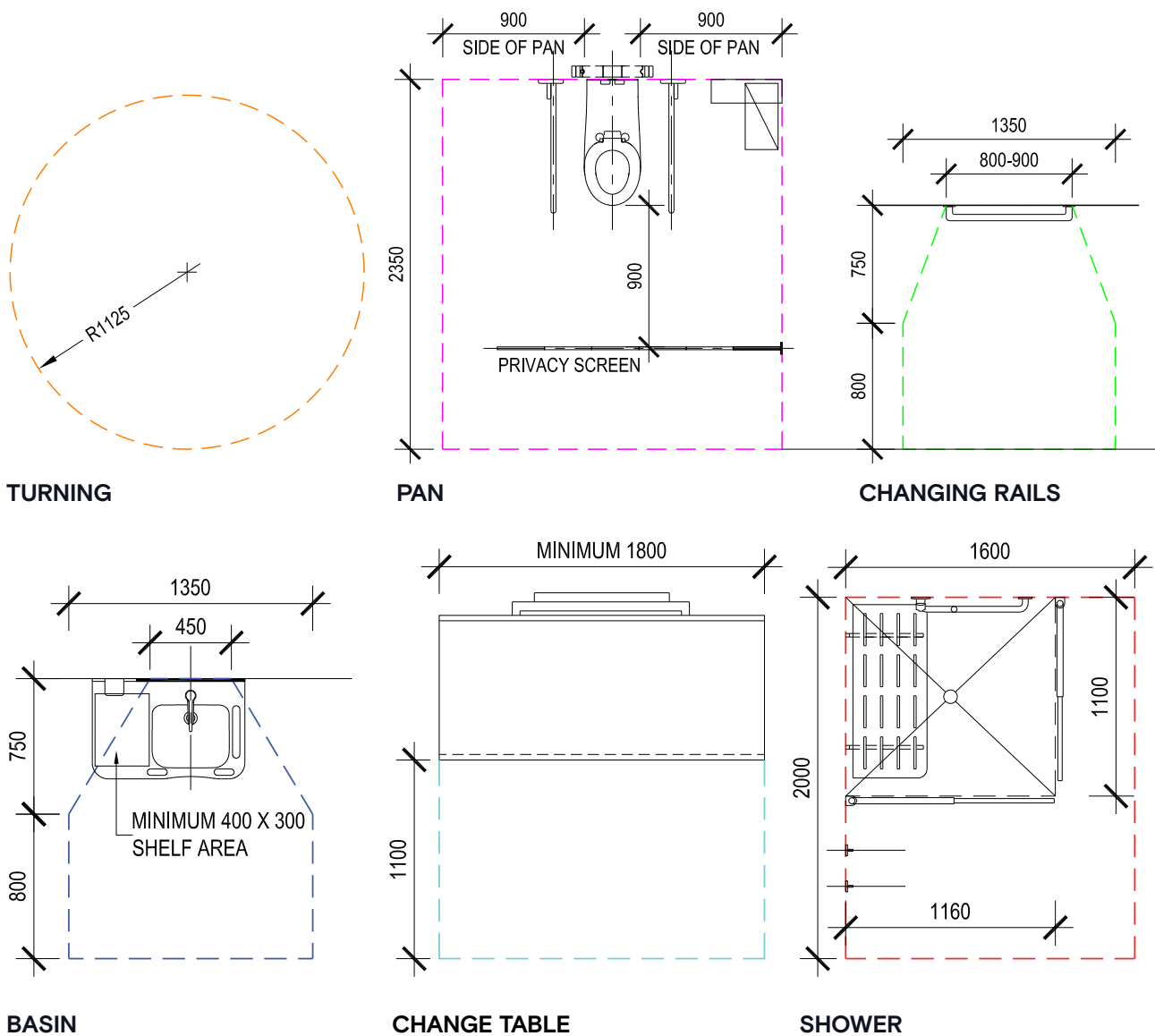


Figure 5: Required circulation spaces



## 2.8 Variations to the Requirements

The turning area circulation space must be included in all layouts and be clear of the change table in the open (down) position, with the exception noted below.

Unobstructed circulation spaces are to be provided from finished floor level to a height of not less than 2000 mm, except for the following fittings, which are allowed to intrude into the circulation spaces:

- dropdown grabrails
- changing rails
- wall-mounted privacy screen, which is located no less than 900 mm from the toilet pan
- other wall-mounted fittings, such as shelves, which have a 900 mm minimum height clearance from finished floor level and a maximum projection of 150 mm from the finished wall surface
- the change table in the open (folded down) position and the basin may intrude into the turning area circulation by a maximum of 100 mm
- sanitary and incontinence aid bins
- shower seat.

For further details and to contact a Changing Places Assessor visit the Changing Places Australia website <[www.changingplaces.org.au](http://www.changingplaces.org.au)>.

Where a design varies from the requirements detailed in the *Changing Places design specifications 2020*, accreditation of the facility may still be possible if the facility can still be considered to meet the performance intent of a Changing Places facility. For example, existing buildings may have structural limitations that prevent full hoist coverage of the room.

A Changing Places Assessor cannot approve a Variation to the Requirements: this must be reviewed and approved by the Changing Places Technical Advisory Team. This assessment will consider if the facility meets the intent and purpose of Changing Places in providing a suitable sanitary facility for people with high support needs. Where this is achieved, it can be registered as an accredited Changing Places facility.

Even if the Changing Places Technical Advisory Team approves the variation to the design, the building surveyor/certifier may still require a Performance Solution, if the NCC is applicable (i.e. a building listed in F2.9), and the design does not comply with NCC Specification F2.9.



# Mollie's story

Mollie is an impressive young woman with a steely determination to succeed and carve out a career for herself. At twenty-two, like many others her age, she also enjoys going out and about, meeting friends and fellow students in Melbourne.

As a painter herself, Mollie has always enjoyed art and wanted to pursue a career in the creative field, combining this with the practical skills that would give her a good job. Interior design seemed the perfect fit. Mollie relocated from country Victoria to Melbourne in order to study Interior Design and Decoration at RMIT. Following the completion of this course, she recently started an internship.

Mollie was prepared for the challenges of moving to Melbourne and starting a university course 'I knew that you overcome hurdles when they present themselves, and I didn't really think about it too much'. It was a step-by-step process, which took some time.



When Mollie first started studying at RMIT, during breaks she had to regularly travel four blocks to the Royal Dental Hospital Melbourne's Changing Places facility in order to use the toilet. This became really annoying (especially in winter!). In a one-hour lunch break, she drove her wheelchair up and back – as it was often quicker than catching a tram.

**This difficult arrangement meant that she often missed out on interactions with other students and teaching staff, and sometimes critical class time also. But things were about to change.**

A chance discussion with Mollie's course coordinator led to the eventual installation of a Changing Places facility next to the library, in Building 94 (RMIT currently have five Changing Places across various campuses). After asking Mollie about her specialised needs, the course coordinator then spoke to the Dean and proceeded to instigate the project, which followed the Changing Places standards.

The new Changing Places facility meant that Mollie could now fully participate in student life – attending classes and meeting friends – without having to worry about travelling to a suitable toilet outside the university building each time she needed to use the toilet. Mollie was very happy about this development 'It just made life a lot easier... all my classes were on Level 5 of that building, it was really good.'

# 3. Design features



## 3.1 Automated door

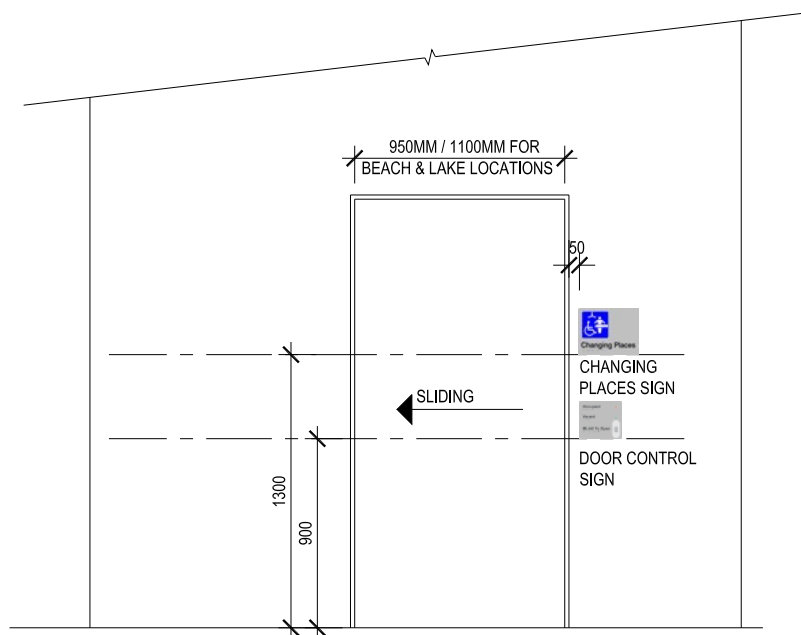


Figure 6: External door elevation

### 3.1.1 Door opening

- The door shall have a minimum clear opening of 950 mm.
- At beach or lake locations, provide a minimum clear opening of 1100 mm to accommodate beach wheelchairs.
- Doors can be located either externally, internally or within a cavity.

### 3.1.2 Door operation

- The door shall be automated.
- Automatic sliding doors shall be provided wherever possible.

### 3.1.3 Contrast of doorway

The door shall achieve a minimum luminance contrast of at least 30 per cent between the following components:

- door leaf and door jamb; or
- door leaf and adjacent wall; or

- architraves (where used) and adjacent wall; or
- door leaf and architrave; or
- door jamb and adjacent wall.

The minimum width of the area of luminance contrast shall be 50 mm.

### 3.1.4 Door control safety features

The automatic door shall have the following safety features:

- The automated door must be calibrated to have sufficient 'dwell' time of 9 seconds to allow people to safely travel through the doorway with a gentle opening and closing operation to reduce the risk of impact to users of the facility.
- The automated door must be fitted with a fail-safe opening mechanism that opens the door if an object is detected during its operation.

### 3.1.5 Door control locations

The automatic door controls shall be:

- Installed between 900 mm and 1200 mm above finished floor level.
- Located at least 500 mm from any internal corner or internally, located a minimum 300 mm from the basin as shown in the drawings.
- Located no more than 50 mm from the door frame, where controls are adjacent to the change table.
- Located externally between 50 mm and 300 mm from the door frame.
- Provided in a location that is clear of a surface mounted sliding door in any position.

### 3.1.6 Door control Braille and tactile text signage

The automatic door control signage shall include Braille and raised tactile text characters in compliance with Specification D3.6 of the National Construction Code Volume One.



### 3.1.7 Door control operational requirements

The automatic door control plate signage shall achieve compliance with the following operational requirements as a minimum:

- The 'Push to Open' and 'Push to Lock' buttons:
  - o shall have a minimum diameter of 25 mm
  - o be proud of the surrounding surface
  - o shall activate the door before the button becomes level with the surrounding surface.
- All buttons shall be of a contrasting colour to the plate background.
- The external 'Push to Open' button may be replaced with a Master Locksmiths Access Key (MLAK) where there is a risk of damage or vandalism to equipment. The MLAK is a locking system that enables people with disabilities to gain access to a network of public facilities. See Section 1.8 'Master Locksmiths Access Key – a key for Changing Places' for details.
- The external door control plate must indicate the method of opening the door (i.e. by way of a 'Push to Open' button as shown in Figures 7, 8 and 9, or by the use of an MLAK).
- 'Occupied' and 'Vacant' indicator lights are required on the external plate.
- 'Locked' and 'Unlocked' indicator lights are required on the internal plate.
- The external door control panel at standalone Changing Places facilities shall be recessed into the wall structure to reduce the risk of vandalism, unless the facility is located within a secured compound.

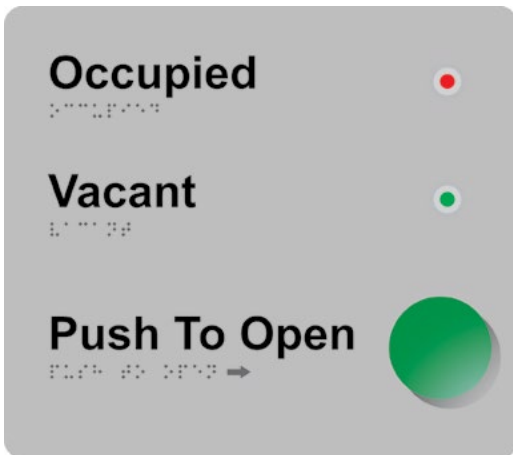


Figure 7: Automatic door entry plate – push button operation

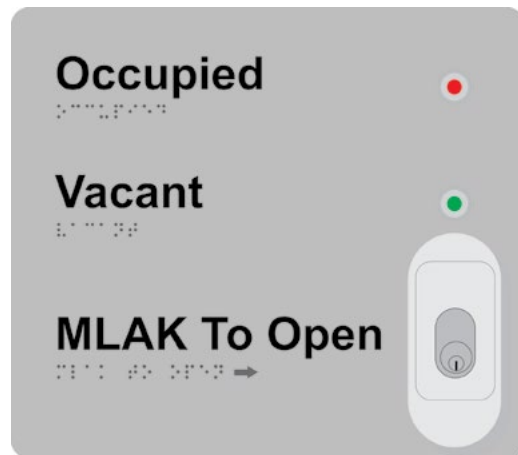


Figure 8: Automatic door entry plate – MLAK key operation

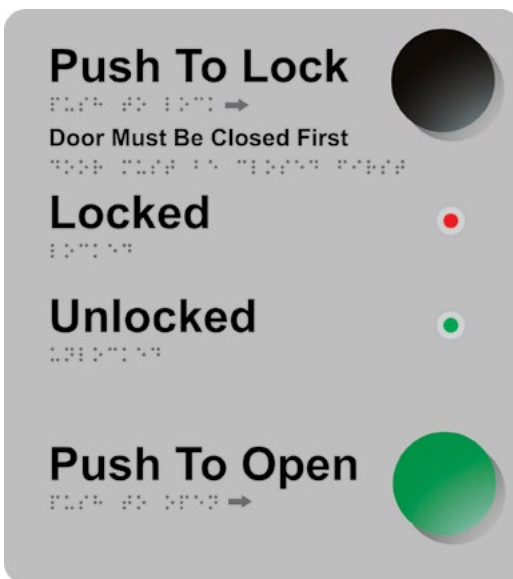


Figure 9: Automatic door exit plate – push button operation



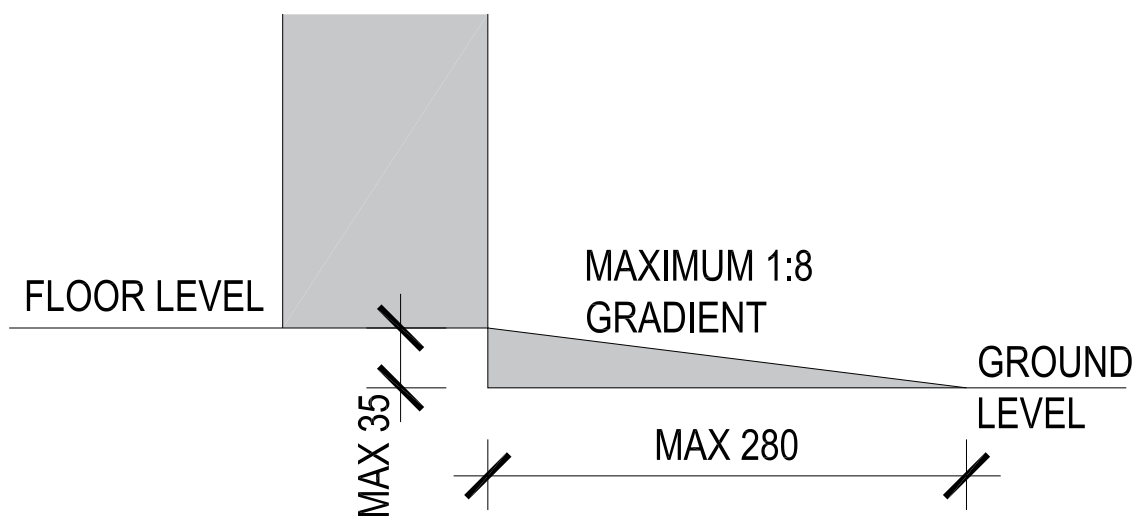


Figure 10: Threshold ramp detail

### 3.1.8 Door threshold

- The threshold at the entry door shall incorporate a smooth transition without a step or lip.
- Where required, a threshold ramp with a maximum rise of 35 mm, length of 280 mm and a gradient of 1:8 may be used to transition from external ground levels to the internal floor level.
- The slip resistance of the threshold ramp shall comply with the requirements of the current NCC.

### 3.1.9 Automated door types

Automatic sliding doors shall be provided wherever possible, but automatic swing doors may be installed in locations where sliding doors cannot be installed due to:

- insufficient space to slide the door
- seaside locations
- in locations where vandalism may be problematic, an outward swinging door may be used to achieve greater security.

The location of outward swinging doors is to be designed so that the door does not open into a transverse continuous accessible path of travel, which will cause a hazard for a person outside the facility (see Figure 11).

Automated swing doors that swing out of the room shall be provided with signage on the door stating 'Automatic door swings outwards'.

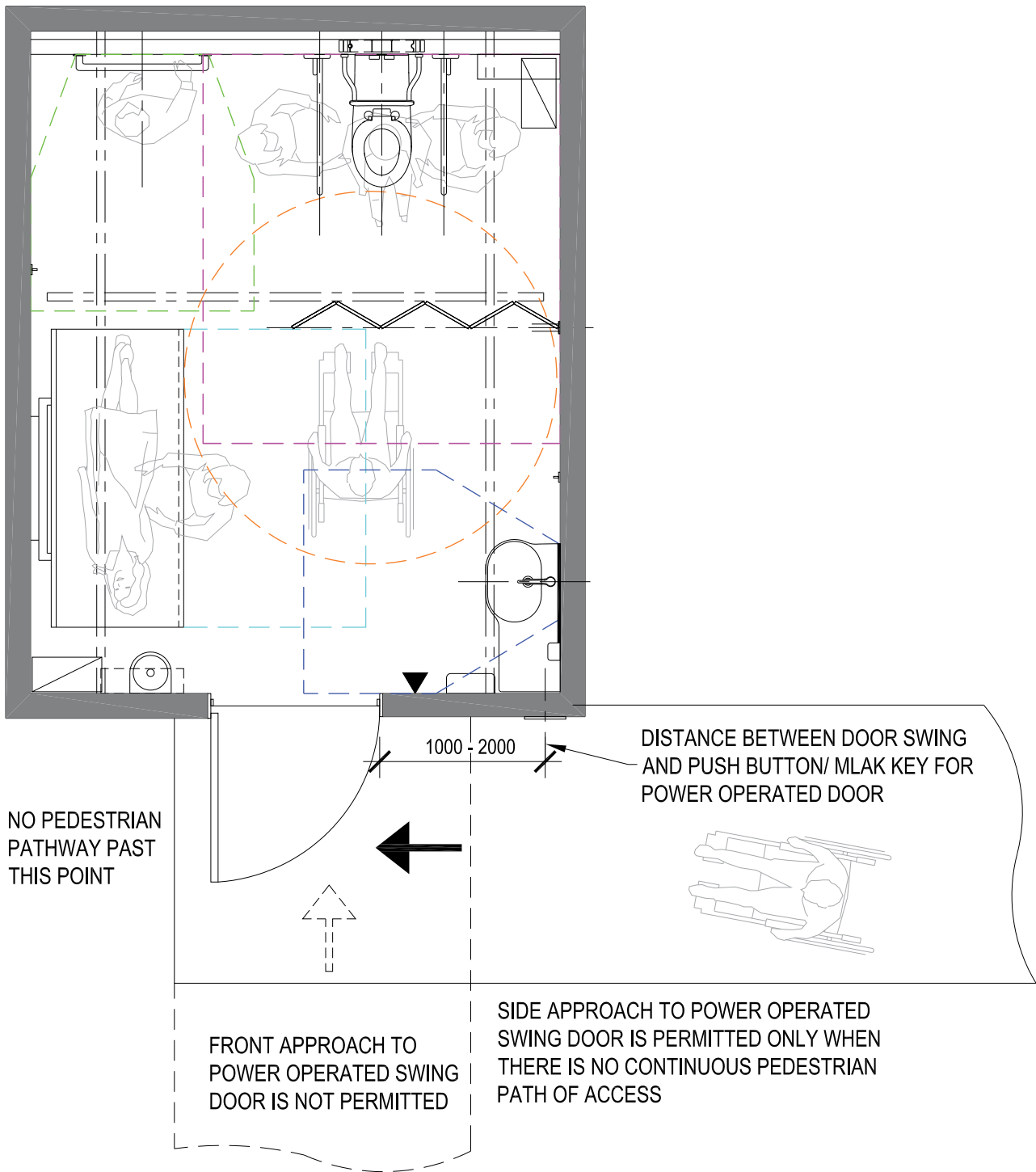


Figure 11: Configuration of automated swing doors where vandalism is a risk



## 3.2 Ceiling hoist

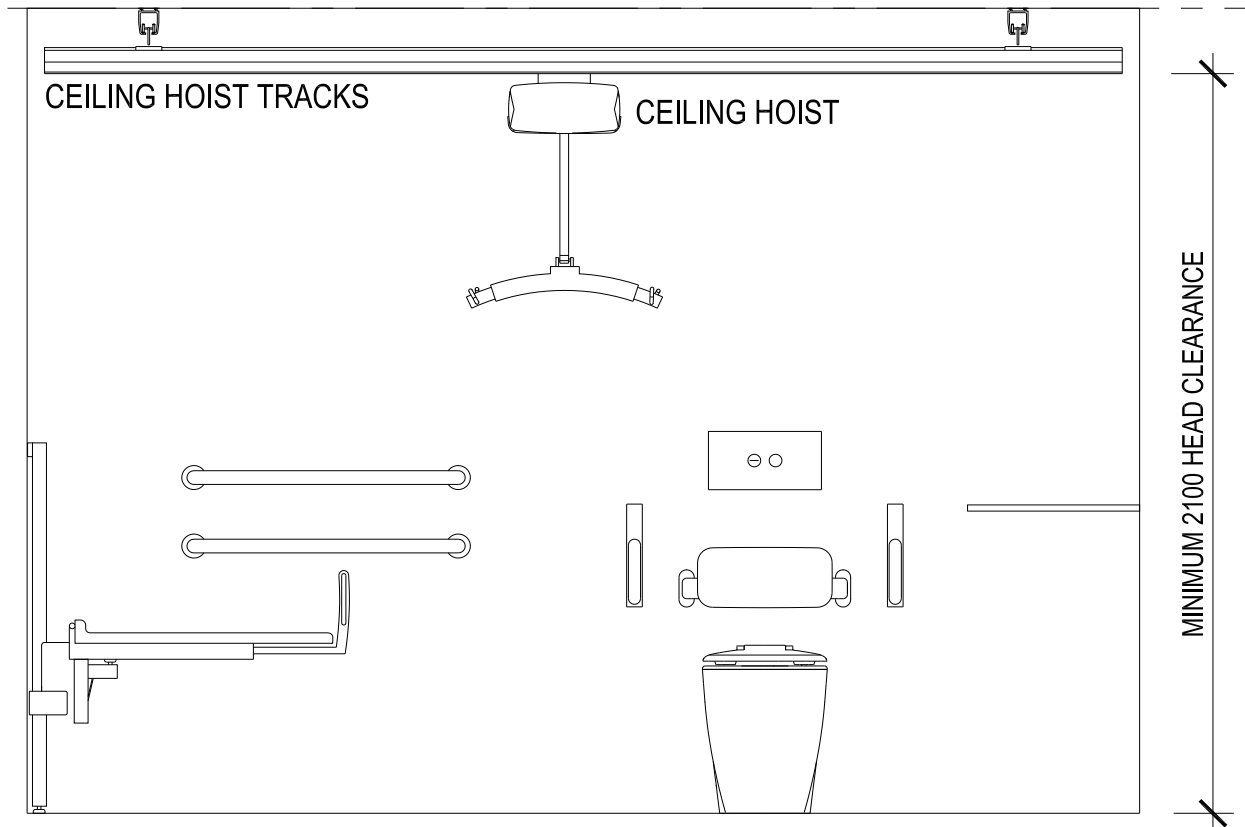


Figure 12: Ceiling hoist clearances

A constant-charge in-line room coverage hoist system shall be provided, (also called XY system, gantry or H system), including two parallel fixed rails and a moving transverse rail. This provides coverage over the entire room for the greatest flexibility when using the facility.

Changing Places hoists shall be required to meet current Australian Standard AS ISO 10535-2002 'Hoists for the transfer of disabled persons - Requirements and test methods'.

Hoist coverage of the following fixtures and the related circulation spaces shall be provided:

- turning area
- toilet
- change table
- shower and shower seat (where installed).

Rooms that are not rectangular - which use an alternative layout - may not be able to achieve hoist coverage of the entire room. The following areas are the minimum requirements: over the turning space, toilet, change table, and shower.

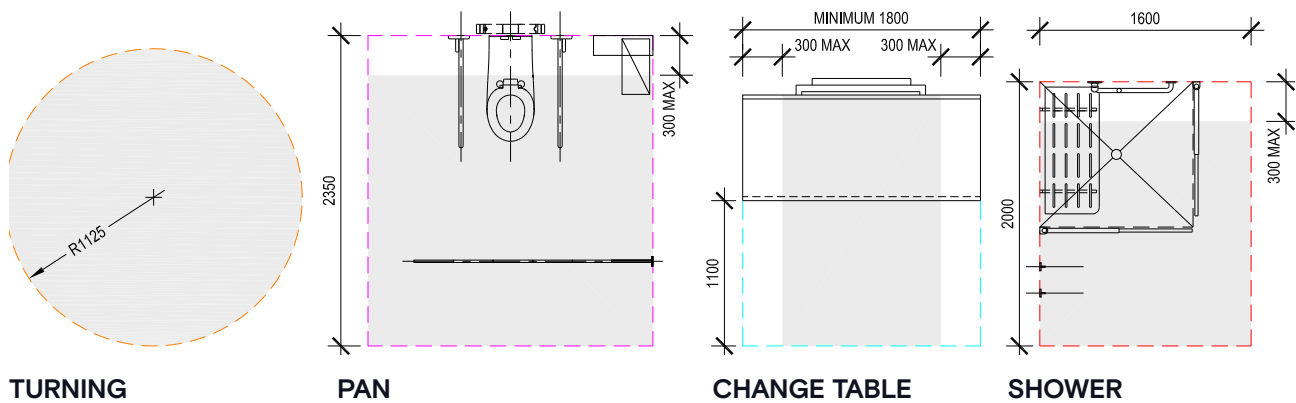


Figure 13: Ceiling hoist coverage

### 3.2.1 Performance criteria

Hoist and track system equivalent to:

- Clear unobstructed vertical height from finished floor level to the underside of the transverse rail of 2100 mm.
- Two fixed parallel rails and one moving transverse rail.
- Fixed hoist.
- Safe working load (SWL) equal to or greater than 180 kg. The safe working load of the hoist is to be equal to the safe working load of the change table. There shall be no variation between the safe working loads of the two pieces of equipment.
- Be capable of sustaining a static load of not less than 1.5 times the rated load.
- Constant in-line charging.
- Hoist spreader bar is to be capable of extending from the hoist down to no more than 300 mm from the floor level to facilitate a person being lifted from ground level if required in an emergency.

Ensure lights, fans, sprinklers and other fixtures are located after the position of the hoist tracks has been determined.

Ceiling fittings such as lights, fans and sprinklers shall be recessed or the hoist tracks are to provide sufficient clearance under the fittings to allow the free movement of the hoist track.

**Note:** The clear unobstructed vertical height to the underside of the rail has been determined in consultation with hoist installers and can be achieved within a ceiling height of 2400 mm in most room layouts. However, a minimum ceiling height of 2700 mm and clearance to the underside of the transverse rail of 2400 mm is preferred to provide greater clearance for lifting people from a wheelchair to the change table.

Hoists utilise a battery during their operation. The continuous in-line charging ensures the hoist is fully charged and operational when a person uses the facility. The battery allows the hoist to operate multiple times in the event of a power failure. Hoists have an emergency lowering cord that can be used should the hoist stop working for any reason.

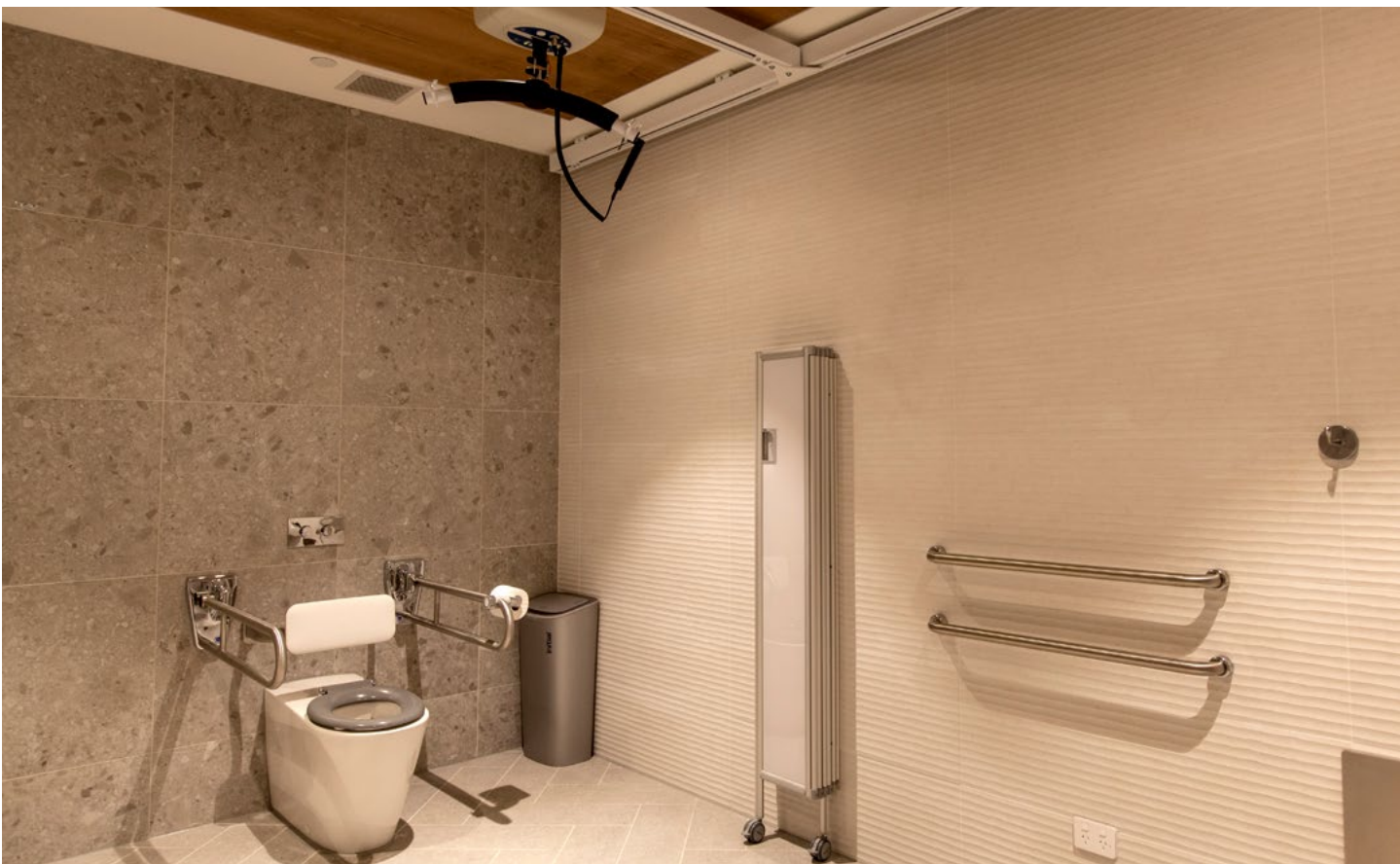
### 3.2.2 Slings for use in Changing Places

It is expected that all users of a Changing Places facility will provide their own sling for use with the overhead ceiling hoist to ensure the sling is suitable for the individual and to minimise cross contamination.

Only users, carers, assistants and support workers accustomed to hoisting should use the hoist.



Photo: HLS Healthcare



## 3.3 Accessible toilet and fittings

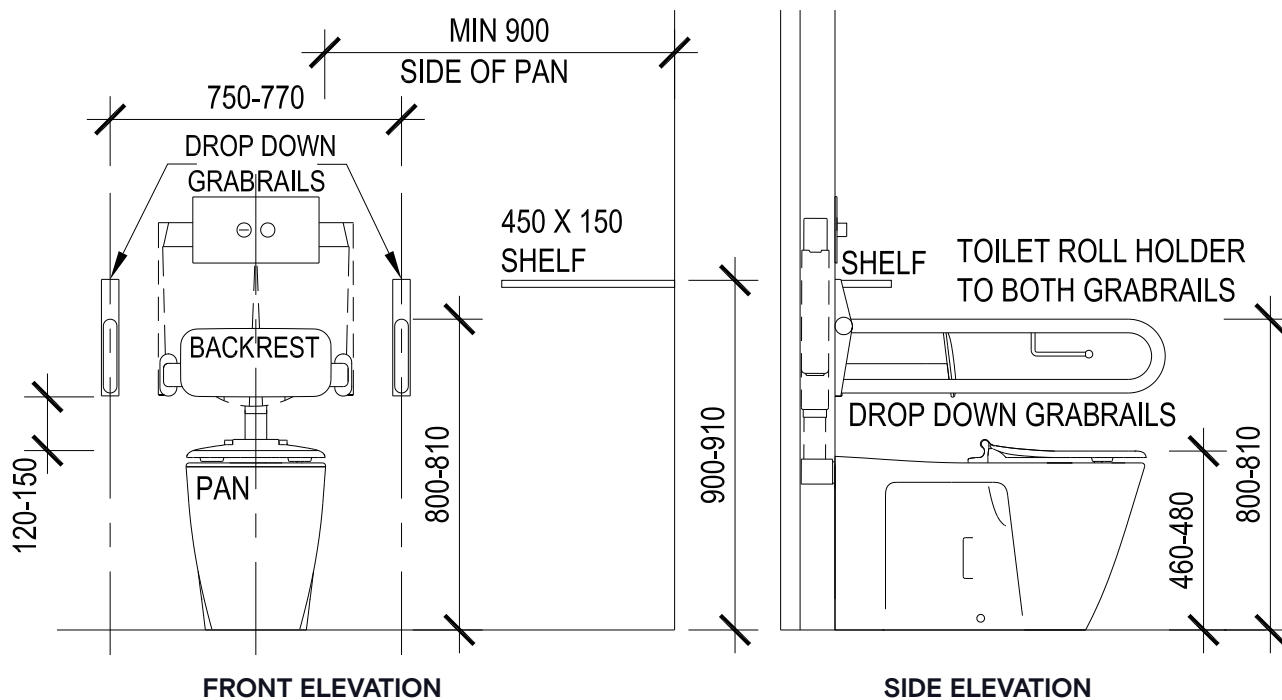


Figure 14: Changing Places toilet layout

### 3.3.1 Pan

A toilet pan with a wall-mounted or concealed cistern shall be installed so that:

- the front edge of the pan is 800 mm +/- 10 mm from the rear wall
- the top of the seat is between 460 mm and 480 mm above finished floor level
- a minimum 900 mm wide circulation space is provided between the side of the pan and the adjacent wall or fixture.

**Note:** A centrally located peninsula toilet is a key feature of the Changing Places design to allow two carers to assist with the transfer. It may not meet the needs of individuals who can independently transfer.

### 3.3.2 Seat

A toilet seat shall be provided that meets the following requirements:

- Be of the full-round type, (i.e. not open fronted) and with minimal contours to the top surface.
- Be securely fixed in position when in use.
- Have seat fixings that create lateral stability for the seat when in use.
- Be load-rated to a minimum of 180 kg.
- Have a minimum luminance contrast of 30 per cent with the pan.
- Remain in the upright position when the seat is lifted to a vertical position.

### 3.3.3 Flushing controls

Flushing controls shall meet the following requirements:

- Where hand-operated flushing controls are used, they shall be located on the centreline of the toilet (minimum height 600 mm, maximum height 1100 mm), as indicated in the relevant drawings. The position of the flushing control within this zone shall not be within the area required for any grabrails or backrest.
- The flushing control shall be proud of the surface and shall activate the flush before the button becomes level with the surrounding surface. This is not required where an automatic flush is provided.

### 3.3.4 Backrest

A backrest shall be provided that meets the following requirements:

- Be capable of withstanding a force in any direction of 1100 N.
- Have a height of 120 – 150 mm from the lower edge of the backrest to the top of the toilet seat.
- Have a vertical height of 150 – 200 mm and a width of 350 – 400 mm.
- The front edge of the centre of the backrest is positioned to achieve an angle of between 95° to 100° back from the seat hinge.

### 3.3.5 Toilet grabrails

Dropdown grabrails shall be provided that meet the following requirements:

- Located at a height of between 800 mm and 810 mm to the top of the rail above finished floor level.
- Consistent in height along the length of the rails.
- Centreline of the grabrails to be located 750 – 770 mm apart and located equidistant from the centreline of the toilet pan.
- At least 850 mm long.
- 30 – 40 mm diameter or be elliptical in shape with a diameter of the ellipse not exceeding 55 mm across the horizontal axis.
- Be securely fixed to withstand a force, in any direction, of not less than 1100 N.
- Both grabrails shall include toilet paper holders.
- Capable of being lifted up or swung away to allow unimpeded access to the toilet pan.
- The rails shall either remain locked in the upright position when raised or counterbalanced to prevent the rail dropping unexpectedly.

### 3.3.6 Toilet shelf

A stainless steel shelf shall be provided that meets the following requirements:

- Minimum size of 450 x 150 mm. All edges shall be rounded and not sharp.
- Located at a height of between 900 mm and 910 mm to the top of the shelf above finished floor level.
- The closest edge of the shelf shall be located 400 – 500 mm from the side of the toilet pan.
- Located as indicated in Figure 14 within the corner of the room, where the layout permits.

## 3.4 Privacy screen

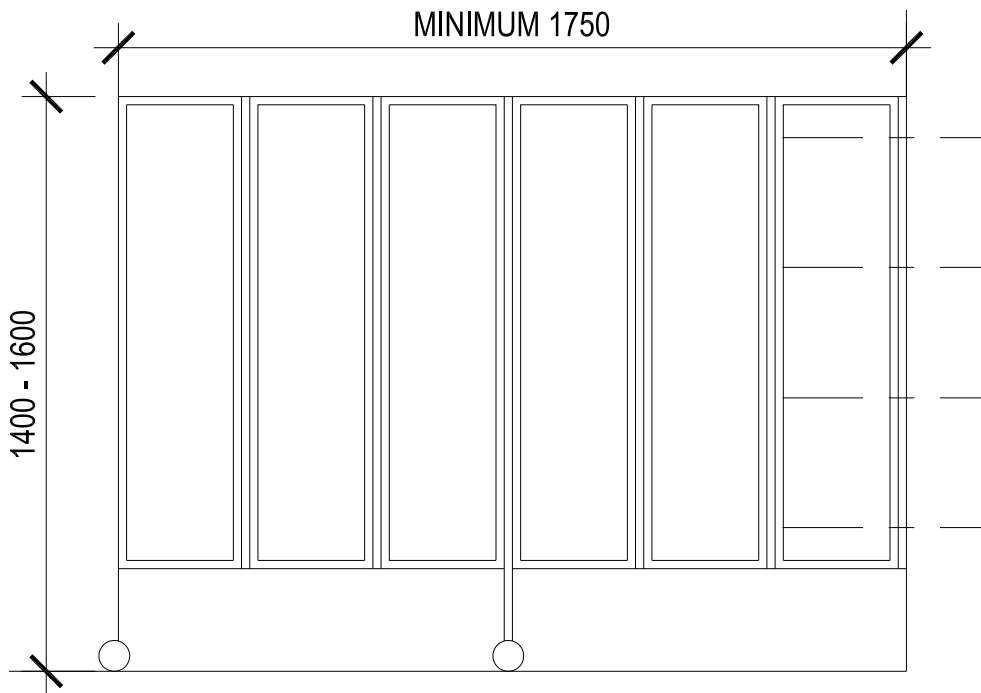


Figure 15: Privacy screen

A privacy screen shall be provided that meets the following requirements:

- 1400 – 1600 mm high.
- Minimum 1750 mm long, or as needed to provide sufficient screening for a person seated on the toilet pan from view of the doorway.
- Located no less than 900 mm from the front or edge of the toilet pan.
- Fixed to the wall.

**Note:** A pull-out curtain is not to be provided as it is difficult to clean and not as robust as a pull-out screen.



## 3.5 Washbasin

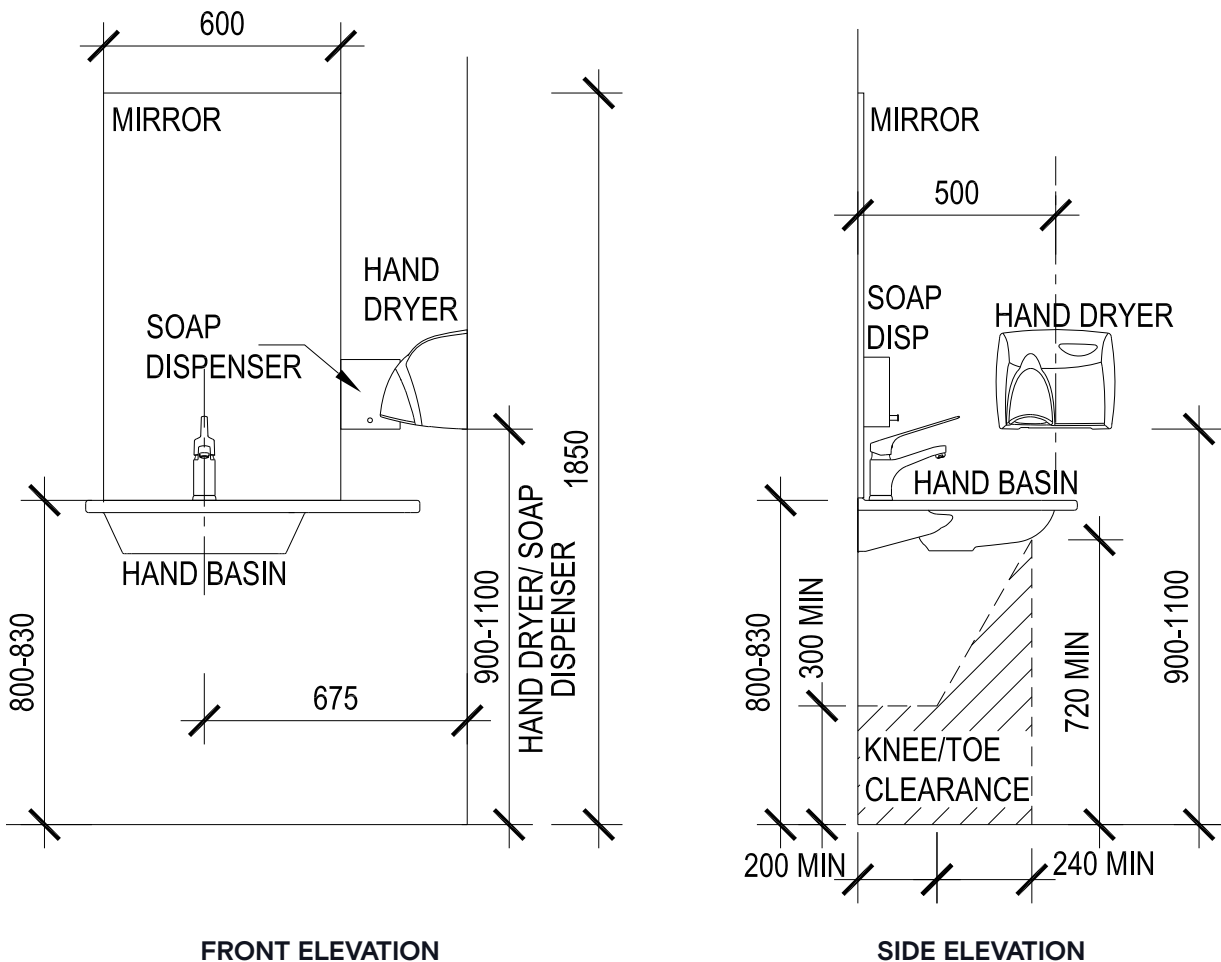


Figure 16: Changing Places washbasin layout

### 3.5.1 Washbasin

A washbasin shall be provided that meets the following requirements:

- The washbasin shall be installed so that the front rim of the basin is between 800 mm and 830 mm above finished floor level.
- The centreline of the tap shall be not less than 675 mm from a side wall.
- The circulation space at the basin shall be centred on the tap and be provided as indicated in Figure 5.
- Knee-toe clearance under the basin shall be provided in accordance with AS 1428.1 as indicated in Figure 16.
- Exposed hot water supply pipes shall be insulated or located so as not to present a hazard.
- Water supply pipes and waste outlet pipes shall not encroach on the required clear space under the washbasin.
- The washbasin is to have an integrated shelf with a minimum area of 300 x 400 mm as indicated in Figure 17.

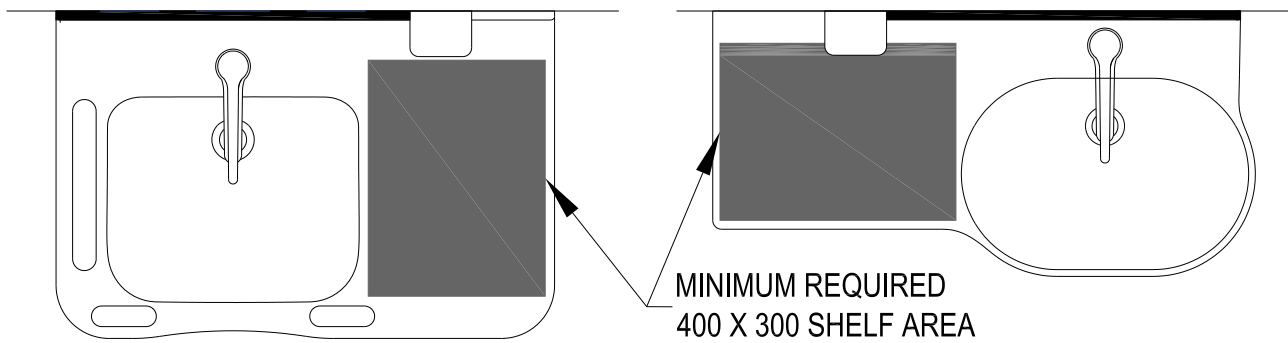


Figure 17: Washbasin detail showing the minimum shelf area required

### 3.5.2 Height adjustable basins (optional)

Height adjustable basins are not required but may be provided if the following requirements are met:

- The height adjustment controls are to be integrated with the basin and located at the front of the basin unit. Separate hand-held controls on flexible cords are not to be provided as the controls may fall and be out of reach for a person.
- The plumbing fixtures shall be fully enclosed.
- The mirror shall be at a compliant height irrespective of the height of the basin.
- The soap dispenser is to be provided either:
  - On the basin unit in a location that is equivalent to a dispenser located on the wall above the basin shelf.
  - On the wall in the locations required. The basin shall not clash with the soap dispenser at any height. A minimum of 150 mm is to be maintained between any operable part of the dispenser and the basin.
- Knee-toe clearance under the basin shall be provided in accordance with AS 1428.1 when the basin is located between 800 mm and 830 mm above finished floor level.

### 3.5.3 Tap

A water tap shall be provided that meets the following requirements:

- A mixer tap shall have a single lever handle, sensor plate, or other similar controls.
- The lever handle shall be no more than 300 mm from the front of the basin throughout the arc of its movement.
- The lever handle shall have not less than 50 mm clearance from any adjacent surface throughout the arc of its movement.
- Hot water is to be provided. The water shall be delivered through a mixing spout, and temperature controlled with a thermostatic mixing valve.
- The outlet of the mixing spout is to be no more than 300 mm from the front of the basin.



### 3.5.4 Soap dispenser

A soap dispenser shall be provided that meets the following requirements:

- Located adjacent to the mirror and above the basin shelf.
- Is within easy reach of a person at the basin.
- Operable by one hand.
- Installed with the height of the operative component or outlet between 900 mm and 1100 mm above finished floor level.

### 3.5.5 Mirror

A mirror shall be provided that meets the following requirements:

- A vertical mirror shall be provided above the basin with a reflective surface not less than 600 mm wide. The reflective surface of the mirror shall extend from a height of not more than 900 mm to a height of not less than 1850 mm above finished floor level.
- Where a second vertical mirror is provided, it shall extend from a height of not less than 600 mm to a height of not less than 1850 mm above finished floor level.

### 3.5.6 Paper towel dispensers, hand dryers and similar fittings

A paper towel dispenser and/or hand dryer shall be provided for a person to dry their hands. Towel dispensers, hand dryers and similar fittings shall meet the following requirements:

- Each fitting shall be operable by one hand.
- Installed with the height of their operative component or outlet not less than 900 mm and not more than 1100 mm above finished floor level.
- Installed no less than 500 mm from an internal corner.

**Note:** Hand dryers should be quiet in operation with a maximum sound level of <70Db.



## 3.6 Change table

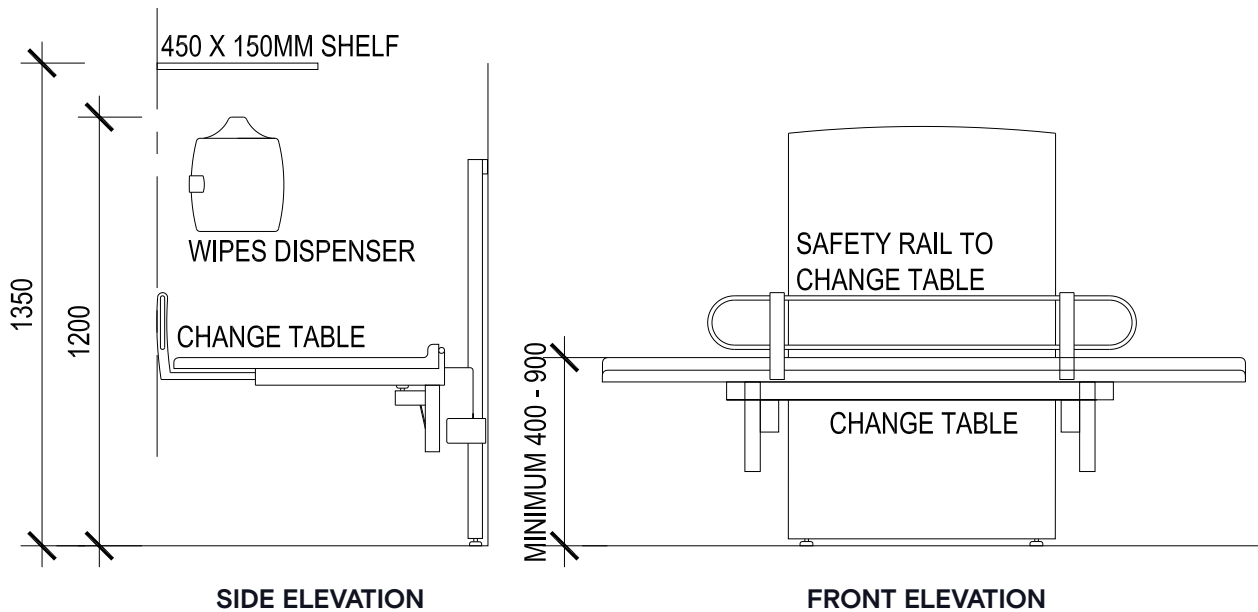


Figure 18: Changing Places change table layout



A wall-mounted, motorised height adjustable change table shall be provided that meets the following requirements:

- Height adjustable, and as a minimum needs to be adjustable between the heights of 400 mm and 900 mm when measured to the top of the table from the fixed floor level.
- Minimum table length of 1800 mm.
- Minimum table width of 700 mm.
- Side safety rail that can be folded up or down easily.
- Weight loading capacity to be a minimum of 180 kg. The safe working load of the change table shall be equal to the safe working load of the hoist. There shall be no variation between the safe working loads of the two pieces of equipment.

### 3.6.1 Shelf beside change table with a fixed sanitising wipe dispenser

- A stainless steel shelf for storage of supplies by users of the room shall be provided adjacent to the change table. The shelf is to be a minimum 450 mm long x 150 mm wide and provided at between 1300 mm and 1350 mm above finished floor level as indicated in Figure 18.
- Sanitary wipes for cleaning of the table shall be provided adjacent to the change table. The outlet for the dispenser is to be located at between 900 mm and 1200 mm above finished floor level as indicated in Figure 18.

### 3.6.2 Lighting

The lighting needs for a carer, assistant or support worker and a person lying on the change table are very different.

Lighting that is provided via bright downlights must not be installed within 600 mm of the ends of the change table within the areas where a person lying on the table will be looking directly towards the ceiling as indicated in Figure 19.

Sufficient light shall be provided near the centre of the table for a carer, assistant or support worker.

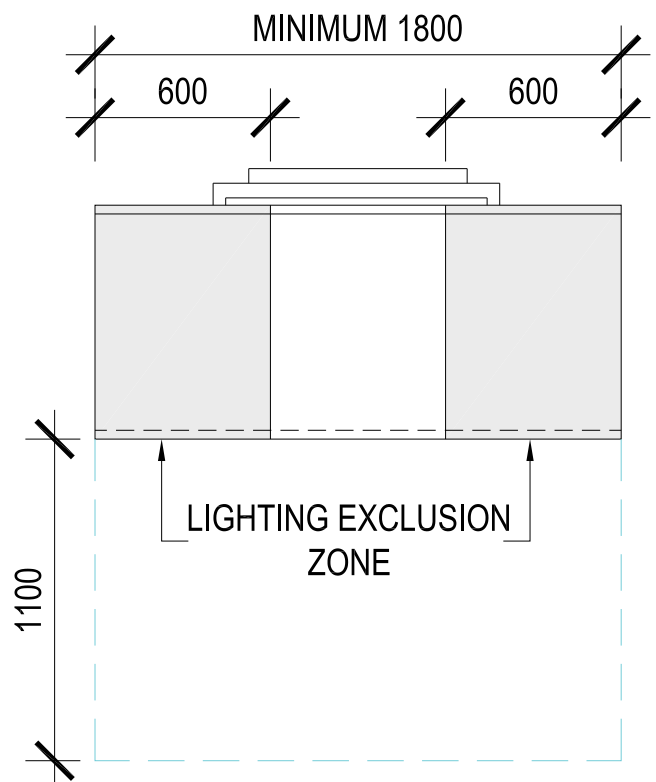


Figure 19: Change table lighting exclusion zone

## 3.7 Changing rails

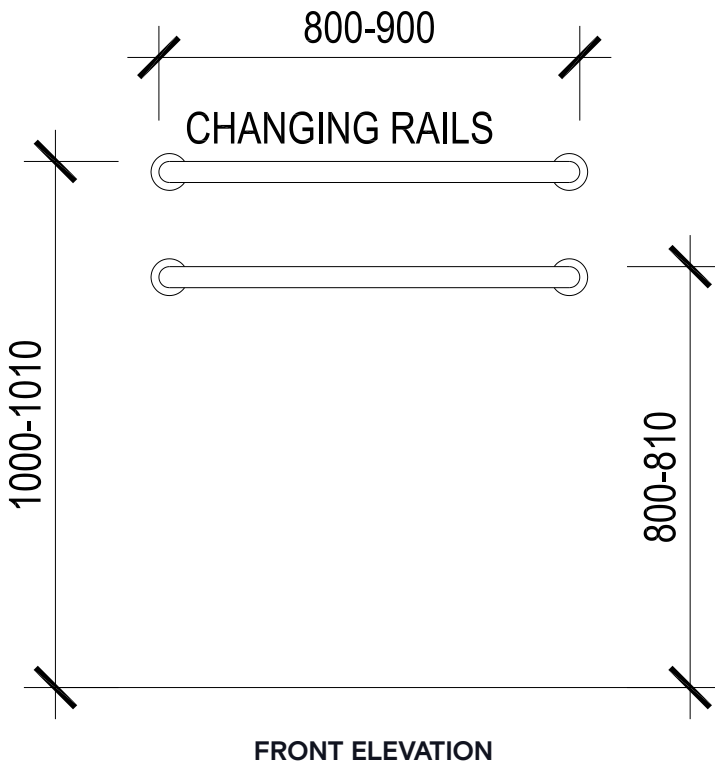


Figure 20: Changing Places changing rails

Changing rails shall be provided that meet the following requirements:

- Provide two 32 mm diameter, 800 – 900 mm long changing rails installed horizontally at 800 – 810 mm and 1000 – 1010 mm above finished floor level. These rails give users something to hold onto whilst standing to have clothes adjusted.
- The rails are to be securely fixed to withstand a force in any direction of not less than 1100 N.



## 3.8 Clothes and towel hooks

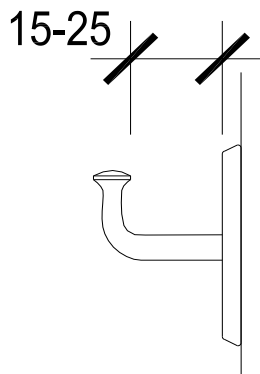


Figure 21: Clothes and towel hooks

Clothes and towel hooks shall be provided that meet the following requirements:

- Clothes and towel hooks are to extend 15 – 25 mm as indicated in Figure 21.
- All edges and ends are to be rounded and not sharp.
- One clothes hook shall be installed between 1200 mm and 1350 mm above finished floor level, located near the washbasin. This must be located no closer than 500 mm from an internal corner.
- For showers, two clothes hooks shall be installed within reach of the shower seat, located between 1200 mm and 1350 mm above finished floor level, as detailed in Figure 27.

## 3.9 Sling hook

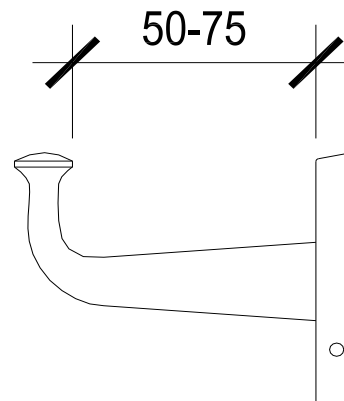


Figure 22: Sling hook

Sling hooks shall be provided that meet the following requirements:

- One large sling hook shall be installed beside the changing table at between 1500 mm and 1550 mm above finished floor level.
- Sling hooks are to extend 50 – 75 mm from the plate of the hook as indicated in Figure 22.
- The hook shall be located within 500 mm from the end of the change table.

*‘Family outings are planned around the location of Changing Places – more facilities provide more access and opportunities for people with disabilities who rely on Changing Places.’*

## 3.10 Disposal bins

Two disposal units shall be provided and located as follows:

- Sanitary disposal unit in the corner beside the toilet pan.
- Incontinence pad disposal bin in the corner next to the change table.

The bins are to be provided with lids in order to control odours.

## 3.11 Flooring

- The flooring within the room shall have a minimum R10 or P3 slip resistance rating when tested in accordance with AS 4586.
- Where a shower is installed, the flooring within the graded area of the shower shall have a minimum R11 or P4 slip resistance rating when tested in accordance with AS 4586.



## 3.12 Signage

### 3.12.1 External facility signage

Once a facility has passed Changing Places accreditation, a Changing Places sign in raised tactile and Braille format shall be installed outside the facility doorway as detailed below:

- Located on the wall on the latch side of the door between 50 mm and 300 mm from the architrave in accordance with NCC Specification D3.6 Clause 2.
- Located at 1300 mm above finished floor level to the underside of the sign in accordance with NCC Specification D3.6 Clause 2.

The sign elements shall comply with NCC Specification D3.6.

The Changing Places logo is trademarked in Australia and signage can only be displayed on accredited Changing Places facilities.



Figure 23: Changing Places sign

### 3.12.2 Directional signage to be located at other toilet banks

The NCC 2019 Clause D3.6 'Access for people with a disability' specifies when access for people with a disability must be provided to buildings and parts of buildings. Directional signage is an important part of this access 'to assist people with a disability to easily identify the facilities, services, exits and features provided in a building' (D3.6 Signage).

Directional signage shall be provided at each standard toilet facility, to direct a person to the location of the nearest Accessible Adult Change Facility within that building. Figure 24 provides an example of the signage.

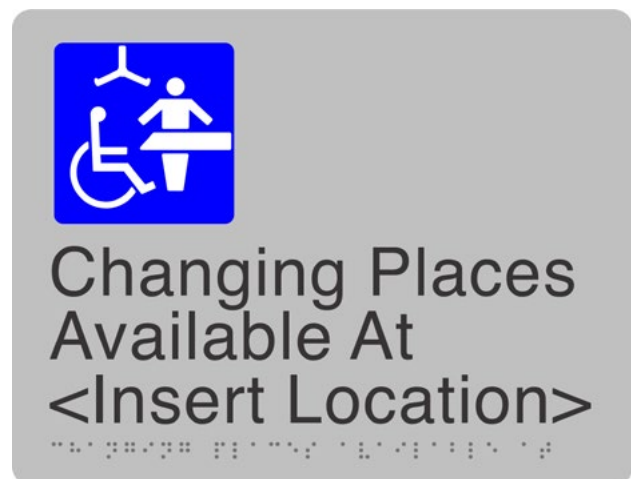


Figure 24: Changing Places sign to direct a person to the location of the nearest Changing Places

### 3.12.3 Internal signage – change table and ceiling hoist operating instructions

The Changing Places facility shall provide signage detailing operating instructions for the safe use of the change table and ceiling hoist.

The signage is to be located where it can be clearly seen and free from any obstruction. The centre of the sign shall be located between 1400 mm and 1500 mm above finished floor level.

The operating instructions shall be minimum A3 paper size and securely fixed to the wall. They shall be either laminated or mounted behind an acrylic sheet.

The text shall be provided in a sans serif font with a minimum font size of 24.

The signage shall include both written and photographic/pictorial instructions.

#### Change table instructions

The change table instructions shall include the following information as a minimum:

- The safe working limit must be prominently displayed.
- Instruction to include 'Never leave a person on the change table unattended'.
- Details of safety checks to be completed prior to use.
- How to raise and lower the table with the use of the control.
- How to raise and lower the safety side.
- Instructions for cleaning the table.
- Contact details of the operator of the Changing Places facility to request assistance or to notify cleaning requirements. These contact details are to be clearly distinguished from any manufacturers' information.

#### Ceiling hoist instructions

The ceiling hoist instructions shall include the following information as a minimum:

- The safe working limit must be prominently displayed.
- Advise that hoists should only be used by people and carers who are accustomed to hoisting and have their own sling.
- Details of safety checks to be completed prior to use.
- How to attach a sling to the hoist.
- How to raise and lower the hoist with the use of the control.
- Use of the emergency stop/lowering cord.
- How to reset the hoist including how to use the spreader bar to reach the reset button if it is out of reach.
- Contact details of the operator of the Changing Places facility to request assistance or to alert them to cleaning requirements. These contact details are to be clearly distinguished from any manufacturers' information.

Figures 25 and 26 provide examples of instructional signage.





# Change Table

## Instructions For Use

### 1 Product description:

This changing table is intended for showering and changing children and adults weighing up to 200kg, the table must not be used for any other purpose.

### 2 Pre use checks:

Check for obstructions or items that may become trapped when the changing table is operated. Check the changing table will raise and lower properly using the handset.

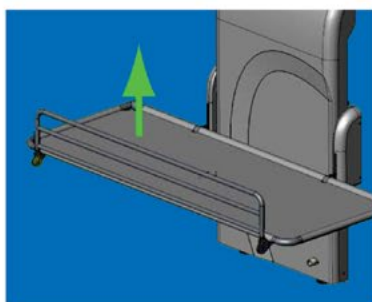
### 3 Lowering the bed:

To fold down the bed to the usable position, simply hold the bed and lower as indicated by the arrow in Fig 2. To stow bed, lift and fold bed upwards until parallel with cover.

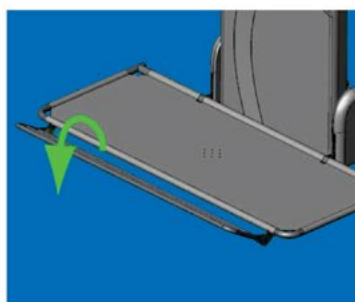


### 4 Instruction for use:

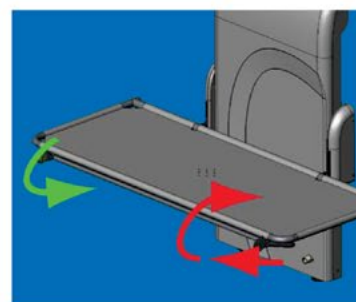
Operation of the change bed is via the two button hand control. Position the bed at a comfortable height. See Fig 1



Operating the guard (where fitted). Folding the guard. Lift the guard upwards.



Then rotate it towards you and then fold under the bed.



It will then lock under the bed. To replace the guard lift it slightly towards you, it will then release, rotate upright and drop into position.

**Maximum Weight Capacity 180KG**

Figure 25: Change table instructions

*This is an example only, we recommend you contact your equipment supplier to obtain brand-specific operating instructions. Credit: CHS Healthcare*

# Ceiling Hoist

## Instructions For Use

### 1 Product description:

This ceiling hoist is intended for lifting children and adults up to 200kg. This equipment must not be used for any other purpose.

### 2 Pre use checks:

Hold and pull the carry bar, moving the hoist to an area free of obstructions. Take care to familiarise yourself with the functions and controls (see fig 1).

### 3 Instructions for use

The hoist is controlled via the hand control (see fig 2). Do not pull the hand control with force. When the hand control is not in use, clip over the carry bar. Keep all obstructions clear during lifting.

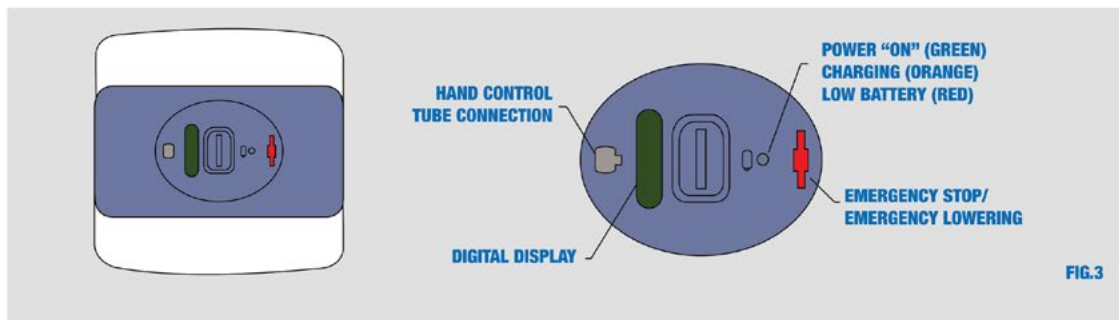
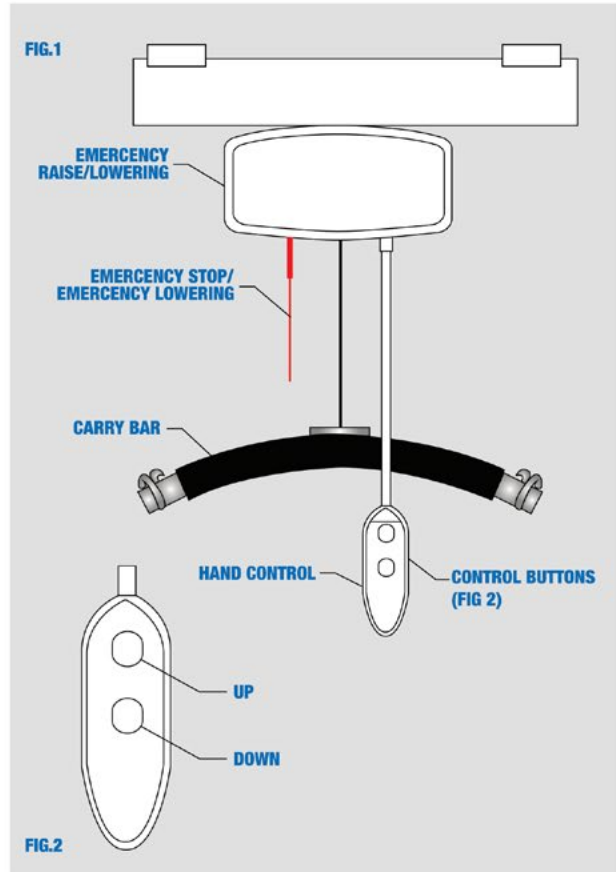
### 4 Slings

This hoist is designed for use with loop style slings only. If unsure do not use your sling.

### 5 Trouble shoot

If the hoist is not working check to see if the emergency stop cord has been pulled into the down position, disabling the hoist (see fig 3).

To re-enable push white clip, attached to the top of the red cord, up toward the hoist. If unable to reach use the carry bar.



### 6 Emergency lowering

If the hoist becomes stuck or won't lower, pull the red cord and press the down button on the hand control

**Maximum Weight Capacity 180KG**

Figure 26: Hoist instructions

This is an example only, we recommend you contact your equipment supplier to obtain brand-specific operating instructions. Credit: CHS Healthcare

## 3.13 Shower

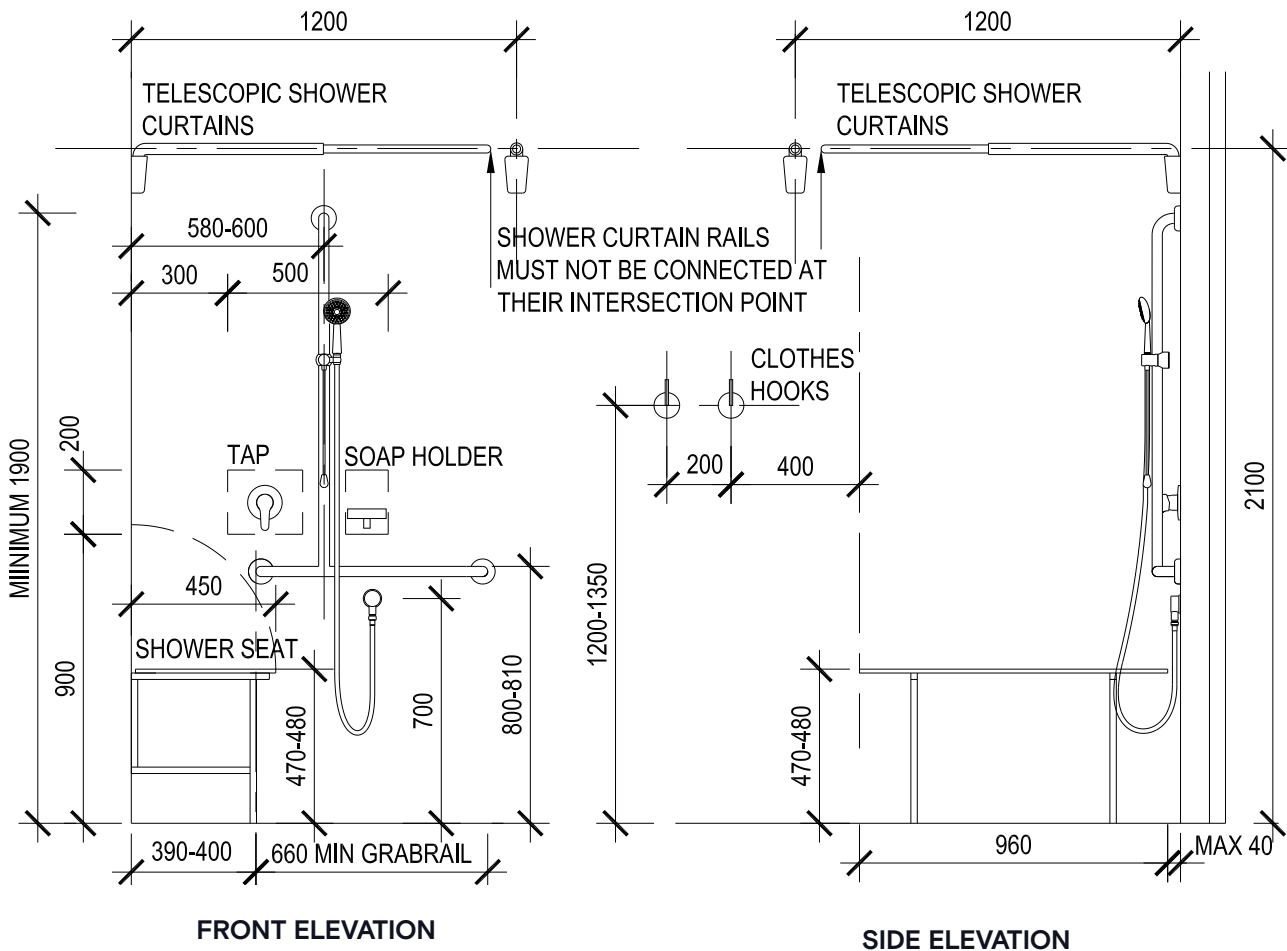


Figure 27: Changing Places shower layout

Shower installations (where included) shall comply with the following requirements.

### 3.13.1 Floor and waste outlet

The floor and waste outlet shall comply with the following requirements:

- The floor of the shower recess and associated circulation space shall be self-draining and without a step-down, raised step kerb or hob at the entry to the recess.

- The waste outlet for the shower shall be provided in accordance with the floor plans and as required for compliance with the current version of AS 1428.1.
- The slope of the floor of the shower recess shall have a gradient between 1 in 60 and 1 in 80.
- The slope of the floor for the remainder of the room shall have a gradient between 1 in 80 and 1 in 100.

### 3.13.2 Shower grabrails

Shower grabrails shall be provided that meet the following requirements:

- Shower installations require 32 mm diameter grabrails, which shall be fixed on the walls in the positions shown in Figure 27. The top of the horizontal rail shall be between 800 mm and 810 mm above finished floor level.
- The horizontal rail is to be no less than 660 mm long and shall not interfere with the operation of the shower seat.
- The shower grabrail shall be securely fixed to withstand a force in any direction of 1100 N.

### 3.13.3 Showerhead support grabrail

A showerhead support grabrail shall be provided that meets the following requirements:

- A vertical showerhead support grabrail shall be fixed on the wall in the position outlined in Figure 27.
- The top of the rail shall be between 1880 mm and 1900 mm above finished floor level. Where the horizontal and vertical showerhead support grabrail is not provided as a single unit, the lower edge of the vertical showerhead support grabrail shall be located between 1000 mm and 1100 mm above finished floor level.

### 3.13.4 Showerhead

A hand-held showerhead shall be provided that meets the following requirements:

- A flexible hose with a minimum length of 1500 mm.
- An adjustable showerhead holder shall be provided to support the showerhead and shall:
  - Be installed on the showerhead holder support grabrail as shown in Figure 27.
  - Allow the graspable portion of the showerhead to be positioned at various angles and heights.
  - Allow the graspable portion of the showerhead to be located at heights between 1000 mm and 1800 mm above finished floor level.

- Allow access and adjustment from a seated position.

### 3.13.5 Water outlet

- The water outlet for the shower hose shall be located at 700 mm +/- 5 mm above finished floor level as shown in Figure 27 and be provided with a backflow prevention device where required by plumbing standards.

### 3.13.6 Soap holder

A soap holder shall be provided that meets the following requirements:

- The soap holder shall be located within the zone as detailed between 900 mm and 1100 mm above finished floor level and no less than 300 mm or no more than 800 mm from the corner.
- A distance of no less than 50 mm is to be provided between the soap holder and the vertical grabrail.

### 3.13.7 Taps

Taps shall be provided that meet the following requirements:

- A mixer tap shall be located within the zone as detailed between 900 mm and 1100 mm above finished floor level and no less than 300 mm or no more than 800 mm from the corner.
- The lever of the tap is to be no more than 150 mm in length.
- A distance of no less than 50 mm is to be provided between the tap lever handle in any position and the vertical grabrail.

### 3.13.8 Folding seat

A foldable shower seat shall be provided inside the shower recess as detailed in Figure 27, that meets the following requirements:

- The dimensions of the seat shall be 960 mm long measured on the top surface of the seat and 450 mm deep measured from the rear wall to the front of the seat.

## 3.14 Temperature control

- The seat shall:
  - be load rated to 180 kg
  - be slip-resistant
  - have front corners that are rounded to a radius of 10 – 15 mm
  - have top edges that are rounded with a minimum radius of 2 – 3 mm
  - fold in an upwards direction clear of the grabrail
  - have support legs at the front of the unit
  - not be slatted.
- The fastenings, materials and construction of the seat shall be able to withstand a force of 1100 N applied at any position and in any direction without failing or loosening of fastenings.

### 3.13.9 Clothes hooks for shower

Clothes hooks for the shower shall be provided that meet the following requirements:

- Provide no less than two clothes-hanging devices, installed between 1200 mm and 1350 mm above finished floor level, fitted outside the shower recess. One such device shall be located 400 mm +/- 10 mm and the other 600 mm +/- 10 mm from the folding seat as detailed in Figure 27.

### 3.13.10 Shower curtain and rails

A shower curtain shall be provided that meets the following requirements:

- Shower curtain rails shall be wall-mounted.
- Two telescopic and swing-away shower curtain rails shall be provided at 2100 mm above finished floor level in the locations indicated in Figure 27.
- The ends of the telescopic rails must prevent the shower curtain from being pulled off the rail.

**Note:** The shower curtain rails cannot be ceiling mounted as this clashes with the operation of the ceiling hoist. Two separate curtain rails shall be provided. Units that have one articulated arm are not suitable, as they need to be attached and detached from a hook on the wall and are out of reach for many people.

### 3.14.1 Heating and cooling

Heating and cooling should be provided wherever possible.

### 3.14.2 Unsuitable heaters

Heat lamp type heating systems that produce intense light shall not be used due to the intense glare generated for people lying on the change table.



# Rebecca and Sarah's story

Rebecca's thirteen-year-old daughter Sarah has a rare condition called Pallister-Killian syndrome. Sarah is fragile and has very high needs, she uses a wheelchair and needs support with eating and other aspects of her personal care.

Changing Places are essential for Sarah and her family to be able to participate in the community. As Rebecca stated 'Where do you change a nappy for someone in their teens?' Unless you have a child with a disability, you don't really think about these things.

Sarah is able to sit up by herself and can do a standing transfer. Changing Places have an adult-sized change table, which can be raised and lowered at the push of a button. The Changing Places change table goes down low enough, so Rebecca is able to transfer and change Sarah, without hurting her back.

Where there are no Changing Places available – the family has gone home when Sarah needed a change, just left and not come back again – thereby missing out on events and activities. This can be quite an isolating experience.

Rebecca currently works providing information and support to other parents of children with disabilities. She was instrumental in the creation of Livvi's Place, Victoria Park, Ballarat. The process of campaigning for a fully accessible playground resulted in a greater awareness about Changing Places and why they are needed.

Rebecca believes that it's important for people like Sarah to be seen and heard. It's good for the whole family, and good for the community. 'Changing Places provide the security of knowing we can access a place, where we can take care of her physical and sanitary needs, with privacy and dignity.'



## 4. Costings



## 4.1 Introduction

Sections 4.5 – 4.8 provide indicative costs for each Changing Places design option for budget-setting purposes. The information is designed to assist in the preparation/planning stages for the construction of Changing Places facilities in the course of a new building construction or retrofitted within an existing building.

The costings assume a suitable space is available within the building fabric and services are available to the perimeter wall. As every construction project is unique, budget setting should account for site-specific conditions.

The product and services costings are indicative only and subject to change. All costs are reported exclusive of goods and services tax.

### Note:

- The costs do not include any allowance for Environmentally Sustainable Design-related items, which are over and above regular design standards.
- The estimated costs are current at September 2019. No allowance has been made for cost escalation beyond this date.
- The costs include allowances for consultants' fees and authority charges.

## 4.2 Assumptions and inclusions

Assumptions made within the costings include:

- Works are carried out during a new construction or retrofitted in a suitable location within an existing shell space.
- The builder has unencumbered access to the works site.
- Works are performed during normal working hours.
- Floor to underside of soffit height (or structure) over is 3.50 m.
- The base building floor is flat.
- A floor screed is required to allow falls to shower floor waste.
- A plasterboard finish to external face of perimeter walls.
- The ceilings are suspended plasterboard.
- Additional noggins provided in walls for support of fittings.
- Ceiling hung fittings are fixed to the underside of slab or structure.
- Works are located within Melbourne metropolitan area.





## 4.3 Total project cost

The total project cost for each design option is listed below.

<b>Design 1A: Without shower rectangular</b>	\$153,000
<b>Design 1B: Without shower square</b>	\$152,000
<b>Design 1C: Without shower alternative door location</b>	\$157,000
<b>Design 2: With shower rectangular</b>	\$171,000

## 4.4 Exclusions

The costs exclude (but not limited to):

- Work outside the area of the Changing Places room.
- Infrastructure services and central plant additions or upgrades.
- Fire sprinkler services.
- Demolition of existing building to create shell space.
- Scabbling of existing concrete slab for setdowns.
- Fire rating to perimeter walls.
- Swipe card locking system.
- Alarm speaker/sounder and visual alarm.
- Allowances for works outside Melbourne metropolitan area.
- Cost escalation beyond September 2019.
- Client overheads, management and direct costs.
- Environmentally Sustainable Design (ESD) allowances.
- Loose furniture and equipment.
- Information and communication technology.
- Hoist slings.
- Good and services tax.
- Rates and taxes.

*‘More Changing Places means widening the boundaries experienced by people with severe physical disabilities and giving them a greater choice of places to go.’*

## 4.5 Design 1A: Without shower rectangular

Item description	Quantity	Unit	Rate	Amount \$
<b>Area</b>				
Base area	13	m2		
<b>Construction</b>				
<b>Perimeter wall (finished both sides)</b>				
Stud frame	43	m2	90	3,870
Insulation	43	m2	20	860
Plasterboard	86	m2	60	5,160
Paint	86	m2	15	1,290
Skirting	16	m	25	400
Modifications to ceiling outside of perimeter wall	13	m2	150	1,950
<b>Subtotal: Perimeter wall</b>				<b>13,530</b>
<b>Fitout</b>				
Automatic sliding door and release button	1	no	7,000	7,000
Support frame for change table	1	Item	600	600
Supports for ceiling hoist	1	Item	3,200	3,200
Non-slip vinyl flooring	13	m2	130	1,690
Coved skirting	13	m	30	390
Vinyl splashback to basin, WC and shower	10	m2	120	1,200
Prepare substrate	13	m2	100	1,300
<b>Subtotal: Fitout</b>				<b>15,380</b>
<b>Equipment</b>				
Room coverage hoist	1	no	10,700	10,700
Adjustable height change table, 1800 mm long with side safety rail	1	no	13,100	13,100
Change table wipe dispenser	1	no	235	235
<b>Subtotal: Equipment</b>				<b>24,035</b>
<b>Sanitary fittings</b>				
800 – 900 mm long horizontal changing rails	2	no	500	1,000
Hand dryer	1	no	500	500
Sanitary product disposal bin	1	no	200	200
Incontinence pad disposal bin	1	no	200	200
Soap dispenser	1	no	200	200
Mirror 600 x 950 mm	1	no	600	600
Retractable privacy screen 1900 mm long	1	no	2,300	2,300
Soap dish	1	no	80	80
Clothes hook	3	no	100	300

Item description	Quantity	Unit	Rate	Amount \$
<b>Sanitary fittings (continued)</b>				
Large sling hook	1	no	200	200
Shelf 500 x 200 mm	2	no	200	400
Allowance for miscellaneous works	1	Item	5,000	5,000
<b>Subtotal: Sanitary fittings</b>				<b>10,980</b>
<b>Services</b>				
<b>Sanitary plumbing</b>				
Accessible WC including backrest and drop-down rails	1	no	3,500	3,500
Hand basin with integrated shelf	1	no	1,000	1,000
Basin mixer	1	no	600	600
Floor waste grate	1	no	200	200
Floor preparation, core hole, screed and regrade	1	no	2,000	2,000
Soil waste, vents and connect to perimeter wall	1	no	2,700	2,700
Cold water reticulation	1	no	1,000	1,000
Hotwater unit and reticulation	1	no	1,800	1,800
Testing and commissioning	1	Item	700	700
Builder's work in connection	5	%	13,500	675
<b>Electrical services</b>				
Upgrade existing switchboard/EWIS panel	1	Item	1,200	1,200
Lighting	1	Item	3,000	3,000
Power	1	Item	1,700	1,700
Emergency lighting	1	Item	500	500
EWIS and fire detection	1	Item	1,000	1,000
Testing and commissioning	1	Item	500	500
Builder's work in connection	5	%	7,900	395
<b>Mechanical services</b>				
Exhaust ventilation to outlet outside wall	1	no	2,800	2,800
Minor alterations to existing AC system	1	Item	1,600	1,600
Testing and commissioning	1	Item	500	500
Builder's work in connection	5	%	4,900	245
<b>Subtotal: Services</b>				<b>27,615</b>

Item description	Quantity	Unit	Rate	Amount \$
<b>Builder's preliminaries, supervision, insurances, overheads and profit</b>				
Preliminaries, supervision, insurances, overheads and profit	1	Item	16,500	16,500
<b>Subtotal: Building works</b>				<b>108,040</b>
<b>Contingency allowances</b>				
Design contingency	5	%	108,040	5,402
Construction contingency	6	%	113,442	6,807
<b>Subtotal: Contingency allowances</b>				<b>12,209</b>
<b>Subtotal: Total construction cost</b>				<b>120,249</b>
<b>Other project costs</b>				
Consultants fees	13	%	120,249	15,632
Loose furniture		Note		Excluded
Information technology and communication		Note		Excluded
Signage	1	Item	1,000	1,000
Other fees, levies, etc.	1	Item	2,000	2,000
Project contingency sum	10	%	138,881	13,888
<b>Subtotal: Other project costs</b>				<b>32,520</b>
<b>Total project cost (excluding GST)</b>				<b>153,000</b>
<b>Key exclusions</b>				
Cost escalation after September 2019		Note		Excluded
Services infrastructure beyond perimeter wall		Note		Excluded



## 4.6 Design 1B: Without shower square

Item description	Quantity	Unit	Rate	Amount \$
<b>Area</b>				
Base area	12	m2		
<b>Construction</b>				
<b>Perimeter wall (finished both sides)</b>				
Stud frame	42	m2	90	3,780
Insulation	42	m2	20	840
Plasterboard	84	m2	60	5,040
Paint	84	m2	15	1,260
Skirting	15	m	25	375
Modifications to ceiling outside of perimeter wall	12	m2	150	1,800
<b>Subtotal: Perimeter wall</b>				<b>13,095</b>
<b>Fitout</b>				
Automatic sliding door and release button	1	no	7,000	7,000
Support frame for change table	1	Item	600	600
Supports for ceiling hoist	1	Item	3,200	3,200
Non-slip vinyl flooring	12	m2	130	1,560
Coved skirting	12	m	30	360
Vinyl splashback to basin, WC and shower	10	m2	120	1,200
Prepare substrate	12	m2	100	1,200
<b>Subtotal: Fitout</b>				<b>15,120</b>
<b>Equipment</b>				
Room coverage hoist	1	no	10,700	10,700
Adjustable height change table, 1800 mm long with side safety rail	1	no	13,100	13,100
Change table wipe dispenser	1	no	235	235
<b>Subtotal: Equipment</b>				<b>24,035</b>
<b>Sanitary fittings</b>				
800 – 900 mm long horizontal changing rails	2	no	500	1,000
Hand dryer	1	no	500	500
Sanitary product disposal bin	1	no	200	200
Incontinence pad disposal bin	1	no	200	200
Soap dispenser	1	no	200	200
Mirror 600 x 950 mm	1	no	600	600
Retractable privacy screen 1900 mm long	1	no	2,300	2,300
Soap dish	1	no	80	80

Item description	Quantity	Unit	Rate	Amount \$
<b>Sanitary fittings (continued)</b>				
Clothes hook	3	no	100	300
Large sling hook	1	no	200	200
Shelf 500 x 200 mm	2	no	200	400
Allowance for miscellaneous works	1	Item	5,000	5,000
<b>Subtotal: Sanitary fittings</b>				<b>10,980</b>
<b>Services</b>				
<b>Sanitary plumbing</b>				
Accessible WC including backrest and drop-down rails	1	no	3,500	3,500
Hand basin with integrated shelf	1	no	1,000	1,000
Basin mixer	1	no	600	600
Floor waste grate	1	no	200	200
Floor preparation, core hole, screed and regrade	1	no	2,000	2,000
Soil waste, vents and connect to perimeter wall	1	no	2,700	2,700
Cold water reticulation	1	no	1,000	1,000
Hotwater unit and reticulation	1	no	1,800	1,800
Testing and commissioning	1	Item	700	700
Builder's work in connection	5	%	13,500	675
<b>Electrical services</b>				
Upgrade existing switchboard/EWIS panel	1	Item	1,200	1,200
Lighting	1	Item	3,000	3,000
Power	1	Item	1,700	1,700
Emergency lighting	1	Item	500	500
EWIS and fire detection	1	Item	1,000	1,000
Testing and commissioning	1	Item	500	500
Builder's work in connection	5	%	7,900	395
<b>Mechanical services</b>				
Exhaust ventilation to outlet outside wall	1	no	2,800	2,800
Minor alterations to existing AC system	1	Item	1,600	1,600
Testing and commissioning	1	Item	500	500
Builder's work in connection	5	%	4,900	245
<b>Subtotal: Services</b>				<b>27,615</b>

Item description	Quantity	Unit	Rate	Amount \$
<b>Builder's preliminaries, supervision, insurances, overheads and profit</b>				
Preliminaries, supervision, insurances, overheads and profit	1	Item	16,400	16,400
<b>Subtotal: Building works</b>				<b>107,245</b>
<b>Contingency allowances</b>				
Design contingency	5	%	107,245	5,362
Construction contingency	6	%	112,607	6,756
<b>Subtotal: Contingency allowances</b>				<b>12,119</b>
<b>Subtotal: Total construction cost</b>				<b>119,364</b>
<b>Other project costs</b>				
Consultants fees	13	%	119,364	15,517
Loose furniture		Note		Excluded
Information technology and communication		Note		Excluded
Signage	1	Item	1,000	1,000
Other fees, levies, etc.	1	Item	2,000	2,000
Project contingency sum	10	%	137,881	13,788
<b>Subtotal: Other project costs</b>				<b>32,305</b>
<b>Total project cost (excluding GST)</b>				<b>152,000</b>
<b>Key exclusions</b>				
Cost escalation after September 2019		Note		Excluded
Services infrastructure beyond perimeter wall		Note		Excluded



## 4.7 Design 1C: Without shower alternative door location

Item description	Quantity	Unit	Rate	Amount \$
<b>Area</b>				
Base area	16	m2		
<b>Construction</b>				
<b>Perimeter wall (finished both sides)</b>				
Stud frame	48	m2	90	4,320
Insulation	48	m2	20	960
Plasterboard	96	m2	60	5,760
Paint	96	m2	15	1,440
Skirting	18	m	25	450
Modifications to ceiling outside of perimeter wall	16	m2	150	2,400
<b>Subtotal: Perimeter wall</b>				<b>15,330</b>
<b>Fitout</b>				
Automatic sliding door and release button	1	no	7,000	7,000
Support frame for change table	1	Item	600	600
Supports for ceiling hoist	1	Item	3,200	3,200
Non-slip vinyl flooring	16	m2	130	2,080
Coved skirting	16	m	30	480
Vinyl splashback to basin, WC and shower	10	m2	120	1,200
Prepare substrate	16	m2	100	1,600
<b>Subtotal: Fitout</b>				<b>16,160</b>
<b>Equipment</b>				
Room coverage hoist	1	no	10,700	10,700
Adjustable height change table, 1800 mm long with side safety rail	1	no	13,100	13,100
Change table wipe dispenser	1	no	235	235
<b>Subtotal: Equipment</b>				<b>24,035</b>
<b>Sanitary fittings</b>				
800 – 900 mm long horizontal changing rails	2	no	500	1,000
Hand dryer	1	no	500	500
Sanitary product disposal bin	1	no	200	200
Incontinence pad disposal bin	1	no	200	200
Soap dispenser	1	no	200	200
Mirror 600 x 950 mm	1	no	600	600



Item description	Quantity	Unit	Rate	Amount \$
<b>Sanitary fittings (continued)</b>				
Retractable privacy screen 1900 mm long	1	no	2,300	2,300
Soap dish	1	no	80	80
Clothes hook	3	no	100	300
Large sling hook	1	no	200	200
Shelf 500 x 200 mm	2	no	200	400
Allowance for miscellaneous works	1	Item	5,000	5,000
<b>Subtotal: Sanitary fittings</b>				<b>10,980</b>
<b>Services</b>				
<b>Sanitary plumbing</b>				
Accessible WC including backrest and drop-down rails	1	no	3,500	3,500
Hand basin with integrated shelf	1	no	1,000	1,000
Basin mixer	1	no	600	600
Floor waste grate	1	no	200	200
Floor preparation, core hole, screed and regrade	1	no	2,000	2,000
Soil waste, vents and connect to perimeter wall	1	no	2,700	2,700
Cold water reticulation	1	no	1,000	1,000
Hotwater unit and reticulation	1	no	1,800	1,800
Testing and commissioning	1	Item	700	700
Builder's work in connection	5	%	13,500	675
<b>Electrical services</b>				
Upgrade existing switchboard/EWIS panel	1	Item	1,200	1,200
Lighting	1	Item	3,000	3,000
Power	1	Item	1,700	1,700
Emergency lighting	1	Item	500	500
EWIS and fire detection	1	Item	1,000	1,000
Testing and commissioning	1	Item	500	500
Builder's work in connection	5	%	7,900	395
<b>Mechanical services</b>				
Exhaust ventilation to outlet outside wall	1	no	2,800	2,800
Minor alterations to existing AC system	1	Item	1,600	1,600
Testing and commissioning	1	Item	500	500
Builder's work in connection	5	%	4,900	245
<b>Subtotal: Services</b>				<b>27,615</b>

Item description	Quantity	Unit	Rate	Amount \$
<b>Builder's preliminaries, supervision, insurances, overheads and profit</b>				
Preliminaries, supervision, insurances, overheads and profit	1	Item	16,900	16,900
<b>Subtotal: Building works</b>				<b>111,020</b>
<b>Contingency allowances</b>				
Design contingency	5	%	111,020	5,551
Construction contingency	6	%	116,571	6,994
<b>Subtotal: Contingency allowances</b>				<b>12,545</b>
<b>Subtotal: Total construction cost</b>				<b>123,565</b>
<b>Other project costs</b>				
Consultants fees	13	%	123,565	16,063
Loose furniture		Note		Excluded
Information technology and communication		Note		Excluded
Signage	1	Item	1,000	1,000
Other fees, levies, etc.	1	Item	2,000	2,000
Project contingency sum	10	%	142,629	14,263
<b>Subtotal: Other project costs</b>				<b>33,326</b>
<b>Total project cost (excluding GST)</b>				<b>157,000</b>
<b>Key exclusions</b>				
Cost escalation after September 2019		Note		Excluded
Services infrastructure beyond perimeter wall		Note		Excluded



## 4.8 Design 2: With shower rectangular

Item description	Quantity	Unit	Rate	Amount \$
<b>Area</b>				
Base area	15	m2		
<b>Construction</b>				
<b>Perimeter wall (finished both sides)</b>				
Stud frame	45	m2	90	4,050
Insulation	45	m2	20	900
Plasterboard	90	m2	60	5,400
Paint	90	m2	15	1,350
Skirting	17	m	25	425
Modifications to ceiling outside of perimeter wall	15	m2	150	2,250
<b>Subtotal: Perimeter wall</b>				<b>14,375</b>
<b>Fitout</b>				
Automatic sliding door and release button	1	no	7,000	7,000
Support frame for change table	1	Item	600	600
Supports for ceiling hoist	1	Item	3,200	3,200
Non-slip vinyl flooring	15	m2	130	1,950
Coved skirting	15	m	30	450
Vinyl splashback to basin, WC and shower	10	m2	120	1,200
Prepare substrate	15	m2	100	1,500
Shower base waterproofing	2	m2	200	400
<b>Subtotal: Fitout</b>				<b>16,300</b>
<b>Equipment</b>				
Room coverage hoist	1	no	10,700	10,700
Adjustable height change table 1800 mm long with side safety rail	1	no	13,100	13,100
Change table wipe dispenser	1	no	235	235
Telescopic shower curtains	2	no	790	1,580
<b>Subtotal: Equipment</b>				<b>25,615</b>
<b>Sanitary fittings</b>				
660 mm grabrail to shower	1	no	300	300
800 – 900 mm long horizontal changing rails	2	no	500	1,000
Hand dryer	1	no	500	500
Sanitary product disposal bin	1	no	200	200
Incontinence pad disposal bin	1	no	200	200

Item description	Quantity	Unit	Rate	Amount \$
<b>Sanitary fittings (continued)</b>				
Soap dispenser	1	no	200	200
Mirror 600 x 950 mm	1	no	600	600
Retractable privacy screen 1900 mm long	1	no	2,300	2,300
Shower seat 960 x 450 mm	1	no	500	500
Soap dish	1	no	80	80
Clothes hook	3	no	100	300
Large sling hook	1	no	200	200
Shelf 500 x 200 mm	2	no	200	400
Allowance for miscellaneous works	1	Item	5,000	5,000
<b>Subtotal: Sanitary fittings</b>				<b>11,780</b>
<b>Services</b>				
<b>Sanitary plumbing</b>				
Accessible WC including backrest and drop-down rails	1	no	3,500	3,500
Accessible shower including shower rose and tapware	1	no	2,000	2,000
Hand basin with integrated shelf	1	no	1,000	1,000
Basin mixer	1	no	600	600
Floor waste grate	1	no	200	200
Floor preparation, core hole, screed and regrade	2	no	2,000	4,000
Soil waste, vents and connect to perimeter wall	2	no	2,700	5,400
Cold water reticulation	1	no	1,000	1,000
Hotwater unit and reticulation	1	no	1,800	1,800
Testing and commissioning	1	Item	700	700
Builder's work in connection	5	%	15,500	775
<b>Electrical services</b>				
Upgrade existing switchboard/EWIS panel	1	Item	1,200	1,200
Lighting	1	Item	3,000	3,000
Power	1	Item	1,700	1,700
Emergency lighting	1	Item	500	500
EWIS and fire detection	1	Item	1,000	1,000
Testing and commissioning	1	Item	500	500
Builder's work in connection	5	%	7,900	395

Item description	Quantity	Unit	Rate	Amount \$
<b>Mechanical services</b>				
Exhaust ventilation to outlet outside wall	1	no	2,800	2,800
Minor alterations to existing AC system	1	Item	1,600	1,600
Testing and commissioning	1	Item	500	500
Builder's work in connection	5	%	4,900	245
<b>Subtotal: Services</b>				<b>34,415</b>
<b>Builder's preliminaries, supervision, insurances, overheads and profit</b>				
Preliminaries, supervision, insurances, overheads and profit	1	Item	18,400	18,400
<b>Subtotal: Building works</b>				<b>120,885</b>
<b>Contingency allowances</b>				
Design contingency	5	%	120,885	6,044
Construction contingency	6	%	126,929	7,616
<b>Subtotal: Contingency allowances</b>				<b>13,660</b>
<b>Subtotal: Total construction cost</b>				<b>134,545</b>
<b>Other project costs</b>				
Consultants fees	13	%	134,545	17,491
Loose furniture		Note		Excluded
Information technology and communication		Note		Excluded
Signage	1	Item	1,000	1,000
Other fees, levies, etc.	1	Item	2,000	2,000
Project contingency sum	10	%	155,036	15,504
<b>Subtotal: Other project costs</b>				<b>35,994</b>
<b>Total project cost (excluding GST)</b>				<b>171,000</b>
<b>Key exclusions</b>				
Cost escalation after September 2019		Note		Excluded
Services infrastructure beyond perimeter wall		Note		Excluded

# Liz's story

As a long-term advocate for Changing Places and disability rights, Liz was very pleased to hear about the change in the National Construction Code, which has been updated to include a new type of toilet: the Accessible Adult Change Facility. 'I think that's a fantastic step in the right direction.'

**From 1 May 2019, certain classes of public building – such as major shopping centres, sports venues, pools, museums, theatres, art galleries and airport terminals – will need to include the new Accessible Adult Change Facility.**

Liz is a trained social worker, who currently works as a customer experience officer in disability services. She enjoys an active social life, watching football at the MCG, movies, theatre and musicals.

Liz acknowledges that most people in the community are unlikely to understand how vital Changing Places are, 'Unless you have a high dependency issue and need the equipment (such as the hoist and adult change table), you're not going to understand what it's for.'

These days Liz finds that she can't look after herself as easily as she used to. Support workers are not allowed to lift her anymore, which means Changing Places are the only option. Having Changing Places available 'means I can be more comfortable, because I've got the option to go to the toilet... I can stay out longer, because I have the ability to change myself.'

Liz would like to see Changing Places at every airport in Australia, domestic and international, in arrivals and departures. Travelling and not being able to go to the toilet is pretty hard work.

The change to the National Construction Code will hopefully contribute to a greater awareness of the needs for people with a wide range of disabilities. 'More Changing Places means widening the boundaries experienced by people with severe physical disabilities and giving them a greater choice of places to go.'

Liz would like to see inclusion conversations with people with disabilities in the early stages of building development, to ensure a better understanding of what's required and why – to ultimately provide a better outcome for the whole community.



# Appendix 1

## A summary of the new design requirements for the Changing Places design specifications 2020

The list below provides a summary of the new requirements for the *Changing Places design specifications 2020*. These changes will apply from 1st April 2020. This change will not affect facilities which are accredited or have building approval.

New Changing Places design requirements include:

- An additional layout 'Design 1C: Without shower alternative door location' has been prepared, which shows a side entrance door and repositioning of the privacy screen.
- Room sizes are now provided as nominal dimensions, to assist in the preliminary phase of design. These sizes are not binding, allowing designers to prepare layouts for any room shape or size – as long as the required minimum circulation spaces are achieved.

### Toilet

- A shelf has been added beside the toilet pan for personal products.
- Shower-type curtains shall not be used as a privacy screen.
- Privacy screen height shall be no less than 1400 mm in height and no less than 1750 mm in length.
- The distance between the front of the pan and the privacy screen has been changed to 900 mm.
- Toilet-roll holders are now required to be provided on both drop-down grabrails.
- Flat elliptical grabrails can be used.
- Drop-down grabrails must remain locked in the upright position when raised.

### Washbasin

- Mirror heights have been amended.
- The dimension of 675 mm between the tap location and sidewall has been included.
- Basin minimum shelf size of 300 x 400 mm has been added.

### Change table

- Operable heights of minimum 400 – 900 mm have been included.
- Paper change table cover and dispenser have been deleted and replaced with a sanitising wipes dispenser.
- A minimum change table length of 1800 mm has been included.
- A minimum circulation space of 1100 mm has been included in front of the change table.
- The shelf size to the change table has been nominated.
- The extent of lighting above the change table has been nominated.
- Performance details for change tables have been added.

### Shower

- Shower seats to have front legs that extend to the floor.
- Shower curtains to be provided as two separate curtains with retractable or swing away curtain rods.

## Ceiling hoist

- Clearance to ceiling hoist transverse rail has been added and minimum ceiling height has been deleted.
- Performance details for hoists have been added.

## Circulation spaces

- Fixtures allowed to intrude into circulation spaces have been defined.

## Doors

- Dwell time of 9 seconds for doors to remain open has been included.
- Door controls for standalone Changing Places facilities shall be recessed into walls to prevent vandalism.
- Door control signage has been updated.

## Clothes and sling hooks

- Dimensions of clothes and sling hooks sizes have been included.

## Lighting

- Exclusion zones for lighting over the change table have been identified.

## Signage

- Requirements for operating instructions have been updated.
- A sign design has been prepared in accordance with NCC 2019 D3.6(g)(ii) that requires signage to be provided at accessible unisex sanitary facilities, other than one which incorporates an Accessible Adult Change Facility, to direct a person to the location of the nearest Accessible Adult Change Facility within that building.
- Typical change table operating instructions have been provided.
- Typical hoist operating instructions have been provided.

## Explanatory notes

Notes have been provided as additional commentary to assist designers. Information within the notes is not mandatory.





# Appendix 2

## Changing Places and the National Construction Code

Specification F2.9 'Provisions for Accessible Adult Change Facilities' was inserted into Part F2 of Volume One of the National Construction Code (NCC) in 2019. The intent of Specification F2.9 is simply to provide a minimum technical standard that prescribes how an Accessible Adult Change Facility is to be designed and the equipment, fixtures and fittings that must be included in each facility.

Since the publication of National Construction Code in May 2019, practitioners have sought clarification from the Australian Building Codes Board on whether they can continue to use the Changing Places technical standards, and if so, which signage should be attached to the facility.

### Relationship between the National Construction Code and the Changing Places design specifications 2020

Specification F2.9 is based on the Changing Places design, which provides guidance on how to construct a 'Changing Places' facility. A 'Changing Places' facility is one type of Accessible Adult Change Facility. Going beyond Specification F2.9 would still satisfy the requirements of the National Construction Code (NCC), provided all other applicable 'Deemed-to-Satisfy' (DtS) Provisions are complied with.

The Deemed-to-Satisfy Provisions are prescriptive – they include materials, components, design factors, and construction methods that, if used, are deemed to meet the Performance Requirements, hence the term 'Deemed-to-Satisfy'.

Specification F2.9 has been developed to provide an Accessible Adult Change Facility with the same intent and an equal level of functionality as would occur if the Changing Places technical standards were used. In this sense, compliance with the *Changing Places design specifications 2020* can be considered to be equivalent to Specification F2.9.

Although the wording and layout of the NCC Accessible Adult Change Facility is different to that of the *Changing Places design specifications 2020*, the outcome is the same. Therefore, a Performance Solution is generally not necessary if using the *Changing Places design specifications 2020*, except where it is proposed to use different signage (e.g. the Changing Places signage) in place of that shown in Specification F2.9.

## Using alternative signage

### Examples

Examples of where additional elements of the *Changing Places design specifications 2020* may be used, without undertaking a Performance Solution, are outlined below:

- A shower may be added, provided it complies with all other applicable Deemed-to-Satisfy Provisions, such as for waterproofing (refer to F1.7).
- An access control system may be installed to prevent misuse or vandalism of the facility. One type of access control is the Master Locksmiths Access Key (MLAK). This can be installed, provided it also complies with other applicable DtS Provisions, such as F2.5 to ensure the room can be accessed in an emergency (without a key).
- Installing a privacy screen, such as that shown in the *Changing Places design specifications 2020* layout diagrams.

This list is not intended to be complete or exhaustive. Rather, it simply reflects some additional features that have been the subject of practitioner enquiries. When considering additional features for an Accessible Adult Change Facility, it is important to check they are compatible with Specification F2.9, as well as all other applicable DtS Provisions.

Clause 10 of Specification F2.9 provides a generic design for use on signage to indicate the location of an Accessible Adult Change Facility. This differs from the signage design shown in the *Changing Places design specifications 2020*, and may also differ from that used on other third party-produced maps, websites, and smartphone Apps, such as the National Public Toilet Map.

In some cases, it may be desirable to use alternative signage to what is shown in Specification F2.9. It is important to also consider other applicable Deemed-to-Satisfy (DtS) Provisions, for example the braille and tactile signage requirements in Specification D3.6.

This is possible as a Performance Solution to meet Performance Requirement FP2.1 and DP1.

If the test of equivalence to the DtS Provisions (see A2.2(1)(b)) is used to support such a Performance Solution, **the following acceptance criteria should be applied:**

- The alternative signage should clearly convey the purpose of the facility.
- If the alternative signage is trademarked, you would need to obtain authorisation from the trademark owner to use their design, which may be subject to conditions of use.
- Any conditions attached to the use of the signage (e.g. a third-party accreditation or specifications of colour, size or placement) must be complied with.

## Further information

### Example using Changing Places signage

The Changing Places signage design is one alternative that could meet the criteria for a Performance Solution. This is because it is already widely used in Australia as well as the United Kingdom, which would support it being considered suitable to 'clearly convey the purpose of the facility'.

Use of the Changing Places signage is subject to trademark protection and as such can only be used with permission from Changing Places Australia, which is provided when the facility gains Changing Places accreditation from a Changing Places Assessor. Changing Places accreditation is not required by the NCC, but may be undertaken as a way to meet the Performance Solution criteria.

Further information about Specification F2.9 is provided in the *Guide to National Construction Code Volume One*, which can be viewed on the Australian Building Codes Board website: <[www.abcb.gov.au](http://www.abcb.gov.au)>.

Further information about Changing Places is available from the Changing Places website: <[www.changingplaces.org.au](http://www.changingplaces.org.au)>.

The National Public Toilet Map can be accessed at: <[www.toiletmap.gov.au](http://www.toiletmap.gov.au)> (Note: this website uses a different symbol to that shown in Specification F2.9). The National Public Toilet Map is provided and managed by the Commonwealth Department of Health.



# Appendix 3

## Changing Places Technical Advisory Team



From left: Bruce Bromley, Francesca Davenport and Helen Fearn-Wannan.

## Bruce Bromley

Bruce has over 35 years' experience in disability access, architectural design, documentation and project management and is an accredited access consultant with the Association of Consultants in Access, Australia.

Bruce has provided disability access consulting services on a range of large and complex projects in the private and government sectors – residential, retail, commercial, educational, public, health, aged care, aviation, public transport and industrial.

Bruce is also passionate about emergency evacuation and specialises in procedures and policy for people with disability. He is on the Australian Standards Development Committee FP-017 that develops AS 3745 Emergency Management Procedures.

Bruce is at the forefront of accessibility in Australia and this technical expertise saw him, co-author, the technical standards for Specialist Disability Accommodation 2019 and the Changing Places information guide and technical standards that provide the industry with a set of guidelines to provide enhanced change and sanitary facilities for adults with a disability.

## Helen Fearn-Wannan

Helen is an access consultant, accredited with the Association of Consultants in Access, Australia and a registered occupational therapist with nearly 20 years' experience in the area of building access, design and modification.

Helen previously worked with Scope Victoria where she had the opportunity to work closely with people with high support needs and the people who support them. It was here that Helen developed the specialist skills of understanding how people, space and technical equipment, including hoists and change tables, all need to work together to provide a change facility that meets everyone's needs with dignity and in safety.

Helen has been involved with Changing Places since its inception. The team developed the Changing Places design and technical reference for use in Australia and has been involved in the design and accreditation of over 30 Changing Places. Hearing the stories of how people's lives are being improved through the provision of Changing Places makes it all worthwhile.

Helen works for Architecture & Access and consults at all stages of documentation on a broad range of building projects including community, educational, commercial, health and government projects. She has championed the inclusion of Changing Places facilities in many settings and has recently seen their inclusion in university, community, aquatic, commercial and health projects.

## Francesca Davenport

Francesca Davenport is an architect and an accredited member of the Association of Consultants in Access, Australia.

Francesca specialises in design for healthcare, aged care, rehabilitation and accessibility, incorporating universal design principles. Her personal experience with mobility impairment and close involvement with issues of deafness and blindness have given her an invaluable insight into the requirements for access provisions for all.

She is a member of the National Access Work Group of the Australian Institute of Architects and was its Convenor from 2004 to 2014. In 2016 she was elevated to Life Fellow for her contribution to the advancement of the profession through the promotion and development of accessible design and guidelines.

In 2015 Francesca joined the team at Architecture & Access after leading the Health Science Planning Consultants Disability Access Consultancy for over 11 years. She has been a member of the Changing Places Technical Advisory Team since its inception in 2013.

# Appendix 4

## Glossary

### Accessible Adult Change Facility

Accessible Adult Change Facilities (AACF) is a definition under the National Construction Code (NCC) to describe sanitary facilities with additional features to assist people with more profound or complex disabilities who are unable to use standard accessible facilities independently. From 1 May 2019, the NCC (Specification F2.9) requires the construction of AACFs in the following public buildings:

- new or redeveloped shopping centres with a design occupancy greater than 3,500
- new museums, art galleries and theatres with a design occupancy greater than 1,500
- new stadiums with a design occupancy greater than 35,000
- new indoor aquatic facilities with a main pool area perimeter exceeding 70 m
- all new or redeveloped airports.

### Accreditation

The primary reason for having an accreditation process is to ensure that Changing Places are built to Changing Places standards so that users can have confidence that the facility is fit for purpose.

Meeting the specifications for Changing Places facilities also ensures compliance with requirements for AACFs (Specification F2.9).

Only Accredited Changing Places facilities are permitted to use the Changing Places logo and signage and are listed on the Changing Places Australia website.

### Adult Change Facility

The term Adult Change Facility (ACF) or Change Facility was used prior to 2019 when Accessible Adult Change Facilities were introduced under the 2019 National Construction Code. The term referred to facilities that were provided separate to and in addition to the accessible sanitary facilities and included some but not all of the design requirements of Changing Places such as an adult sized change table, ceiling track and hoist, peninsula pan and required circulation space. The National Public Toilet Map lists these toilets as Adult Change facilities.

### Alternative layouts

Alternative layouts provide different design options to the standard layouts. They still meet the requirements of the *Changing Places design specifications 2020* by achieving the required circulation spaces and hoist coverage for each component.

### Australian Building Codes Board

The Australian Building Codes Board (ABCB) addresses issues relating to safety, health, amenity and sustainability in the design and performance of buildings through the National Construction Code (NCC), and the development of effective regulatory systems and appropriate non-regulatory solutions, including product certification systems.

The Chair and Industry Board members are appointed by the Building Ministers' Forum, with the majority agreement of the State and Territory Ministers. The Government and Australian Local Government Association Board members are selected by the entities they represent.

## Australian Standards

Australian Standards (AS) are published documents setting out specifications and procedures designed to ensure products, services and systems are safe, reliable and consistently perform the way they are intended to. They establish a minimum set of requirements, which define quality and safety criteria.

Under the Australian Standards, R10 and R11 refer to ramp ratings and P3 and P4 refer to pendulum/wet rating (level of slip resistance).

## Building Code of Australia

The Building Code of Australia (BCA) is Volume One and Volume Two of the National Construction Code. (Volume One is relevant to Changing Places.)

## Changing Places

Changing Places are larger than standard accessible toilets and have additional features such as more space to meet the needs of people with complex disabilities and their carers. Each facility has a height adjustable adult change table, a ceiling track hoist system, and room for two people either side of a peninsula toilet. Changing Places toilets are built to the design specification as outlined in the *Changing Places design specifications 2020*.

Only facilities that have been accredited can be listed as Changing Places facilities on the Changing Places Australia website, or any other list or map of Changing Places in Australia, including the National Public Toilet Map.

## Changing Places Assessor

A Changing Places Assessor is a person suitably qualified to assess a Changing Places in order to approve the facility for accreditation. A list of Changing Places Assessors can be found on the Changing Places Australia website.

## Changing Places Australia website

The Changing Places Australia website was originally developed and administered by the Association for Children with a Disability (ACD) and is currently administered by the Department of Health and Human Services. The website is the main information channel for the initiative in Australia and contains a list of all accredited Changing Places facilities, the *Changing Places design specifications 2020*, registration and accreditation processes, news and contact information.

## Changing Places Technical Advisory Team

The group of people who have specific expertise in Changing Places. Where variations to the design specifications are identified, an assessment by the Technical Advisory Team will be undertaken to determine where variations will be accepted or where additional works or features are required.

## Deemed-to-Satisfy

A Deemed-to-Satisfy (DtS) Solution is achieved by following all the relevant Deemed-to-Satisfy Provisions in the National Construction Code.

## Marveloo

The Marveloo is one kind of portable Changing Places toilet, available for hire for events and festivals. The Marveloo design incorporates many of the features of a Changing Places facility including a ceiling track hoist system, height adjustable adult sized change table, additional circulation space and an accessible toilet.

## Master Locksmiths Access Key

The Master Locksmiths Access Key (MLAK) system is a national initiative developed by the Master Locksmiths Association. People with a disability can purchase an MLAK key that will open toilets, playground equipment and other facilities fitted with a lock that uses the special MLAK cylinder. MLAK allows people with a disability access to dedicated public facilities including Changing Places facilities, Liberty Swings, and Accessible Toilets located in National Parks and Council municipalities, which are often locked.

## National Construction Code

The National Construction Code (NCC) provides the minimum necessary requirements for safety and health, amenity and accessibility, and sustainability as part of the design, construction, performance and liveability of new buildings (and new building work in existing buildings) throughout Australia. It is a uniform set of technical provisions for public building work, plumbing and drainage installations throughout Australia whilst allowing for variations in climate and geological or geographic conditions.

## National Disability Insurance Scheme

The National Disability Insurance Scheme (NDIS) provides funding to enable Australians aged under 65 with permanent and significant disability to access supports and services.

## National Public Toilet Map

As part of the National Continence Program, the National Public Toilet Map (available via website or App) provides information on over 19,000 public toilets across Australia, including information about each toilet such as its accessibility features, opening hours and type of toilets. The map includes icons for both Changing Places facilities and Adult Change facilities.

## NCC Performance Requirements

Prescribe the minimum necessary requirements for buildings, building elements, and plumbing and drainage systems. They must be met to demonstrate compliance with the NCC.

## NCC Performance Solution

A tailored solution to meet the intended objective of the Performance Requirements.

## Statement of Compliance

A Changing Places Assessor will issue the facility manager with a Statement of Compliance when the accreditation process is complete.

## Universal design

Universal design is a design philosophy that ensures that products, buildings, environments and experiences are innately accessible to as many people as possible, regardless of their age, level of ability, cultural background, or any other differentiating factors that contribute to the diversity of our communities.

## Variations to the Requirements

Where a design varies from the requirements detailed in the *Changing Places design specifications 2020*, accreditation of the facility may still be possible if the facility can still be considered to meet the performance intent of a Changing Places facility. For example, existing buildings may have structural limitations that prevent full hoist coverage of the room.



# Acknowledgements

We would like to acknowledge the support of the many stakeholders involved in the Changing Places journey:

- those who have advocated for Changing Places in their local communities
- those who have advocated at higher levels for the inclusion of Changing Places in building codes
- state governments (especially in Victoria, Western Australia and South Australia) who have provided funding to build Changing Places
- the significant support of the private sector – many large shopping centres now have Changing Places and many more are planned.

The historical timeline outlines the key milestones for Changing Places in Australia.

We would also like to thank the many people who have contributed to the *Changing Places design specifications 2020*, including:

- the Changing Places Technical Advisory Team: Bruce Bromley, Helen Fearn-Wannan and Francesca Davenport, who updated the designs and technical specifications and provided valuable advice
- Australian Building Codes Board, Sharnie Markinson (QLD Government), Joe Manton (Access Institute), Lee Wilson (Subject Matter Expert for the Australian Building Codes Board) and Jack Mulholland (Maroondah City Council) for reviewing early drafts of the 2020 design specifications
- Maroondah City Council (led by Jack Mulholland), for their pioneering work in establishing Changing Places in Australia
- Don and Jessica, for permission to include the Marveloo photo featured on Page 9
- CHS Healthcare, for providing posters and hoist drawings
- the Victorian Government, for supporting this project.

Many thanks also to Liz, Mollie, Rebecca, Sarah, Debby and Michael, who generously shared their stories for the case studies in the *Changing Places design specifications 2020*.

To receive this publication in an accessible format [phone <03 8644 5971>](tel:0386445971), using the National Relay Service 13 36 77 if required, or [email <changingplaces@dhhs.vic.gov.au>](mailto:changingplaces@dhhs.vic.gov.au).

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Cover image: Hamer Hall







**10.2 Chief Executive Officer Reports**

Nil

## 10.3 Director Corporate and Community

### 10.3.1 Working Group Trial

<b>File Ref:</b>	COB/386
<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Maureen Keegan, Senior Governance Officer
<b>Responsible Manager:</b>	Greg Golinski, Manager Governance and Integrated Planning
<b>Executive:</b>	Karin Strachan, Director Corporate and Community
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
<b>Attachments:</b>	Nil

#### Summary

During a Strategic Briefing held on 1 October 2024, Elected Members and the Executive discussed various options improve the functionality of existing council committees to achieve improved outcomes for the community.

During the discussion, Councillors identified three existing committees as potential working groups. This was based on their structure, working style, outputs and, current commitment by members. These committees are:

- Disability Access and Inclusion Committee
- International Relations Committee
- Youth Advisory Council

The Council is requested to consider a trial period to run from February 2025 to July 2025, during this time the three committees will operate as formalised working groups in accordance with the City's Governance Framework. This arrangement allows for a period to assess their efficiency without the formal constraints that exist for committees established under section 5.8 of the *Local Government Act 1995*.

#### Executive Recommendation

That Council:

1. Trial the following committees as working groups commencing January to July 2025, retaining their existing terms of reference and membership composition:
  - a) Disability Access and Inclusion Committee
  - b) International Relations Committee
  - c) Youth Advisory Council
2. Request the CEO provide a report back to Council in August 2025 on the outcome of trial with recommendations.

*Voting Requirement: Simple Majority*

### Strategic Relevance

Pillar	People
Aspiration	A safe, healthy and connected community
Outcome 2	A growing hub of culture and creativity
Objective 2.1	Grow participation in arts, culture, and community events
Pillar	Prosperity
Aspiration	A strong and diversified economy
Outcome 12	A unique and desirable destination within the South West region
Objective 12.1	Develop and promote a competitive tourism offer to attract more visitors
Action	Support activities that promote and develop sister city relations

### Regional Impact Statement

N/A

### Background

#### Disability Access and Inclusion Committee (DAIC)

The City has received feedback from the committee members that the formalised processes associated with DAIC are difficult to understand and navigate and it is confusing for community members to know how to have input or advocate within these processes.

Attraction of members to a working group will increase as a working group also has a purposeful context which the community understands. Feedback from members who have resigned from DAIC has indicated that the Committee processes limit flexibility and that these structures create inaccessibility for members of the community. Feedback has also indicated that community members feel that they don't feel empowered to make suggestions/provide feedback as they do not feel confident in a "government space".

Increased decision-making opportunities – at times there have been concerns at DAIC meetings that quorum may not be met and that decisions will have to be deferred. This then requires rescheduling of meetings and agenda item's which can be challenging due to work commitments and availability of members.

#### International Relations Committee

The International Relations portfolio include formal agreements with Setagaya (Japan) Sister City 1992, Jiaying (China) Sister City 2000, and Nha Trang (Vietnam) Friendship City 2016.

The City also engages with other international communities, the City recently coordinated a visit from representatives of the City of Ezhou.

A review of the City's international relations was conducted by City Officers. Whilst the review focussed on the economic development opportunities via international relations as a whole it provided insight into the International Relations Committee and highlighted the benefits of this becoming a working group to allow independence from the formal committee structure enabling engagement at a community level across many facets of international celebration.

The committee currently consists of 9 community members and 2 Elected Members. The community members are described in the review as passionate and keen to broaden their engagement within the community. The members have begun to verbalise the current

structure is not working and there is no tangible input from the committee or opportunities to get involved.

The Executive Officer of the committee has suggested that further investigation into the Sister City Relationships and associated programs be reviewed outside of the committee and as a working group they can broaden their engagement with the community and undertake more.

#### Youth Advisory Council

The Youth Advisory Council (YAC) serves as vital platform for young people (12-25) to engage with the City, share their perspectives and contribute to decisions relating to Youth in the community.

The current structure of the formal committees is not working, and meetings are not held as quorums cannot be reached. The ability to join the meeting via electronic means is hampered by requiring the Mayors approval each time for each individual.

Restructuring the Council committee to a working group status would allow for increased informal meetings at various locations that suit the age group of the committee such as Koolambidi Woola.

### **Council Policy Compliance**

City of Bunbury Governance Framework

### **Legislative Compliance**

Formal committees of Council are established under section 5.8 of the *Local Government Act 1995*.

### **Officer Comments**

It is recommended to conduct a trial period of 6 months to assess the effectiveness of transitioning the three committees into working groups. Considering the Christmas break, the trial could start in January 2025 and conclude in July 2025, with outcomes reported back to Council in August 2025.

### **Analysis of Financial and Budget Implications**

N/A

### **Community Consultation**

Each of the 3 committees have been informed of the proposed trial.

### **Councillor/Officer Consultation**

Council staff who work with these committees have provided information for this report.

### **Applicant Consultation**

N/A



**Timeline: Council Decision Implementation**

Should Council endorse the recommendation this will come into effect in January 2025.

### 10.3.2 Bush Fire Local Law 2024 Undertakings

<b>File Ref:</b>	COB/5421
<b>Applicant/Proponent:</b>	Joint Standing Committee on Delegated Legislation
<b>Responsible Officer:</b>	Mark Allies, Team Leader Rangers and Emergency Management Maureen Keegan, Senior Governance Officer
<b>Responsible Manager:</b>	Sarah Upton, Manager Community Wellbeing Greg Golinski, Manager Governance
<b>Executive:</b>	Andrew McRobert, Director Sustainable Communities Karin Strachan, Director Corporate and Community
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
<b>Attachments:</b>	Nil

#### Summary

The purpose of this report is for Council to consider undertakings requested by the Joint Standing Committee on Delegated Legislation (the Committee) in relation to the City of Bunbury Bush Fire Brigade Local Law 2024 (the Local Law) gazetted 29 August 2024.

The Committee identified amendments to the Local Law that it requires be made within 6 months and is requesting a formal commitment from Council that it will consider these changes within the timeframe stipulated.

#### Executive Recommendation

That Council resolves to undertake to the Joint Standing Committee on Delegated Legislation that it will:

1. Within 6 months:
  - a. delete clause 2.3(3) of the Rules Governing the Operation of Bush Fire Brigade
  - b. correct the formatting errors in clauses 1.1(1), 1.4(1), 1.4(2), 3.2, 3.3, 3.S(a), 3.5(c), 3.S(d), 3.12, 6.1(1), 6.1(2), 4.3, 4.5(1), 4.5(2), 7.3(1), 7.4(5), 7.6(10) and Parts 7, 8 and 9
  - c. correct the incorrect clause references in clauses 9.3(2) and 9.5(6) and 9.5(7) correct the formatting errors in the First Schedule Rules Governing the Operation of Bush Fire Brigade clauses 2.1, 2.8, 2.9(3), 2.12(2), 4.2(2), 4.2(3) and 4.5(5)
  - d. correct the incorrect clause references in the First Schedule Rules Governing the Operation of Bush Fire Brigade clauses 2.7(2)(a), 2.10, 2.12(1)(a), 2.12(1)(b), 3.4(2), 3.4(4), 3.4(5), 3.5(3), 3.6(5), 4.1(1) and 4.1(3).
2. Not enforce the local law to the contrary before it is amended in accordance with undertaking 1.
3. Ensure all consequential amendments arising from the undertakings will be made.
4. Where the local law is made publicly available by the City, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertakings.

*Voting Requirement: **Absolute Majority required***

### **Strategic Relevance**

Pillar	Planet
Aspiration	A healthy and sustainable ecosystem
Outcome 6	an aware and resilient community equipped to respond to natural disasters and emergencies.
Objective 6.1	Minimise risks and impacts from fires, floods, heatwaves, and other natural disasters.

### **Regional Impact Statement**

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

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

### **At the Background**

At its ordinary meeting held on 13 August 2024, Council resolved to make the City of Bunbury Bush Fire Brigade Local Law 2024 (refer decision 166/24). The Local Law was gazetted on 29 August 2024 and came into operation on 12 September 2024.

As required by the *Local Government Act 1995*, the Committee has final veto of all local laws once enacted, and on this occasion has requested the City make amendments to the Bush Fire Brigade Local law within 6 months and contains amendments relating to formatting errors throughout the document and correction of clauses.

### **Council Policy Compliance**

N/A

### **Legislative Compliance**

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

### **Officer Comments**

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

### **Analysis of Financial and Budget Implications**

There are no financial or budget implications arising from the recommendations within this report. Any future amendment local law as a result of these undertakings can be accommodated within the 2024/25 budget.

### **Community Consultation**

Nil

**Councillor/Officer Consultation**

Nil

**Timeline: Council Decision Implementation**

A response advising the Committee of the Council's decision will be applied immediately.

**10.3.3 Schedule of Accounts Paid for the period 1 September 2024 to 30 September 2024**

<b>File Ref:</b>	COB/6615	
<b>Applicant/Proponent:</b>	Internal Report	
<b>Responsible Officer:</b>	David Ransom, Manager Finance	
<b>Responsible Manager:</b>	David Ransom, Manager Finance	
<b>Executive:</b>	Karin Strachan, Director Corporate and Community	
<b>Authority/Discretion:</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
<b>Attachments:</b>	Appendix 10.3.3-A: Schedule of Accounts Paid	

**Summary**

The City of Bunbury "Schedule of Accounts Paid" covering the period 1 September 2024 to 30 September 2024 is attached at Appendix 10.3.3-A. The schedule contains details of the following transactions;

1. Municipal Account – payments totalling \$15,718,272.51
2. Trust Account – payments totalling \$58,405.12
3. Visitor Information Centre Trust Account – payments totalling \$3,517.00

**Executive Recommendation**

The Schedule of Accounts Paid for the period 1 September 2024 to 30 September 2024 be received.

*Voting Requirements: Simple Majority*



## SCHEDULE OF ACCOUNTS PAID

For the period 01 September 2024 to 30 September 2024

### CITY OF BUNBURY

Municipal Account	2 - 41
Trust Account	42
Visitor Information Centre Trust Account	43

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

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
<b>Cheque Payments</b>				
00156811	03/09/2024	Cancelled		0.00
			Cancelled	
00156812	03/09/2024	Cancelled		0.00
			Cancelled	
00156813	03/09/2024	Cancelled		0.00
			Cancelled	
00156814	03/09/2024	Water Corporation		1,341.61
			INV 9006414256/AUG24 Sewer Volume Charges - 01/05/2023 to 01/05/2024	52.53
			INV 9006412437/AUG24 Sewer Volume Charges - 01/05/2023 to 01/05/2024	1,289.08
00156815	03/09/2024	Department of Transport - Marine Registrations		46.45
			INV 41000119286 Jetty Renewal Fee - LM0922	46.45
00156816	03/09/2024	C Jayasinghe		25.00
			INV REIMBURSE Reimbursement for Staff Training - Fundamentals of Geometric Road Design	25.00
00156817	12/09/2024	Aida Blackley		500.00
			INV Prize270824 Iluka Visions 2024 Prize	500.00
00156818	12/09/2024	Shire of Dardanup		550.00
			INV 34615 Annual Contribution to BGGC 2024/2025	550.00
00156819	12/09/2024	Water Corporation		4,847.38
			INV 9011486107/AUG24 SWSC Sewer Volume Charges - 01/04/2024 to 13/08/2024	2,274.98
			INV 9006418433/SEP24 Service Charges - 01/09/2024 to 31/10/2024	417.06
			INV 9006412437/SEP24 Service Charges - 01/09/2024 to 31/10/2024	2,155.34
00156820	18/09/2024	Charmaine Dianne Councillor		1,000.00
			INV INV-0016 Welcome to Country Noongar Country Exhibition Open	1,000.00
00156821	18/09/2024	Karrak Designs		2,000.00
			INV 698 Noongar Arts Program Fashion Slide Show - BRAG	2,000.00
00156822	18/09/2024	Petty Cash Recoup - Bunbury Wildlife Park		475.70
			INV 170924 Petty Cash	475.70
00156823	18/09/2024	Petty Cash Recoup - Art Gallery		200.75
			INV 300824 Petty Cash	200.75
00156825	18/09/2024	Water Corporation		5,347.48
			INV 9008894687/SEP24 Consumption & Service Charges - 15/7/2024 to 31/10/2024	196.08
			INV 9010357995/SEP24 Consumption & Service Charges -11/07/2024 to 31/10/2024	296.01
			INV 9017114574/SEP24 Service Charges - 01/09/2024 to 31/10/2024	51.88
			INV 9022481256/SEP24 Service Charges - 01/09/2024 to 31/10/2024	97.52
			INV 9006488132/SEP24 Service Charges - 01/09/2024 to 31/10/2024	257.29
			INV 9013554038/SEP24 Service Charges - 01/09/2024 to 31/10/2024	554.00
			INV 9023612545/SEP24 Service Charges - 01/09/2024 to 31/10/2024	234.47
			INV 9023690906/SEP24 Service Charges - 01/09/2024 to 31/10/2024	74.70
			INV 9006455090/SEP24 Service Charges - 01/09/2024 to 31/10/2024	74.70
			INV 9006440593/SEP24 Service Charges - 01/09/2024 to 31/10/2024	97.52
			INV 9006431881/SEP24 Service Charges - 01/09/2024 to 31/10/2024	645.30
			INV 9006424710/SEP24 Service Charges - 01/09/2024 to 31/10/2024	51.88
			INV 9006473635/SEP24 Service Charges - 01/09/2024 to 31/10/2024	120.35
			INV 9006421173/SEP24 Service Charges - 01/09/2024 to 31/10/2024	188.83
			INV 9006413544/SEP24 Service Charges - 01/09/2024 to 31/10/2024	211.65
			INV 9006495826/SEP24 Service Charges - 01/09/2024 to 31/10/2024	1,124.61
			INV 9006415152/SEP24 Service Charges - 01/09/2024 to 31/10/2024	234.47
			INV 9009784711/SEP24 Service Charges - 01/09/2024 to 31/10/2024	120.35
			INV 9008869844/SEP24 Service Charges - 01/09/2024 to 31/10/2024	120.35

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount	
			INV 9010734420/SEP24 Service Charges - 01/09/2024 to 31/10/2024	74.70	
			INV 9006479711/SEP24 Service Charges - 01/09/2024 to 31/10/2024	211.65	
			INV 9013424807/SEP24 Service Charges - 01/09/2024 to 31/10/2024	234.47	
			INV 9009036596/SEP24 Service Charges - 01/09/2024 to 31/10/2024	74.70	
00156826	25/09/2024	Alice Collard		4,000.00	
			INV NOONGARCOUNTRY24 Noongar Country 2024 Prize Winner - Noongar Oolama	4,000.00	
00156827	25/09/2024	Robyn Jean		2,000.00	
			INV NOONGARCOUNTRY24 Noongar Country 2024 Prize Winner - Noongar Oolama	2,000.00	
00156828	25/09/2024	Maya Hume		200.00	
			INV 261382 NAIDOC Painting for Exhibition at BREC	200.00	
00156829	25/09/2024	Petty Cash Recoup - City of Bunbury		732.60	
			INV 200924 Petty Cash	732.60	
00156830	25/09/2024	Subway Bunbury Parks (the Trustee for the Anderson Family Trust)		198.00	
			INV COB020924 De-escalation Training Catering	198.00	
00156831	25/09/2024	Water Corporation		5,492.32	
			INV 9011702404/SEP24 Consumption Charges - 08/07/24 to 06/09/2024	370.30	
			INV 9020372398/SEP24 Service Charges - 01/09/2024 to 31/10/2024	211.65	
			INV 9006438960/SEP24 Service Charges - 01/09/2024 to 31/10/2024	1,170.25	
			INV 9006494794/SEP24 Service Charges - 01/09/2024 to 31/10/2024	869.47	
			INV 9006414256/SEP24 Service Charges - 01/09/2024 to 31/10/2024	275.74	
			INV 9013424671/SEP24 Service Charges - 01/09/2024 to 31/10/2024	166.00	
			INV 9011600811/SEP24 Service Charges - 01/09/2024 to 31/10/2024	74.70	
			INV 9016188934/SEP24 Service Charges - 01/09/2024 to 31/10/2024	120.35	
			INV 9006413907/SEP24 Service Charges - 01/09/2024 to 31/10/2024	188.83	
			INV 9006428033/SEP24 Service Charges - 01/09/2024 to 31/10/2024	74.70	
			INV 9020636613/SEP24 Service Charges - 01/09/2024 to 31/10/2024	234.47	
			INV 9006438995/SEP24 Service Charges - 01/09/2024 to 31/10/2024	876.77	
			INV 9006503304/SEP24 Service Charges - 01/09/2024 to 31/10/2024	578.97	
			INV 9006415160/SEP24 Service Charges - 01/09/2024 to 31/10/2024	280.12	
				Total: Cheque Payments	\$28,957.29
<b>EFT Payments</b>					
7979.10065-02	04/09/2024	Malatesta Group Holdings Pty Ltd T/A Malatesta Road Paving & Hot Mix		79,138.00	
			INV SINV05566 Asphalt	200.00	
			INV SINV05587 Asphalt	200.00	
			INV SINV05569 Asphalt	290.00	
			INV SINV05602 Asphalt	200.00	
			INV SINV05592 Asphalt	200.00	
			INV SINV05582 Greenwaste Fee	300.00	
			INV SINV05591 Supply & Lay Asphalt - Bunbury Airport	77,748.00	
7979.10314-01	04/09/2024	Davenport Plumbing		7,887.97	
			INV 17470 Plumbing Repairs - SWSC	4,960.01	
			INV 17467 Plumbing Repairs - SWSC	2,460.00	
			INV 17468 Plumbing Repairs - SSAC	232.17	
			INV 17469 Plumbing Repairs - Administration	235.79	
7979.10325-01	04/09/2024	Family Pet Care Pty Ltd T/A Lawnswood Pty Ltd		160.00	
			INV CINV0008010 Animal Cremations	160.00	
7979.10437-01	04/09/2024	Telstra Limited		34.95	
			INV 9855808400/AUG24 Telephone Charges - BVIC	34.95	
7979.10497-01	04/09/2024	Artback NT Incorporated		4,400.00	
			INV 2365 Exhibition Fee For Some Like It Hot - BRAG	4,400.00	



**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
7979.10781-01	04/09/2024	South West Pets Bunbury Pty Ltd		1,621.95
			INV 10000001959 Bird Cage & Supplies - BWP	863.95
			INV 10000001950 BWP Animal Supplies	508.00
			INV 10000001960 Northern Spiny Tailed Gecko - BWP	250.00
7979.10795-01	04/09/2024	DocuSign Inc		10,625.46
			INV 111100378779 DocuSign eSignature Enterprise Pro Edition - Envelope Subscription	10,625.46
7979.10983-01	04/09/2024	Aussie Broadband Limited		4,055.01
			INV 41924293 Mobile Phone Charges - 17/08/2024 to 16/09/2024	4,055.01
7979.11000-01	04/09/2024	Executive Compass Pty Ltd		5,940.00
			INV INV-751 City of Bunbury Tourism Plan Consultants Fees	5,940.00
7979.11172-01	04/09/2024	Martins Environmental Services Pty Ltd		12,320.00
			INV 3230 Frank Buswell Foreshore - Equipment/Plant Supply	12,320.00
7979.11301-01	04/09/2024	Bunbury Indoor Beach Volleyball		126.48
			INV 1144 SWSC Cafe Supplies	31.62
			INV 1131 SWSC Cafe Supplies	31.62
			INV 1130 SWSC Cafe Supplies	31.62
			INV 1132 SWSC Cafe Supplies	31.62
7979.11333-01	04/09/2024	Great Minds Media		544.50
			INV INV-0471 Noongar Arts Program Promotional Video - BRAG	544.50
7979.1555-01	04/09/2024	Spurling Engineering		638.00
			INV 13578 Bollard Repairs	638.00
7979.1747-01	04/09/2024	U R Safe Pty Ltd		874.50
			INV 22227 Electric Fence Service - Animal Facility	874.50
7979.1790-01	04/09/2024	Western Australian Local Government Association (WALGA)		242.00
			INV SI-011657 Staff Training - eLearning Introduction to Local Government	242.00
7979.1838-01	04/09/2024	Synergy		51,543.65
			INV 178228490/AUG24 Electricity Charges - 16/07/2024 to 19/08/2024	3,258.16
			INV 776565900/AUG24 Electricity Charges - 16/07/2024 to 19/08/2024	2,345.15
			INV 376056180/AUG24 Electricity Charges - 16/07/2024 to 19/08/2024	579.17
			INV 969869630/AUG24 Electricity Charges - 16/07/2024 to 19/08/2024	6,903.34
			INV 958319710/AUG24 Electricity Charges - 16/07/2024 to 19/08/2024	1,118.04
			INV 184425710/AUG24 Electricity Charges - 21/06/2024 to 19/08/2024	130.05
			INV 953020910/AUG24 Electricity Charges - 19/07/2024 to 18/07/2024	127.71
			INV 202454690/AUG24 Electricity Charges - 16/07/2024 to 19/08/2024	5,426.38
			INV 394648190/AUG24 Electricity Charges - 21/06/2024 to 20/08/2024	239.36
			INV 376056750/AUG24 Electricity Charges - 16/07/2024 to 19/08/2024	748.77
			INV 274079010/AUG24 Electricity Charges - 16/07/2024 to 19/08/2024	11,279.55
			INV 249645210/AUG24 Electricity Charges - 25/06/2024 to 22/08/2024	118.97
			INV 370360330/AUG24 Electricity Charges - 20/06/2024 to 16/08/2024	819.96
			INV 423428390/AUG24 Electricity Charges - 18/06/2024 to 14/08/2024	81.64
			INV 614440990/AUG24 Electricity Charges - 21/06/2024 to 21/08/2024	369.84
			INV 407491810/AUG24 Electricity Charges - 25/07/2024 to 19/08/2024	1,252.81
			INV 176283230/AUG24 Electricity Charges - 18/06/2024 to 20/08/2024	283.03
			INV 978840750/AUG24 Electricity Charges - 26/06/2024 to 22/08/2024	532.02
			INV 194258760/AUG24 Electricity Charges - 16/07/2024 to 19/08/2024	788.18
			INV 337812770/AUG24 Electricity Charges - 16/07/2024 to 19/08/2024	1,158.17
			INV 292738910/AUG24 Electricity Charges - 22/06/2024 to 21/08/2024	126.93
			INV 401316100/AUG24 Electricity Charges - 18/06/2024 to 14/08/2024	351.63
			INV 436541150/AUG24 Electricity Charges - 01/07/2024 to 22/08/2024	97.48
			INV 819403950/AUG24 Electricity Charges - 21/06/2024 to 19/08/2024	352.92

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV 297214110/AUG24 Electricity Charges - 16/07/2024 to 19/08/2024	406.30
			INV 804080240/AUG24 Electricity Charges - 16/07/2024 to 19/08/2024	2,939.93
			INV 160946670/AUG24 Electricity Charges - 21/06/2024 to 19/08/2024	1,668.70
			INV 894693950/AUG24 Electricity Charges - 16/07/2024 to 19/08/2024	3,023.25
			INV 172400750/AUG24 Electricity Charges - 21/06/2025 to 19/08/2024	319.50
			INV 964286110/AUG24 Electricity Charges - 27/06/2024 to 26/08/2024	356.21
			INV 978187310/AUG24 Electricity Charges - 21/06/2024 to 20/08/2024	326.46
			INV 319438270/AUG24 Electricity Charges - 19/06/2024 to 15/08/2024	116.64
			INV 813072110/AUG24 Electricity Charges - 21/06/2024 to 19/08/2024	315.02
			INV 155651490/AUG24 Electricity Charges - 28/06/2024 to 26/08/2024	133.95
			INV 478182350/AUG24 Electricity Charges - 22/06/2024 to 20/08/2024	177.95
			INV 211563930/AUG24 Electricity Charges - 22/06/2024 to 21/08/2024	161.08
			INV 292963980/AUG24 Electricity Charges - 22/06/2024 to 20/08/2024	144.27
			INV 892965710/AUG24 Electricity Charges - 21/06/2024 to 20/08/2024	132.51
			INV 485944190/AUG24 Electricity Charges - 25/06/2024 to 22/08/2024	132.15
			INV 756355870/AUG24 Electricity Charges - 21/06/2024 to 19/08/2024	749.71
			INV 220548770/AUG24 Electricity Charges - 26/06/2024 to 23/08/2024	842.86
			INV 216487150/AUG Electricity Charges - 01/07/2024 to 21/08/2024	1,107.90
7979.1867-01	04/09/2024	Work Clobber - Bunbury		348.30
			INV 24-00017789 PPE Boots - Administration	161.10
			INV 24-00016686 PPE Boots - BRAG	187.20
7979.2136-01	04/09/2024	Leschenault Catchment Council (LCC) Incorporated		14,711.72
			INV 306 Natural Resource Management Services	14,711.72
7979.2202-01	04/09/2024	Woolworths Limited		115.22
			INV 9691201 Library Supplies	115.22
7979.2366-01	04/09/2024	T-Quip		1,483.85
			INV 131842#38 Mower Parts	1,483.85
7979.2453-01	04/09/2024	Dormakaba Australia Pty Ltd		1,309.00
			INV 35WA1247000 Automatic Door Maintenance - Senior Citizens Centre	280.50
			INV 35WA1247036 Automatic Door Maintenance - BRAG	280.50
			INV 35WA1247042 Automatic Door Maintenance - Library	374.00
			INV 35WA1247045 Automatic Door Maintenance - Museum	280.50
			INV 35WA1246974 Automatic Door Maintenance - BWP	93.50
7979.277-01	04/09/2024	Bunbury Hyundai and Volkswagen		167.02
			INV 60310B Wiper Blades - BY771	167.02
7979.292-01	04/09/2024	Bunbury Nissan		694.76
			INV 335231 Vehicle Parts - BY748	51.88
			INV 335320 Vehicle Service - BY748	642.88
7979.3093-01	04/09/2024	RTS Diesel South West		12,903.21
			INV 4091 Vehicle Maintenance - BY424U	491.15
			INV 4126 Vehicle Maintenance - BY2433A	3,990.03
			INV 4119 Vehicle Maintenance - BY719	270.05
			INV 4116 Vehicle Maintenance - BY763	1,492.85
			INV 4114 Vehicle Maintenance - BY2892A	572.00
			INV 4113 Vehicle Maintenance - BY605	448.25
			INV 4110 Vehicle Maintenance - BY2433A	270.05
			INV 4106 Vehicle Maintenance - BY751	1,137.40
			INV 4105 Vehicle Maintenance - BY751	1,267.75
			INV 4104 Vehicle Maintenance - 1GHY540	469.70
			INV 4103 Vehicle Maintenance - 1EZW305	385.00

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Municipal Account**

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
			INV 4087	Vehicle Maintenance - BY763	1,548.86
			INV 4084	Vehicle Maintenance - BY763	560.12
7979.3204-01	04/09/2024	PFD Food Services Pty Ltd			1,673.15
			INV LM700716	SWSC Cafe Supplies	1,673.15
7979.327-01	04/09/2024	Bunbury Veterinary Clinic			79.80
			INV 1/487934	Veterinary Services	79.80
7979.335-01	04/09/2024	Bunnings Group Limited			2,086.47
			INV 2179/01527055	Wet/Dry Vacuum - SWSC	299.00
			INV 2179/01689431	Fuel Mixing Bottles - Depot	79.80
			INV 2179/01442952	Hammer/Vice Grips/Tape Measures/Square - Depot	193.49
			INV 2179/01525598	Drill Set & Hooks - SWSC	223.48
			INV 2179/01442693	Tiles/Grout/Silicone - Koolambidi Woola	62.58
			INV 2179/01228975	Buckets - SWSC	23.40
			INV 2179/01228327	Hooks - SWSC	79.72
			INV 2179/01442108	Facia Board - Depot	67.03
			INV 2179/01443009	Fencing/Post/Gutterguard/Gloves - BWP	218.59
			INV 2179/01441335	Pressure Cleaner Supplies - Depot	132.23
			INV 2179/01689272	Plants - BWP	246.69
			INV 2179/01689271	Pond Accessories & Pump - BWP	460.46
7979.3376-01	04/09/2024	Sonic HealthPlus			980.98
			INV 3350751	Pre-Employment Medicals	490.49
			INV 3352788	Pre-Employment Medicals	490.49
7979.3428-01	04/09/2024	South West Academy of Sport			11,000.00
			INV IV00001315	2024/2025 Contribution to SW Academy of Sport	11,000.00
7979.371-01	04/09/2024	Carbone Bros Pty Ltd			19,254.57
			INV I107717	Crushed Limestone Basecourse	19,254.57
7979.3958-01	04/09/2024	JCW Electrical Pty Ltd			11,666.99
			INV 26331	Electrical Maintenance - Hands Oval	2,640.03
			INV 26584	Electrical Maintenance - Albert Road Pump Station	550.00
			INV 26458	Electrical Maintenance - Clifton Street	825.00
			INV 26588	Electrical Maintenance - Hay Park Multi Sports Pavilion	756.64
			INV 26587	Electrical Maintenance - BRAG	1,087.99
			INV 26527	Electrical Maintenance - BREC	609.94
			INV 26524	Electrical Maintenance - SWSC	133.68
			INV 26523	Electrical Maintenance - SWSC	179.50
			INV 26614	Electrical Maintenance - SWSC	194.26
			INV 26617	Electrical Maintenance - Bunbury Museum	128.70
			INV 26627	Electrical Maintenance - Senior Citizens Centre	1,992.75
			INV 26622	Electrical Maintenance - Bunbury Airport	2,568.50
7979.4167-01	04/09/2024	The Print Shop Bunbury			38.50
			INV 1662714	Youth Advisory Council Stickers for Youth Engagement Pop-Ups	38.50
7979.4505-01	04/09/2024	CipherTel Pty Ltd			3,300.00
			INV 16628	Depot Microwave Link - August 2024	3,300.00
7979.462-02	04/09/2024	Coca Cola Amatil (Aust) Pty Ltd			1,148.52
			INV 234726947	SWSC Cafe Supplies	1,148.52
7979.4644-01	04/09/2024	Silverfern Computers			715.00
			INV 20590	ManageEngine ServiceDesk Plus Enterprise Edition Subscription	715.00
7979.48-01	04/09/2024	Alinta Energy			5,784.75
			INV 195001594/AUG24	Gas Charges - 24/05/2024 to 21/08/2024	29.05
			INV 022001613/AUG24	Gas Charges - 27/05/2024 to 20/08/2024	5,668.95

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Municipal Account**

<i>Reference No.</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>		<i>Amount</i>
			INV 309001384/AUG24	Gas Charges - 28/05/2024 to 21/08/2024	86.75
7979.5362-01	04/09/2024	Invarion RapidPlan Pty Ltd			1,870.00
			INV 75E044410001	RapidPlan License Renewal 17/09/2024 to 16/09/2025	1,870.00
7979.5538-01	04/09/2024	Diesel Force			930.21
			INV 123	Vehicle Maintenance - BY776	461.43
			INV 122	Vehicle Maintenance - BY718	468.78
7979.5650-01	04/09/2024	Tint A Car Bunbury			150.00
			INV 12351	Vehicle Tint Repairs - BY771	150.00
7979.5699-01	04/09/2024	Specialty Feeds Pty Ltd			741.18
			INV 39577	Animal Feed - BWP	741.18
7979.5741-01	04/09/2024	Picton Tyre Centre Pty Ltd			2,886.00
			INV A83293	Tyre Repairs - BY721	1,303.00
			INV A83129	Tyre Repairs - 1GHY540	1,438.00
			INV A83123	Tyre Repairs - 1GHY540	145.00
7979.6087-01	04/09/2024	Taj Kempe			935.00
			INV INV-0335	Photography Services - BRAG	467.50
			INV INV-0342	Photography Services - Iluka Visions BRAG	467.50
7979.6221-01	04/09/2024	West Australian Newspapers Ltd - SWSC			83.89
			INV 73618082024	SWSC Newspapers	83.89
7979.6266-01	04/09/2024	CB Traffic Solutions Pty Ltd			1,540.00
			INV 16756	Traffic Management - Various Locations	385.00
			INV 16757	Traffic Management - Various Locations	1,155.00
7979.6333-01	04/09/2024	Equans Mechanical Services Australia Pty Ltd			1,194.05
			INV 2599568	Aircon Maintenance - SWSC	1,194.05
7979.6658-01	04/09/2024	Australian Institute of Management WA - Human Resources			3,264.00
			INV 7165795	Staff Training - Psychological Safety Course	1,088.00
			INV 7165794	Staff Training - Psychological Safety Course	1,088.00
			INV 7165793	Staff Training - Psychological Safety Course	1,088.00
7979.6695-01	04/09/2024	Art Install			1,386.00
			INV INV-0633	Art Transport / Sandra Hill Mossenson Gallery - BRAG	1,386.00
7979.6787-01	04/09/2024	McDonald Fencing			121.00
			INV INV-7484	Fence Repairs - Albert Road Pump Station	121.00
7979.6798-01	04/09/2024	WINC Australia Pty Ltd			1,428.53
			INV 9046007748	Stationery - Administration	25.92
			INV 9046004112	Stationery - Administration	1,402.61
7979.6875-01	04/09/2024	Country Landscaping Pty Ltd			964.78
			INV 26910	Retic Parts	433.26
			INV 26988	Retic Parts	531.52
7979.7125-01	04/09/2024	Ultimate Auto Service & Restoration Centre			368.50
			INV 233139	Plant Service - BY794	368.50
7979.7151-01	04/09/2024	Procure Locksmiths			426.80
			INV 19472	Lock Repairs - Hay Park Community Hall Parade Road	110.00
			INV 19473	Lock Repairs - Koolambidi Woola	316.80
7979.7326-01	04/09/2024	The Information Management Group Pty Ltd (TIMG)			55.00
			INV 95044917	Scanning of Records - August 2024	55.00
7979.777-01	04/09/2024	Garage Doors South West			3,157.00
			INV 25331	Roller Door Servicing - SES/Depot	3,157.00
7979.7776-01	04/09/2024	Down To Earth Training & Assessing			1,850.00
			INV 41548	Staff Training - Operate & Maintain Chainsaw Course	1,850.00
7979.7971-01	04/09/2024	Charlotte Anne White			2,020.00

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV INV-0138 Iluka Visions Artwork Installation - BRAG	620.00
			INV INV-0141 Workshop Facilitation Art Tutoring - BRAG	1,400.00
7979.8144-01	04/09/2024	WA Mechanical and Site Services		4,371.53
			INV INV-2367 Plant Service - BY2778A	212.69
			INV INV-2366 Plant Service - 1TZE951	373.93
			INV INV-2365 Plant Service - BY2562A	3,784.91
7979.8226-01	04/09/2024	Nutrien Ag Solutions Limited		1,199.00
			INV 911310436 Erosion Control Supplies - Trinity Rise	825.00
			INV 911347787 Wetting Agent	187.00
			INV 911329925 Wetting Agent	187.00
7979.9316-01	04/09/2024	West Australian Newspapers Ltd - Libraries		19.20
			INV 95928/AUG24 Newspapers - Library	19.20
7979.9343-01	04/09/2024	Advocado Legal Pty Ltd T/A Slee Anderson & Pidgeon		4,476.99
			INV 11742 Legal Fees	4,476.99
7979.9922-01	04/09/2024	The Trustee for the Easton Family Trust (Blue Steel Roofing)		16,857.50
			INV INV-0457 Clean Gutters - Museum	660.00
			INV INV-0459 Remove Damaged Shelter/Clean up - Withers Library	4,235.00
			INV INV-0460 Roof Maintenance - PCYC	11,962.50
7979.9981-01	04/09/2024	Aurion Corporation Pty Ltd		5,031.56
			INV HOS0023983 Aurion Licensing - July 2024	5,031.56
7981.10314-01	04/09/2024	Davenport Plumbing		3,434.40
			INV 17472 Plumbing Repairs - Lyon Sykes Foreshore	118.42
			INV 17471 Plumbing Repairs - Venezia Boulevard Pelican Point	183.32
			INV 17466 Plumbing Repairs - Kelly Park	188.82
			INV 17462 Plumbing Repairs - Powerboat Club	134.92
			INV 17461 Plumbing Repairs - Paisley Centre	175.62
			INV 17463 Plumbing Repairs - Koombana Bay	567.22
			INV 17473 Plumbing Repairs - Lyon Sykes Foreshore	251.90
			INV 17465 Plumbing Repairs - Wyalup Rocky Point	254.82
			INV 17464 Plumbing Repairs - Queens Gardens	1,559.36
7981.10781-01	04/09/2024	South West Pets Bunbury Pty Ltd		862.15
			INV I0000001956 BWP Animal Supplies	862.15
7981.10789-01	04/09/2024	Fleet Network Pty Ltd		3,412.45
			INV 136249 Novated Lease Payment - F/E 27/08/2024	3,412.45
7981.10879-01	04/09/2024	The Trustee for Auscam Family Trust T/A Totally Sound		2,013.00
			INV INV-16651 Iluka Visions Event Equipment Hire - BRAG	2,013.00
7981.11280-01	04/09/2024	Arbor Guy		10,285.77
			INV 100411 Tree Maintenance - South West Highway Bunbury Airport	6,132.17
			INV 100405 Tree Maintenance - South West Highway Bunbury Airport	4,153.60
7981.1778-01	04/09/2024	Volunteer South West Inc		220.00
			INV 607 Volunteer South West Membership Renewal 2024-2025	220.00
7981.1790-01	04/09/2024	Western Australian Local Government Association (WALGA)		18,565.80
			INV LGC24-239 WALGA LG Convention 2024 - Registration	1,723.80
			INV LGC24-238 WALGA LG Convention 2024 - Councillor Registration	16,842.00
7981.1867-01	04/09/2024	Work Clobber - Bunbury		390.80
			INV 24-00015741 Staff Uniforms - Administration	117.50
			INV 24-00013171 Staff Uniforms - BWP	273.30
7981.2453-01	04/09/2024	Dormakaba Australia Pty Ltd		6,213.83
			INV 35WA1247620 Automatic Door Maintenance - Koolambidi Woola	5,278.83
			INV 35WA1247133 Automatic Door Maintenance - Administration	374.00

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV 35WA1248119 Automatic Door Maintenance - Withers Library	93.50
			INV 35WA1248897 Automatic Door Maintenance - Depot	93.50
			INV 35WA1248933 Automatic Door Maintenance - SSAC	280.50
			INV 35WA1248946 Automatic Door Maintenance - Koombana Bay Kiosk	93.50
7981.3093-01	04/09/2024	RTS Diesel South West		12,169.19
			INV 4115 Vehicle Maintenance - BY2892A	904.31
			INV 4109 Vehicle Maintenance - BY1143	917.53
			INV 4098 Plant Weekly Maintenance - Various	553.85
			INV 4099 Plant Weekly Maintenance - Various	553.85
			INV 4100 Plant Weekly Maintenance - Various	553.85
			INV 4130 Plant Weekly Maintenance - Various	553.85
			INV 4132 Plant Weekly Maintenance - Various	553.85
			INV 4131 Plant Weekly Maintenance - Various	553.85
			INV 4112 Vehicle Repairs - BY775	7,024.25
7981.3665-01	04/09/2024	Prime Industrial Products Pty Ltd T/A Prime Supplies		71.99
			INV 260277717 Screws/Nuts/Washers	71.99
7981.3958-01	04/09/2024	JCW Electrical Pty Ltd		1,812.65
			INV 26621 Electrical Maintenance - Hay Park North Pavilion	1,501.90
			INV 26600 Electrical Maintenance - DC Foster Park	310.75
7981.5536-01	04/09/2024	CNW Pty Ltd		692.60
			INV 161214910 Electrical Supplies	569.40
			INV 161213974 Electrical Supplies	123.20
7981.6202-01	04/09/2024	Easisalary (Easifleet)		1,691.44
			INV 174373 Novated Lease Payment - F/E 27/08/2024	1,691.44
7981.6333-01	04/09/2024	Equans Mechanical Services Australia Pty Ltd		91.93
			INV 2585159 Aircon Preventative Maintenance - Shoe String Cafe	91.93
7981.6367-01	04/09/2024	Monique Tippett		500.00
			INV 16082024 SWAN Viewer's Choice Award 2024 - BRAG	500.00
7981.8015-01	04/09/2024	Aus Assist Pty Ltd T/A Council Direct		8,250.00
			INV 60011 Recruitment Advertising	8,250.00
7981.8051-01	04/09/2024	WOW Wipes		2,530.00
			INV 50815 WOW Wipes	2,530.00
7981.8144-01	04/09/2024	WA Mechanical and Site Services		1,683.49
			INV INV-2364 Plant Service - BY87273	333.01
			INV INV-2363 Plant Service - 1TTB990	158.49
			INV INV-2361 Plant Service - BY85920	196.19
			INV INV-2358 Plant Service - BY86659	211.04
			INV INV-2357 Plant Service - BY87273	196.19
			INV INV-2356 Plant Service - 1TZE951	196.19
			INV INV-2355 Plant Service - 1TTB990	196.19
			INV INV-2354 Plant Service - BY83795	196.19
7981.949-01	04/09/2024	Jacksons Drawing Supplies		69.00
			INV 24-00061568 Paint Supplies - BRAG	69.00
7981.9533-01	04/09/2024	Brayco Commercial Pty Ltd		3,647.00
			INV ON217637 Office Furniture - Hands Oval Pavilion	3,647.00
7982.10119-01	04/09/2024	V L Bartholomew		2,637.29
			INV ASN10115 Rates Refund	2,637.29
7982.11324-01	04/09/2024	T Collard		380.56
			INV ASN10347 Rates Refund	380.56
7982.11343-01	04/09/2024	GL & MA Carige		2,442.93

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV ASN1231 Rates Refund	2,442.93
7983.10248-01	05/09/2024	Karyn Rowe		280.00
			INV UMPIRE.29/08/24 SWSC Umpire Netball - 19/08/2024 to 29/08/2024	280.00
7983.10437-01	05/09/2024	Telstra Limited		4,125.44
			INV 4771557545/AUG24 Telephone Charges - Rainman Sims	489.77
			INV 4771557305/AUG24 Telephone Charges - Mobiles	3,635.67
7983.10671-01	05/09/2024	Therese Marie Price		196.00
			INV UMPIRE.29/08/24 SWSC Umpire Netball - 19/08/2024 to 29/08/2024	196.00
7983.11046-01	05/09/2024	Maddison Leyshon		168.00
			INV UMPIRE.29/08/24 SWSC Umpire Netball - 19/08/2024 to 29/08/2024	168.00
7983.11252-01	05/09/2024	Cassandra Ward		196.00
			INV UMPIRE.29/08/24 SWSC Umpire Netball - 19/08/2024 to 29/08/2024	196.00
7983.11367-01	05/09/2024	Rhiannon Leigh Wyszynski		137.90
			INV SWSC REFUND Refund - SWSC Swimming Lessons	137.90
7983.5931-01	05/09/2024	Nathan Gardiner		500.00
			INV 335 Wearable Art Workshop Preparation - BRAG	500.00
7983.6139-01	05/09/2024	Better Telco Solutions Pty Ltd		6,693.02
			INV 104711 Phone System UCaaS Installation	6,693.02
7983.6139-02	05/09/2024	Better Telco Solutions Pty Ltd		4,199.36
			INV 498609-263 Telephone Charges - Switchboard	4,199.36
7983.8498-01	05/09/2024	Kerrie Louise Bassett		140.00
			INV UMPIRE.29/08/24 SWSC Umpire Netball - 19/08/2024 to 29/08/2024	140.00
7983.8505-01	05/09/2024	Danielle Louise Butson		84.00
			INV UMPIRE.29/08/24 SWSC Umpire Netball - 19/08/2024 to 29/08/2024	84.00
7983.8506-01	05/09/2024	Teresa Maria Halligan		252.00
			INV UMPIRE.29/08/24 SWSC Umpire Netball - 19/08/2024 to 29/08/2024	252.00
7983.8507-01	05/09/2024	Julie Combes		476.00
			INV UMPIRE.29/08/24 SWSC Umpire Netball - 19/08/2024 to 29/08/2024	476.00
7983.8508-01	05/09/2024	Rebekka Flockton		252.00
			INV UMPIRE.29/08/24 SWSC Umpire Netball - 19/08/2024 to 29/08/2024	252.00
7983.8977-01	05/09/2024	Adrienne Giesler		84.00
			INV UMPIRE.29/08/24 SWSC Umpire Netball - 19/08/2024 to 29/08/2024	84.00
7983.929-01	05/09/2024	Institute of Public Works Engineering Australasia		3,410.00
			INV 36501 Staff Training - Professional Certificate AMP	3,410.00
7983.9488-01	05/09/2024	Libby Pense		140.00
			INV UMPIRE.29/08/24 SWSC Umpire Netball - 19/08/2024 to 29/08/2024	140.00
7983.9489-01	05/09/2024	Suzanne Howard		84.00
			INV UMPIRE.29/08/24 SWSC Umpire Netball - 19/08/2024 to 29/08/2024	84.00
7984.5062-01	20/09/2024	Department of Fire & Emergency Services		1,447,639.71
			INV 157802 2024/25 Emergency Services Levy - Quarter 1	1,447,639.71
7985.2753-01	20/09/2024	BP Australia Ltd		35,384.83
			INV 13377577 BP Fuel - August 2024	35,384.83
7985.3048-01	20/09/2024	Ampol (Caltex) Australia Petroleum Pty Ltd		12,436.26
			INV 486200 Ampol Fuel - August 2024	12,436.26
7986.10065-02	11/09/2024	Malatesta Group Holdings Pty Ltd T/A Malatesta Road Paving & Hot Mix		1,320.00
			INV SINV05634 Asphalt	200.00
			INV SINV05617 Asphalt	200.00
			INV SINV05657 Asphalt	200.00
			INV SINV05649 Asphalt	200.00
			INV SINV05631 Greenwaste Fee	415.00

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV SINV05646 Greenwaste Fee	105.00
7986.10123-01	11/09/2024	Southwest Irish Community Group Inc		27,000.00
			INV INV-0010 2024/25 Signature Grant Program - St Patrick's Day	27,000.00
7986.10314-01	11/09/2024	Davenport Plumbing		22,209.87
			INV 17506 Plumbing Repairs - SWSC	100.10
			INV 17500 Plumbing Repairs - Victoria Street	435.60
			INV 17501 Plumbing Repairs - ANZAC Park	5,191.51
			INV 17523 Plumbing Repairs - Bicentennial Gardens	7,686.25
			INV 17496 Plumbing Repairs - Mangles/Hastie Street	144.10
			INV 17505 Plumbing Repairs - Maidens Park	118.42
			INV 17504 Plumbing Repairs - Riveria Boulevard Pelican Point	150.87
			INV 17485 Plumbing Repairs - Riveria Boulevard Pelican Point	188.82
			INV 17503 Plumbing Repairs - SWSC	333.66
			INV 17502 Plumbing Repairs - Hay Park South Pavilion	699.51
			INV 17498 Plumbing Repairs - Koolambidi Woola	893.82
			INV 17497 Plumbing Repairs - Kelly Park	1,199.93
			INV 17486 Plumbing Repairs - Koombana Bay	496.82
			INV 17495 Plumbing Repairs - Paisley Centre	216.23
			INV 17487 Plumbing Repairs - Stephen St Exeloo	143.72
			INV 17494 Plumbing Repairs - Wyalup Rocky Point	2,659.59
			INV 17493 Plumbing Repairs - Koombana Bay	188.82
			INV 17492 Plumbing Repairs - Koolambidi Woola	143.72
			INV 17491 Plumbing Repairs - Back Beach	188.82
			INV 17490 Plumbing Repairs - Glen Iris	233.92
			INV 17489 Plumbing Repairs - Stephen Street Exeloo	222.92
			INV 17488 Plumbing Repairs - Queens Gardens	143.72
			INV 17525 Plumbing Repairs - Queens Gardens	429.00
7986.10327-01	11/09/2024	The Trustee for the Narasimha Swamy T/A Nightguard Security Service SW		323.63
			INV INV-3532 BRAG Event Security	323.63
7986.10333-01	11/09/2024	DV Battams & Others T/A Hopgood Ganim		1,650.00
			INV 505212 Legal Fees	1,650.00
7986.10447-03	11/09/2024	Cleanaway Pty Ltd (WASTE)		2,522.78
			INV 21808116 Sideloader Hire - 12/8/2024 to 26/8/2024	2,522.78
7986.10460-01	11/09/2024	Cutting Cart Property Pty Ltd T/As Dardanup Butchering Co		124.64
			INV BW381174 BWP Animal Feed	124.64
7986.10510-01	11/09/2024	Cat Haven		11.00
			INV CH040827 Cat Adoption Report - July 2024	11.00
7986.10647-01	11/09/2024	Go Transit Media Group Pty Ltd T/A Go Transit Australia		2,194.50
			INV 188207 Iluka Visions Advertising - BRAG	2,194.50
7986.10750-01	11/09/2024	D&L Studio Pty Ltd T/A Metal Artwork Badges		61.60
			INV 28064 Staff Badges	61.60
7986.10766-01	11/09/2024	Omnicom Media Group Australia Pty Ltd		287.02
			INV 1770582 Public Notice - Local Government Tenders	287.02
7986.10781-01	11/09/2024	South West Pets Bunbury Pty Ltd		706.35
			INV I0000001962 BWP Animal Supplies	636.35
			INV I0000001963 BWP Animal Supplies	70.00
7986.109-01	11/09/2024	Australia Post		3,804.08
			INV 1013476296 Postage - August 2024	3,804.08
7986.10942-01	11/09/2024	The Trustee for The Fletcher Family Trust T/A Southwest Soils and Landscapin		199.00
			INV 7110 Gravel Road Base - BWP	43.00



**City of Bunbury**  
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Reference No.	Date	Payee	Description	Amount
			INV 7171 Top Dress Sand	52.00
			INV 6976 Top Dress Sand	104.00
7986.10992-01	11/09/2024	Work Clobber Bunbury - Infrastructure		396.00
			INV 24-00018104 PPE Boots - Infrastructure	162.00
			INV 24-00018611 PPE Boots - Infrastructure	234.00
7986.11035-01	11/09/2024	Liven Australia Pty Ltd		129.80
			INV 2024-85212 BWP Monthly Subscription - September 2024	129.80
7986.11050-01	11/09/2024	Busselton Farmers Market		570.29
			INV IN00003943 BWP Animal Feed	105.98
			INV IN00004493 SWSC Cafe Supplies	180.46
			INV IN00003971 SWSC Cafe Supplies	178.95
			INV IN00004366 Animal Feed BWP	104.90
7986.111-01	11/09/2024	Australian Airports Association		792.00
			INV INV-0993 Staff Training - ARO/WSP Refresher Courses	792.00
7986.11235-01	11/09/2024	Wight and Emmett (Bensarcosa Pty Ltd)		380.90
			INV I0000013782 BWP Animal Feed	128.00
			INV I0000013805 BWP Animal Feed	252.90
7986.11280-01	11/09/2024	Arbor Guy		7,484.31
			INV 100322 Street Tree Maintenance - Barnes Crescent	4,728.24
			INV 100323 Street Tree Maintenance - Minninup Road	472.82
			INV 100324 Street Tree Maintenance - Woonar Street	945.65
			INV 100417 Tree Maintenance - BWP	1,337.60
7986.11293-01	11/09/2024	Nurul-Hannah Seddon		1,679.60
			INV 2 Art Installation - BRAG Exhibition	1,679.60
7986.11301-01	11/09/2024	Bunbury Indoor Beach Volleyball		63.24
			INV 1133 SWSC Cafe Supplies	31.62
			INV 1150 SWSC Cafe Supplies	31.62
7986.11334-01	11/09/2024	Learning with Technologies		194.70
			INV 510864 Apple iPad Cases - Library	194.70
7986.11345-01	11/09/2024	FVS Fire Services t/as Protector Fire Services		6,051.93
			INV 10093904 Fire Detection Control & Indicating Equipment Maintenance - SWSC	869.00
			INV 10094315 Fire Extinguisher - BY2433A	159.50
			INV 10094038 Fire Systems Planned Maintenance Services	4,594.43
			INV 10094289 Log Books - Administration/Council Chambers	214.50
			INV 10094208 Log Books - Library	214.50
7986.11346-01	11/09/2024	Andre Lipscombe		3,000.00
			INV 2 Writer Fee for Norton Catalogue - BRAG	3,000.00
7986.11360-01	11/09/2024	Myrtle Collective		565.68
			INV INV-0076 Swim School Digital Artwork - SWSC	565.68
7986.1256-01	11/09/2024	Newton Moore Senior High School		100.00
			INV 14779 Donation - 2024 Graduation Prize	100.00
7986.14-01	11/09/2024	Activ Foundation Incorporated		2,523.07
			INV INV127183 General Waste Removal - Holywell/Hayward Street	2,523.07
7986.1437-01	11/09/2024	Ricoh Business Centre (Emerge Office)		91.63
			INV 5900 Photocopier Meter Readings - Withers Library	91.63
7986.1463-01	11/09/2024	The Royal Life Saving Society WA Inc		616.00
			INV RLSSWAINV1999 Watch Around Water Wristbands - SWSC	616.00
7986.1536-01	11/09/2024	SOS Office Equipment		768.01
			INV SOS640516 Photocopier Meter Readings - BWP	97.49
			INV SOS640518 Photocopier Meter Readings - SWSC	437.77

**City of Bunbury**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV SOS640520 Photocopier Meter Readings - SWSC	180.92
			INV SOS640521 Photocopier Meter Readings - SWSC	51.83
7986.1555-01	11/09/2024	Spurling Engineering		3,459.50
			INV 13593 Rugby Goal Repairs - Hay Park	3,459.50
7986.1579-01	11/09/2024	Stirling Street Arts Centre		73,287.50
			INV 9331 Operational Funding 2024/2025 - Quarter 1	73,287.50
7986.1827-01	11/09/2024	Wesfarmers Kleenheat Gas Pty Ltd		28,668.51
			INV 963547 SWSC Gas Charges - August 2024	28,668.51
7986.1838-01	11/09/2024	Synergy		95,648.05
			INV 379241070/AUG24 Electricity Charges - 03/07/2024 to 28/08/2024	147.30
			INV 946266110/SEP24 Electricity Charges - 25/07/2024 to 24/08/2024	83,720.79
			INV 224851820/AUG24 Electricity Charges - 28/07/2024 to 27/08/2024	1,617.53
			INV 506257720/SEP24 Electricity Charges - 01/08/2024 to 31/08/2024	1,671.48
			INV 526183150/AUG24 Electricity Charges - 16/07/2024 to 19/08/2024	5,673.80
			INV 944110160/AUG24 Electricity Charges - 29/06/2024 to 27/08/2024	1,599.71
			INV 557784950/AUG24 Electricity Charges - 03/07/2024 to 28/08/2024	513.12
			INV 417384740/AUG24 Electricity Charges - 22/07/2024 to 15/08/2024	116.23
			INV 417384740/AUG24 Electrical Charges - 12/04/2024 to 21/07/2024	559.71
			INV 362135790/AUG24 Gas Charges - 27/07/2024 to 27/08/2024	28.38
7986.1867-01	11/09/2024	Work Clobber - Bunbury		115.05
			INV 24-00013698 Staff Uniforms - SWSC	115.05
7986.197-01	11/09/2024	BOC Limited		59.99
			INV 4037421538 Gas Charges - Depot	20.82
			INV 4037192956 Gas Charges - BWP	39.17
7986.2209-01	11/09/2024	Bidfood Australia (SWSC)		1,448.27
			INV I63770812.BRY SWSC Cafe Supplies	503.92
			INV I63784450.BRY SWSC Cafe Supplies	68.69
			INV I63828175.BRY SWSC Cafe Supplies	875.66
7986.2267-01	11/09/2024	Les Mills Asia Pacific		1,624.81
			INV LMB1262331 SWSC Gym Licence Fee - September 2024	1,624.81
7986.2273-01	11/09/2024	ABC Filters		55.00
			INV 35063 Filters - SWSC	55.00
7986.2579-01	11/09/2024	TJ Depiazzi & Sons		14,536.50
			INV INV-1742 Mulch	4,695.90
			INV INV-1861 Mulch & Soil Delivered - Depot	5,144.70
			INV INV-1864 Mulch & Soil Delivered - Depot	4,695.90
7986.2653-01	11/09/2024	Boyanup Botanical Nursery		264.80
			INV 24-00007185 Plants Supply	264.80
7986.2703-01	11/09/2024	South West Women's Health & Information		330.00
			INV 1362 Coffee Van - Museum Event / Family History Expo	330.00
7986.289-01	11/09/2024	Bunbury Mower Service Pty Ltd		624.80
			INV 74594#0 Mower Parts/Repairs	320.00
			INV 74593#0 Mower Parts/Repairs	30.00
			INV 74550#0 Chainsaw Parts - Chains/Chain Tension/Springs	274.80
7986.292-01	11/09/2024	Bunbury Nissan		317.59
			INV 335419 Vehicle Service - BY755	317.59
7986.3-01	11/09/2024	A & L Printers		274.00
			INV 65182 Noongar Country 2024 Printing Material - BRAG	274.00
7986.3093-01	11/09/2024	RTS Diesel South West		7,306.49
			INV 4102 Vehicle Repairs - BY775	1,958.30

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV 4083 Vehicle Repairs - BY749	1,569.30
			INV 4082 Vehicle Repairs - 1GJQ438	1,418.07
			INV 4070 Vehicle Repairs - 1GJQ438	2,360.82
7986.3167-01	11/09/2024	Perfect Landscapes		16,605.60
			INV INV-8841 Lawnmowing - Carey Park	5,472.50
			INV INV-8834 Lawnmowing - Picton	891.00
			INV INV-8833 Lawnmowing - Vittoria	1,094.50
			INV INV-8832 Lawnmowing - Pelican Point	1,309.00
			INV INV-8831 Lawnmowing - East Bunbury	4,912.60
			INV INV-8830 Lawnmowing - Glen Iris	2,926.00
7986.319-01	11/09/2024	Bunbury Tennis Club		10,000.00
			INV 6 Grant Funding - Tennis Club Rebound Wall 2024	10,000.00
7986.3204-01	11/09/2024	PFD Food Services Pty Ltd		2,453.60
			INV LM769943 SWSC Cafe Supplies	1,006.80
			INV LM756440 SWSC Cafe Supplies	1,446.80
7986.327-01	11/09/2024	Bunbury Veterinary Clinic		70.00
			INV 1/490369 Veterinary Services	70.00
7986.335-01	11/09/2024	Bunnings Group Limited		1,799.95
			INV 2179/00187581 Expansion Foam/Steel Wool - Depot	47.01
			INV 2179/01445065 Buckets/Blue Dy Paint/Expanding Foam - Depot	341.63
			INV 2179/01444630 Steel/Pond Liner/Paint/Garden Seed/Screws -BWP	407.30
			INV 2179/01445222 Screws/Drill Bit - BWP	48.28
			INV 2179/00187914 Seedling Pots/Native Fertiliser - Depot	82.06
			INV 2179/01444559 MDF Panel/Formply/Plywood - Koolambidi Woola	350.11
			INV 2179/01444299 Silicon - Depot	66.00
			INV 2179/00192597 Hooks - Library	33.46
			INV 2179/01440369 Brush Screening/Paint/PVC Pipe/Broom - BWP	68.78
			INV 2179/00227839 Sand/Brush Fencing/Kids Garden Tools/Globe -BWP	143.55
			INV 2179/01438465 Brush Screening/Paint - BWP	211.77
7986.3376-01	11/09/2024	Sonic HealthPlus		2,470.05
			INV 3355400 Pre-Employment Medicals	499.29
			INV 3355401 Pre-Employment Medicals	490.49
			INV 3357390 Pre-Employment Medicals	490.49
			INV 3357391 Pre-Employment Medicals	490.49
			INV 3363874 Pre-Employment Medicals	499.29
7986.3513-01	11/09/2024	Total Green Recycling		5,333.89
			INV INV16169 eWaste Processing	5,333.89
7986.3637-01	11/09/2024	MJB Industries Pty Ltd		7,579.87
			INV 14134 Drainage Materials - Forrest Park	4,784.21
			INV 13990 Drainage Pit Cover - Withers	2,516.91
			INV 14138 Concrete Wheel Stops - SWSC	278.75
7986.3834-01	11/09/2024	SecurePay Pty Ltd		42.57
			INV 606157 eServices Online Transactions	42.57
7986.3848-01	11/09/2024	Bunbury Farmers Market		129.97
			INV 10171 Catering - Histories Mysteries / Museum	129.97
7986.3935-01	11/09/2024	Pressure Masters		97.90
			INV 73254 Water Tank Lid Replacement - Graffiti Trailer	97.90
7986.3958-01	11/09/2024	JCW Electrical Pty Ltd		4,184.11
			INV 26720 Electrical Maintenance - Estuary Drive Pump Station	217.53
			INV 26693 Electrical Maintenance - Koombana Bay	2,891.34

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV 26725 Electrical Maintenance - SWSC	1,075.24
7986.4167-01	11/09/2024	The Print Shop Bunbury	INV 1663476 Printing - Museum	198.00
7986.4204-01	11/09/2024	Orbit Health & Fitness Solutions Pty Ltd	INV 771,025 SWSC Gym Equipment	387.80
7986.454-01	11/09/2024	Cleanaway Pty Ltd (SWSC)	INV 21808200 Bin Hire - SWSC	30.38
7986.462-02	11/09/2024	Coca Cola Amatil (Aust) Pty Ltd	INV 234777746 SWSC Cafe Supplies	1,511.01
7986.4712-01	11/09/2024	Light Application Pty Ltd	INV 88823 Remote Access Service Fee & Annual SaaS Subscription - Koolambidi Woola	1,595.00
7986.474-01	11/09/2024	Geographe Ford	INV L2133 Vehicle Purchase - BY762	67,824.07
			INV FOMSB102564 Vehicle Service - BY5089A	400.00
			INV FOC5B102565 Vehicle Service - BY778	116.00
7986.4984-01	11/09/2024	Talent Propeller Trust	INV IN797380 Website Job Vacancy Subscription	704.00
			INV IN797518 Website Job Vacancy Subscription	55.00
			INV IN797515 Website Job Vacancy Subscription	55.00
7986.4993-01	11/09/2024	Vorgee	INV 187476 SWSC Merchandise	1,131.90
7986.5036-01	11/09/2024	Environex International Pty Ltd	INV 324148 SWSC Chemicals & Cleaning Supplies	1,111.46
			INV 324236 SWSC Chemicals & Cleaning Supplies	97.59
7986.527-01	11/09/2024	Cross Security Services	INV INV-33293 Alarm System Maintenance - Koolambidi Woola	297.00
			INV INV-33294 Recommission PCYC Alarm System & Disconnect Inputs	600.00
			INV INV-33292 Alarm System Maintenance - Hay Park North Pavilion	282.25
7986.5395-01	11/09/2024	South West Indian Group Inc	INV 25/08/2024 Grant Program - Diwali Festival 2024	800.00
7986.5412-01	11/09/2024	Picton Civil Pty Ltd	INV P19789 Rock Pitching / Drainage Repairs - Depot	6,820.00
7986.5536-01	11/09/2024	CNW Pty Ltd	INV 161216432 Concrete Lid for Footpath	36.49
			INV 161217689 Electrical Supplies	1,012.00
			INV 161216910 Concrete Lids for Footpaths	464.09
7986.5650-01	11/09/2024	Tint A Car Bunbury	INV 12345 Vehicle Tint Repairs - BY701	77.00
7986.5725-01	11/09/2024	Officeworks Superstores Pty Ltd - Bunbury (50693711)	INV 606924881 Stationery - Museum	55.95
			INV 616181294 Stationery - Depot	149.27
			INV 616248155 Stationery - Depot	130.05
			INV 616250129 Stationery - Depot	954.95
			INV 606405457 Stationery - Library	197.33
7986.5741-01	11/09/2024	Picton Tyre Centre Pty Ltd	INV A83385 Tyre Repairs - BY83670	45.00
			INV J83006 Tyre Repairs - BY724	45.00
7986.6045-01	11/09/2024	IXOM Operations Pty Ltd	INV 6855223 Chlorine Gas - SWSC	348.50
7986.6137-01	11/09/2024	Woodlands Distributors & Agencies Pty Ltd		6,758.90

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV INV-0346 Compostable Dog Waste Bags	6,389.46
			INV INV-0335 Rangers and Emergency Services Supplies	369.44
7986.6221-01	11/09/2024	West Australian Newspapers Ltd - SWSC		190.82
			INV 73625082024 Newspapers - SWSC	85.88
			INV 73601092024 Newspapers - SWSC	104.94
7986.6333-01	11/09/2024	Equans Mechanical Services Australia Pty Ltd		10,350.18
			INV 2600352 Aircon Maintenance - InTown Lunch Centre	692.18
			INV 2600667 Aircon Maintenance - SWSC	2,915.00
			INV 2599336 Aircon Disposable Air Filters - SWSC	6,743.00
7986.6362-01	11/09/2024	Market Eating House		2,070.00
			INV INV-1425 Catering - Noongar Country Opening Event	2,070.00
7986.6532-01	11/09/2024	SG Fleet Australia Pty Ltd - Novated Leases		140.94
			INV 3405476 GST on Novated Leases - August 2024	140.94
7986.6592-01	11/09/2024	StrataGreen		2,332.00
			INV 167665 Coir Logs	2,332.00
7986.6798-01	11/09/2024	WINC Australia Pty Ltd		1,046.60
			INV 9046062094 Stationery - Depot	380.93
			INV 9046104268 Stationery - SWSC	288.24
			INV 9046076384 Stationery - SWSC	377.43
7986.6858-01	11/09/2024	Work Metrics Pty Ltd		154.00
			INV 41456 Subscription - On-line Induction Portal	154.00
7986.6875-01	11/09/2024	Country Landscaping Pty Ltd		839.81
			INV 27031 Retic Parts	646.36
			INV 27106 Hunter X-Core Controller	193.45
7986.7005-01	11/09/2024	Your Turn Events		352.00
			INV INV-563 Marquee Hire - South West Festival of Japan	352.00
7986.7025-01	11/09/2024	Peron Naturaliste Partnership Inc		21,347.26
			INV 2401 Annual Membership Contribution 2024/2025	21,347.26
7986.7151-01	11/09/2024	Procure Locksmiths		589.00
			INV 19514 Keys/Padlocks	589.00
7986.7254-01	11/09/2024	Bossea Pty Ltd T/A South West Recycling		66.00
			INV INV-9500 Collection of Confidential Bins	66.00
7986.7326-01	11/09/2024	The Information Management Group Pty Ltd (TIMG)		636.34
			INV 93833390 Offsite Records Storage Fee - August 2024	636.34
7986.739-01	11/09/2024	Brownes Food Operations Pty Ltd		1,256.70
			INV 17993084 SWSC Cafe Supplies	650.28
			INV 17981199 SWSC Cafe Supplies	606.42
7986.7403-01	11/09/2024	Safety & Rescue Equipment		165.00
			INV 11959 Car Museum Annual Roof Inspection	165.00
7986.7828-01	11/09/2024	J Pearce & A C Rochford T/A Supersonic Science		1,694.00
			INV SS01093B South West Science Fair 2024 Presenter	1,694.00
7986.7918-01	11/09/2024	Tutt Bryant Hire Pty Ltd		2,561.63
			INV 5236459 Machinery Hire Multi Tyred Roller	2,561.63
7986.792-01	11/09/2024	GHD Pty Ltd		2,417.53
			INV 112-0216349 Turkey Point Sampling & Analysis Quality Plan	2,417.53
7986.8033-01	11/09/2024	Essential Coffee Pty Ltd		1,571.80
			INV SI-00312635 SWSC Cafe Supplies	1,571.80
7986.8144-01	11/09/2024	WA Mechanical and Site Services		8,100.42
			INV INV-2370 Plant Maintenance - Generators	2,024.00
			INV INV-2373 Plant Service - BY87274	196.19

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV INV-2372 Plant Service - BY83670	196.19
			INV INV-2371 Plant Service - BY81669	258.50
			INV INV-2369 Plant Repairs - 1TUE400	1,658.56
			INV INV-2368 Plant Repairs - BY90900	3,766.98
7986.8226-01	11/09/2024	Nutrien Ag Solutions Limited		4,350.50
			INV 911379467 Fertiliser	3,564.00
			INV 911357049 Wire Rolls	275.00
			INV 911394775 Fencing Supplies - Forrest Park Pavilion	511.50
7986.8311-01	11/09/2024	Marchese Enterprises Pty Ltd t/as MJ Goods		1,405.00
			INV N19485 Bin Liners	170.00
			INV N19569 Auto Dispenser Soap Pod Refills	1,235.00
7986.8359-01	11/09/2024	Forestvale Trees Pty Ltd		3,316.50
			INV 17386 Plants and Trees	3,316.50
7986.8589-01	11/09/2024	J Carbone		470.00
			INV Reimburse060824 Reimbursement - Accommodation Expenses for Conference	470.00
7986.8880-01	11/09/2024	Iconic Property Services Pty Ltd		17,047.86
			INV PSIO38583 Cleaning Services - August 2024	16,578.71
			INV PSIO38531 Library August 2024 Extra Window Cleaning	469.15
7986.9316-01	11/09/2024	West Australian Newspapers Ltd - Libraries		144.00
			INV 95930/SEP24 Newspapers - Library	144.00
7986.954-01	11/09/2024	Jason Signmakers		197.12
			INV 40463 Bracket for Signage	197.12
7986.959-01	11/09/2024	Jetline Kerbing Contractors		20,995.70
			INV INV-1522 Path Installation - Timperley to Willoughby	20,995.70
7986.9625-01	11/09/2024	ATC Work Smart Inc		767.00
			INV INV012325 Staff First Aid Training	537.00
			INV INV012324 Staff First Aid Training	175.00
			INV INV012410 Staff First Aid Training	55.00
7986.9735-01	11/09/2024	Centurion Transport Co Pty Ltd T/A Centurion Transport		275.02
			INV SI0661751 Freight - BWP Animal Feed	275.02
7986.9822-01	11/09/2024	Forge Civil		3,272.50
			INV 1756 Machine Wet Hire - Bobcat	3,272.50
7986.9880-01	11/09/2024	Abbey Murray Photography		770.00
			INV INV-956 Photography Services - Museum	770.00
7986.9939-01	11/09/2024	The Trustee for Zephyr Park Trust T/A Bunbury Batteries & Radiators		615.00
			INV 137644 Battery - BY915U	615.00
7987.10894-01	27/09/2024	Councillor P Ramesh		2,856.50
			INV SITTING 2024/25 2024/25 Councillor Sitting Fees	2,856.50
7987.5425-01	27/09/2024	Mayor J De San Miguel		12,377.25
			INV SITTING 2024/25 2024/25 Mayoral Allowance & Sitting Fees	12,377.25
7987.5612-01	27/09/2024	Councillor M Steck		2,856.50
			INV SITTING 2024/25 2024/25 Councillor Sitting Fees	2,856.50
7987.5614-01	27/09/2024	Councillor K Steele		2,856.50
			INV SITTING 2024/25 2024/25 Councillor Sitting Fees	2,856.50
7987.6845-01	27/09/2024	Councillor T Smith		4,879.73
			INV SITTING 2024/25 2024/25 Deputy Mayoral Allowance & Sitting Fees	4,879.73
7987.6846-01	27/09/2024	Councillor T Brown		2,856.50
			INV SITTING 2024/25 2024/25 Councillor Sitting Fees	2,856.50
7987.7978-01	27/09/2024	Councillor K Turner		2,856.50
			INV SITTING 2024/25 2024/25 Councillor Sitting Fees	2,856.50

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
7987.7980-01	27/09/2024	Councillor C Kozisek		2,856.50
			INV SITTING 2024/25 2024/25 Councillor Sitting Fees	2,856.50
7987.9521-01	27/09/2024	Councillor M Quain		2,856.50
			INV SITTING 2024/25 2024/25 Councillor Sitting Fees	2,856.50
7987.9522-01	27/09/2024	Councillor G Ghasseb		2,856.50
			INV SITTING 2024/25 2024/25 Councillor Sitting Fees	2,856.50
7987.9523-01	27/09/2024	Councillor B Andrew		2,856.50
			INV SITTING 2024/25 2024/25 Councillor Sitting Fees	2,856.50
7988.10065-02	11/09/2024	Malatesta Group Holdings Pty Ltd T/A Malatesta Road Paving & Hot Mix		425.00
			INV SINV05661 Asphalt	200.00
			INV SINV05671 Greenwaste Fee	225.00
7988.10183-01	11/09/2024	Stantec Australia Pty Ltd T/A MWH Australia Pty Ltd		2,153.25
			INV 1954636 Bunbury Parking Strategy	2,153.25
7988.10314-01	11/09/2024	Davenport Plumbing		5,625.91
			INV 17544 Plumbing Repairs - Ned Myles Pavilion	677.77
			INV 17559 Plumbing Repairs - Withers Library	107.75
			INV 17558 Plumbing Repairs - Koolambidi Woola	462.57
			INV 17557 Plumbing Repairs - SWSC	86.90
			INV 17543 Plumbing Repairs - Lyon Sykes Foreshore	126.12
			INV 17542 Plumbing Repairs - Back Beach	126.12
			INV 17541 Plumbing Repairs - Big Swamp Park	111.10
			INV 17540 Plumbing Repairs - Jaycee Park	126.12
			INV 17538 Plumbing Repairs - Back Beach	126.12
			INV 17537 Plumbing Repairs - St Marks	126.12
			INV 17536 Plumbing Repairs - Stirling St Boat Ramp	72.60
			INV 17535 Plumbing Repairs - Pelican Point Riveria	162.42
			INV 17534 Plumbing Repairs - Koolambidi Woola	188.82
			INV 17533 Plumbing Repairs - Pelican Point Venezia	202.92
			INV 17532 Plumbing Repairs - Bus Station Toilets	230.04
			INV 17531 Plumbing Repairs - Pelican Point Riveria	188.82
			INV 17530 Plumbing Repairs - Maidens Park Toilets	188.82
			INV 17529 Plumbing Repairs - Back Beach Toilets	188.82
			INV 17528 Plumbing Repairs - Koolambidi Woola	143.72
			INV 17527 Plumbing Repairs - Bus Station Toilets	143.72
			INV 17526 Plumbing Repairs - Jaycee Park	143.72
			INV 17545 Plumbing Repairs - Koombana Bay	1,694.80
7988.10319-01	11/09/2024	Jillian Frances Green		450.00
			INV 5thJuly2024 Artist Fee for IOTA Conference - BRAG	450.00
7988.10345-01	11/09/2024	The Trustee for P & H Unit Trust T/A Laundry Services Bunbury		293.27
			INV INV-5001 Laundry Services for Meat Inspectors	151.86
			INV INV-4958 Laundry Services for Meat Inspectors	141.41
7988.10365-01	11/09/2024	Roy Galvin & Co Pty Ltd		1,362.24
			INV 1384434 Storm Water Pipe	1,362.24
7988.10437-01	11/09/2024	Telstra Limited		3.00
			INV 2405239282/SEP24 Telephone Charges - Rates SMS	3.00
7988.10447-02	11/09/2024	Cleanaway Pty Ltd (WASTE)		49,755.97
			INV 21805295 Recyclable Materials Disposal	49,755.97
7988.10499-01	11/09/2024	Leanne Shaw t/as Reboot Mindset Coaching		198.00
			INV INV-0191 Staff Professional Development Sessions - Depot	198.00
7988.10502-01	11/09/2024	CS Legal		374.00

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV 33850 2024/2025 Rates Debt Collection	374.00
7988.10559-01	11/09/2024	The Trustee for Bunbury Centa No2 Trust T/A Harvey Norman AV/IT Bunbury		1,966.00
			INV 1684343 Vacuums/Urn/Kettle - Library Community Hire Rooms	1,148.00
			INV 1682443 Portable Speaker - Koolambidi Woola / Youth Engagement	818.00
7988.10561-01	11/09/2024	DXC Red Rock Pty Ltd T/A Red Rock Consulting Pty Ltd		12,375.00
			INV 8131024108 HCM Cloud & CX Services & Support	12,375.00
7988.10608-01	11/09/2024	Candice Nannup		1,925.00
			INV 02092024 Noongar Arts Program Facilitation - BRAG	1,925.00
7988.10722-01	11/09/2024	Ready Industries Pty Ltd T/A 1300TempFence		11,476.96
			INV 726417 Temporary Fencing Hire - Forrest Park Pavilion	2,242.68
			INV 722290 Temporary Fencing Hire - Frank Buswell Reserve	4,215.53
			INV 733923 Temporary Fencing Hire - Forrest Park Pavilion	5,018.75
7988.10781-01	11/09/2024	South West Pets Bunbury Pty Ltd		1,638.25
			INV I0000001966 BWP Animal Feed	1,057.40
			INV I0000001969 BWP Animal Feed	580.85
7988.10875-01	11/09/2024	AAHR Investments Pty Ltd T/A Poolwerx Bunbury		795.70
			INV BAT-25 Public Art Service - Brother & Sister / Revolving	795.70
7988.10992-01	11/09/2024	Work Clobber Bunbury - Infrastructure		4,052.18
			INV 24-00016356 Staff Uniforms - Infrastructure	503.29
			INV 24-00018634 Staff Uniforms - Infrastructure	242.74
			INV 24-00018618 Staff Uniforms - Infrastructure	421.38
			INV 24-00018617 Staff Uniforms - Infrastructure	326.56
			INV 24-00018491 Staff Uniforms - Infrastructure	126.50
			INV 24-00018410 Staff Uniforms - Infrastructure	656.73
			INV 24-00017471 Staff Uniforms - Infrastructure	79.77
			INV 24-00018391 Staff Uniforms - Infrastructure	315.27
			INV 24-00017472 Staff Uniforms - Infrastructure	590.64
			INV 24-00019363 PPE Boots - Infrastructure	190.80
			INV 24-00019393 PPE Boots - Infrastructure	190.80
			INV 24-00018777 PPE Boots - Infrastructure	190.80
			INV 24-00019453 PPE Boots - Infrastructure	216.90
7988.11050-01	11/09/2024	Busselton Farmers Market		113.56
			INV IN00004790 BWP Animal Feed	113.56
7988.11100-01	11/09/2024	Bunbury Sea Shanty Festival Inc		13,000.00
			INV 9 2024/25 Grant Program - Sea Shanty Festival 2025	13,000.00
7988.11241-01	11/09/2024	EnvisionWare Australia Pty Ltd		4,850.45
			INV INV-AU-0138 Envisionware Renewal - 1/12/2024 to 30/11/2025	4,850.45
7988.11280-01	11/09/2024	Arbor Guy		21,187.60
			INV 100325 Street Tree Maintenance - Stockley Road	945.65
			INV 100339 Street Tree Maintenance - Latrielle Road	332.64
			INV 100340 Street Tree Maintenance - Cranbrook Way	2,661.12
			INV 100357 Street Tree Maintenance - Estuary Drive	5,380.91
			INV 100451 Street Tree Maintenance - Dillon Street	1,504.01
			INV 100453 Street Tree Maintenance - Wilkerson Way	361.15
			INV 100452 Street Tree Maintenance - Preston Street	1,418.47
			INV 100448 Street Tree Maintenance - Elizabeth Crescent	4,535.54
			INV 100447 Street Tree Maintenance - Wittenoom Street	261.95
			INV 100446 Street Tree Maintenance - Adam Road	1,347.20
			INV 100445 Street Tree Maintenance - Mawson Place	2,438.96
7988.11301-01	11/09/2024	Bunbury Indoor Beach Volleyball		126.48



**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV 1173 SWSC Cafe Supplies	31.62
			INV 1172 SWSC Cafe Supplies	31.62
			INV 1171 SWSC Cafe Supplies	31.62
			INV 1170 SWSC Cafe Supplies	31.62
7988.11350-01	11/09/2024	Brett Nannup		1,000.00
			INV 026-2024BN Noongar Country Judging Fee - BRAG	1,000.00
7988.11351-01	11/09/2024	Bandicoot Publishing Pty Ltd		258.50
			INV 2408214 BRAG Exhibition Advertising	258.50
7988.11352-01	11/09/2024	PTG Consulting Pty Ltd		8,119.10
			INV INV-950 Bicentennial Square Precinct Plan Project - Traffic Plan 2024	8,119.10
7988.11358-01	11/09/2024	Health Management Group Pty Ltd (HMG Direct)		7,051.00
			INV INV-26556 Fitout First Aid/Medical Room - Hands Oval	7,051.00
7988.11365-01	11/09/2024	Legalwise Seminars Pty Ltd		1,010.00
			INV AUR-7245 Staff Training Course - Commercial Leasing	505.00
			INV AUR-7246 Staff Training Course - Commercial Leasing	505.00
7988.11370-01	11/09/2024	Bloom and Box Bunbury		450.00
			INV 147 Catering - Setagaya Branded Cookies	450.00
7988.11379-01	11/09/2024	B Smith		8,000.00
			INV RELOCATE Director Relocation Allowance	8,000.00
7988.1299-01	11/09/2024	Pacific Biologics Pty Ltd		3,168.00
			INV 20240792 Mosquito Control Supplies	3,168.00
7988.1536-01	11/09/2024	SOS Office Equipment		137.23
			INV SOS640512 Photocopier Meter Readings - BRAG	137.23
7988.1552-01	11/09/2024	Spotlight		420.35
			INV 84010432389 Curtin Ends/Tension Rod Springs - Library	80.00
			INV 84020537784 Iluka Visions Supplies - BRAG	47.70
			INV 84060170125 Noongar Arts Program Supplies - BRAG	247.65
			INV 84020521417 Iluka Visions Supplies - BRAG	45.00
7988.1710-01	11/09/2024	Total Hygiene Services		7,414.31
			INV INV-8793 Sanitary Disposal Service - 01/06/2024 to 30/09/2024	7,414.31
7988.1746-01	11/09/2024	Bunbury Tyrepower		400.00
			INV 1408209 Tyre Disposal	400.00
7988.1830-01	11/09/2024	West Australian Newspapers Ltd - Advertising		4,787.64
			INV 1009146220240831 Advertising - August 2024	4,787.64
7988.1838-01	11/09/2024	Synergy		1,292.91
			INV 361833700/SEP24 Electricity Charges - 16/07/2024 to 19/08/2024	1,226.67
			INV 435956610/AUG24 Hands Oval Pavilion Account Establishment	66.24
7988.1867-01	11/09/2024	Work Clobber - Bunbury		5,298.66
			INV 24-00018738 Staff Uniform - Administration	189.75
			INV 24-00005570 Staff Uniform - SWSC	4,681.69
			INV 24-00018882 Staff Uniform - Councillor	206.80
			INV 23-00023736 Staff Uniform - Administration	220.42
7988.2424-01	11/09/2024	Sportsworld of WA		385.00
			INV 144608 Dive Sticks/Soakers - SWSC	385.00
7988.283-01	11/09/2024	Bunbury Machinery		371.78
			INV SIB57945 Tough Stuff and Broom	371.78
7988.2885-01	11/09/2024	Disk Bank		592.35
			INV INV-17807 Audio CD Cases - Library	592.35
7988.289-01	11/09/2024	Bunbury Mower Service Pty Ltd		18,683.35
			INV 74617#0 Replace Small / Minor Plant - Blowers/Brush Cutters & Accessories	17,833.35

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV 74626#9 Earthway B/Cast Spreader	850.00
7988.292-01	11/09/2024	Bunbury Nissan		386.00
			INV 335739 Vehicle Service - BY226Y	386.00
7988.2925-01	11/09/2024	The Trustee for Supersealing Unit Trust T/A Supersealing		1,584.00
			INV 035183 Bitumen Repair Products	1,584.00
7988.299-02	11/09/2024	WA Police & Community Centres (PCYC) Bunbury		51,985.68
			INV C1NV0001108 PCYC Reimbursement Temporary Fence Storm Damage	7,293.43
			INV CINV0001109 PCYC Security Guards Reimbursement May to July 2024	41,775.00
			INV CINV0001110 PCYC Temporary Fencing Reimbursement Storm Damage	1,570.25
			INV CINV0001111 PCYC CCTV Camera Reimbursement Storm Damage	1,347.00
7988.3204-01	11/09/2024	PFD Food Services Pty Ltd		3,923.95
			INV LM866804 BWP Kiosk Supplies	933.35
			INV LM835636 SWSC Cafe Supplies	471.10
			INV LM822890 SWSC Cafe Supplies	1,337.05
			INV LM850753 SWSC Cafe Supplies	1,182.45
7988.335-01	11/09/2024	Bunnings Group Limited		2,925.58
			INV 2179/01447993 Postcrete	589.20
			INV 2179/00199093 Hooks	94.05
			INV 2179/00199095 Hose	65.92
			INV 2179/01448118 Ladders/Bracket/Angle - BWP	632.67
			INV 2179/01447995 Ant Dust/Insect Surface Spray/Duct Tape - Depot	147.76
			INV 2179/01150953 Stick Vacuum - SWSC	569.05
			INV 2179/00196893 Paint, Grip Tape, Handle, Hooks - SWSC	198.13
			INV 2179/01447944 Screws - Koolambidi Woola	132.90
			INV 2179/01447946 Pine Structural - Koolambidi Woola	495.90
7988.3531-01	11/09/2024	Redman Solutions Pty Ltd		5,781.60
			INV INV-200807537 Archive Manager Annual Support - 360 User	5,781.60
7988.3665-01	11/09/2024	Prime Industrial Products Pty Ltd T/A Prime Supplies		1,595.00
			INV 240454941 Bollards	1,595.00
7988.3848-01	11/09/2024	Bunbury Farmers Market		54.99
			INV 10325240046 Bouquet - Courtesy Gift to Consul General of Japan in Perth	54.99
7988.3888-01	11/09/2024	Greenacres Turf Farm		13,206.88
			INV 67154 Turf - Hay Park Soccer	13,206.88
7988.3901-01	11/09/2024	JG Abberton & Others T/A Lavan		679.25
			INV 726331 Legal Fees	679.25
7988.3958-01	11/09/2024	JCW Electrical Pty Ltd		14,104.06
			INV 26695 Electrical Maintenance - Hands Oval	10,779.13
			INV 100047 Electrical Maintenance - Hands Oval	3,324.93
7988.4355-01	11/09/2024	Queensbury Information Technologies Pty Ltd		495.00
			INV 1013 Annual Gateway Fee - 01/10/2023 to 30/09/2024	495.00
7988.4567-01	11/09/2024	People Sense		1,937.73
			INV 40800 EAP Counselling	1,937.73
7988.462-01	11/09/2024	Coca Cola Amatil (Aust) Pty Ltd		511.22
			INV 234827912 BWP Kiosk Supplies	511.22
7988.462-02	11/09/2024	Coca Cola Amatil (Aust) Pty Ltd		792.58
			INV 234827931 SWSC Cafe Supplies	792.58
7988.4891-01	11/09/2024	Data#3 Ltd		57,008.38
			INV SIN000233643 FortiGate-90G 1 Year Enterprise Protection	2,896.93
			INV SIN000232849 Adobe Acrobat Pro DC/Creative Cloud & InDesign for Teams Government Annual Subscription	54,111.45
7988.4899-01	11/09/2024	Mastec Australia Pty Ltd		1,529.00

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV INV18046 Mini Bins	1,529.00
7988.4984-01	11/09/2024	Talent Propeller Trust		6,514.75
			INV IN798037 Recruitment Advertising	2,524.50
			INV IN798040 Recruitment Advertising	3,990.25
7988.50-01	11/09/2024	Onsite Rental Group Operations Pty Ltd		7,135.30
			INV 3870993 Portable Toilets Hire - Forrest Park	2,331.92
			INV 3859192 Portable Toilets Hire - Forrest Park	2,967.16
			INV 3870994 Portable Toilets Hire - Hands Oval	942.86
			INV 3859193 Portable Toilets Hire - Hands Oval	893.36
7988.5366-01	11/09/2024	YouthCARE		13,200.00
			INV ARINV02234 2024/2025 Operational Funding	13,200.00
7988.5412-01	11/09/2024	Picton Civil Pty Ltd		5,775.00
			INV P19974 Machinery Hire Grader - Forrest Park	5,775.00
7988.5426-01	11/09/2024	Bunbury Mazda		330.70
			INV 803590 Vehicle Service - BY724	330.70
7988.5536-01	11/09/2024	CNW Pty Ltd		1,683.76
			INV 161217998 Electrical Supplies	1,683.76
7988.5725-01	11/09/2024	Officeworks Superstores Pty Ltd - Bunbury (50693711)		101.29
			INV 606210670 Stationery - Depot	101.29
7988.591-01	11/09/2024	Landgate		1,106.63
			INV 396406 2024/2025 Interim Rates Schedule	1,075.03
			INV 1411430 Certificate of Title Searches - Engineering	31.60
7988.6081-01	11/09/2024	Marketforce Pty Ltd		1,408.00
			INV 43464 Bunbury Brighter - Incentives for Focus Groups Attendees	1,408.00
7988.6095-01	11/09/2024	PVR Industrial Pty Ltd		1,865.58
			INV R21376 Pump Replacement - Depot	1,521.83
			INV R21375 Pump Service - BWP	343.75
7988.6592-01	11/09/2024	StrataGreen		4,403.78
			INV 167538 Landscaping Supplies	4,403.78
7988.6638-01	11/09/2024	Parlan Pty Ltd T/A Environmental and Agricultural Testing Services		4,972.00
			INV INV-6451 Groundwater Monitoring & Reporting	4,972.00
7988.6847-01	11/09/2024	Trophies West		153.30
			INV 7253 SWSC Name Badges	153.30
7988.6875-01	11/09/2024	Country Landscaping Pty Ltd		509.08
			INV 27196 Bore Pump Inspection & Maintenance	509.08
7988.6981-01	11/09/2024	Molly May McKenna		637.00
			INV 22/8/2024 Iluka Visions Awards - Artist Management	637.00
7988.7005-01	11/09/2024	Your Turn Events		38.50
			INV INV-530 Stamp Rally for Japan Festival 2024 - BRAG	38.50
7988.7150-01	11/09/2024	Safe T Card Australia Pty Ltd		3,395.70
			INV INV-38881 Alarm System Monitoring Quarterly Fees	3,395.70
7988.7179-01	11/09/2024	Ronald James Christopher Bradfield		1,000.00
			INV INV-20190192 Judging Noongar Country Exhibition	1,000.00
7988.7254-01	11/09/2024	Bossea Pty Ltd T/A South West Recycling		132.00
			INV INV-9507 Confidential Bin Collection & Destruction	132.00
7988.7269-01	11/09/2024	Kleen Conscience		311.03
			INV INV-2605 Cleaning Meat Inspectors Offices	311.03
7988.7283-01	11/09/2024	Team Global Express (IPEC) Pty Ltd		274.18
			INV 0657-C209150 Freight	88.69
			INV 0656-C209150 Freight	185.49

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
7988.7289-01	11/09/2024	The Trustee for Bunbury TT Unit Trust T/A Total Tools Bunbury		269.00
			INV 203778 Battery Kit	269.00
7988.7357-01	11/09/2024	West Coast Waste Pty Ltd		63,684.50
			INV A11871935 Concrete/Sand/Rubble Removal	3,080.00
			INV A11871945 Concrete/Sand/Rubble Removal	10,120.00
			INV A11871975 Concrete/Sand/Rubble Removal	12,232.00
			INV A11871985 Concrete/Sand/Rubble Removal	11,880.00
			INV A11871995 Concrete/Sand/Rubble Removal	11,440.00
			INV A11872005 Concrete/Sand/Rubble Removal	8,360.00
			INV A11872006 Concrete/Sand/Rubble Removal	1,760.00
			INV A11872015 Concrete/Sand/Rubble Removal	4,400.00
			INV 50846 Skip Bin Hire - Bunbury Tornado Relief	412.50
7988.739-01	11/09/2024	Brownes Food Operations Pty Ltd		597.48
			INV 18005381 SWSC Cafe Supplies	597.48
7988.7403-01	11/09/2024	Safety & Rescue Equipment		8,151.00
			INV 11974 Biannual Height Safety Inspections 2024/2025	8,151.00
7988.7760-01	11/09/2024	The Flynn Family Trust T/A South West Cleaning		6,102.80
			INV 7987 SWSC Contract Cleaners - August 2024	6,102.80
7988.83-01	11/09/2024	Aqwest		13.44
			INV 41193657/SEP24 Consumption Charges - 02/07/2024 to 30/07/2024	13.44
7988.8311-01	11/09/2024	Marchese Enterprises Pty Ltd t/as MJ Goods		3,437.70
			INV N19206 Toilet Roll Holders & Soap Dispensers - Depot	3,437.70
7988.8528-01	11/09/2024	J Walker		97.81
			INV Reimburse1009 Reimbursement - Waste Conference Meal Expenses	97.81
7988.8791-01	11/09/2024	The Trustee for the Folan Family Trust T/A Inspired Dev't Sol Pty Ltd		880.00
			INV 2196 Professional Development Session	440.00
			INV 2203 Professional Development Session	440.00
7988.8880-01	11/09/2024	Iconic Property Services Pty Ltd		965.45
			INV PSIO38584 Cleaning Services - Hay Park South Pavilion	965.45
7988.9097-01	11/09/2024	Flick Anticimix Pty Ltd		5,368.00
			INV 601178001C Pest Control - BWP	231.00
			INV 601180208C Pest Control - SSAC	110.00
			INV 601177680C Pest Control - SWSC	495.00
			INV 601178000C Pest Control - BWP	2,772.00
			INV 601180193C Pest Control - SSAC	55.00
			INV 601180194C Pest Control - SSAC	110.00
			INV 601180196C Pest Control - BRAG	220.00
			INV 601180197C Pest Control - Library	220.00
			INV 601180199C Pest Control - Depot	110.00
			INV 601180200C Pest Control - Depot	110.00
			INV 601180201C Pest Control - Depot	110.00
			INV 601180202C Pest Control - Animal Facility	110.00
			INV 601180203C Pest Control - Morrissey Homestead	220.00
			INV 601180204C Pest Control - Depot	110.00
			INV 601180205C Pest Control - Paisley Centre	55.00
			INV 601180206C Pest Control - Paisley Centre	110.00
			INV 601180207C Pest Control - BWP	110.00
			INV 601180195C Pest Control - SSAC	110.00
7988.940-01	11/09/2024	Institute of Public Works Engineering Australasia (Western Australia)		55.00
			INV 7PN2N78M8FC Online Forum - Asset Management	55.00

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
7988.949-01	11/09/2024	Jacksons Drawing Supplies		492.49
			INV 24-00071600 Noongar Art Program Supplies - BRAG	492.49
7988.958-01	11/09/2024	South West Isuzu		157.19
			INV 1584404 Tongue Kit & Tow Ball - BY797	157.19
7988.9922-01	11/09/2024	The Trustee for the Easton Family Trust (Blue Steel Roofing)		2,171.40
			INV INV-0483 Roof Maintenance - PCYC	529.65
			INV INV-0481 Roof Maintenance - SWSC	270.60
			INV INV-0480 Roof Maintenance - SWSC	381.15
			INV INV-0484 Roof Maintenance - BWP	990.00
7990.10817-01	11/09/2024	B Dickson & S Ratanarangsy		480.90
			INV ASN1715 Rates Refund	480.90
7990.11084-01	11/09/2024	T Carkeek		370.74
			INV REIMBURSE Reimbursement for Museum Items	370.74
7990.11353-01	11/09/2024	Lynette Gornall		75.00
			INV 1 Books - Museum	75.00
7990.11355-01	11/09/2024	P & V Kay		130.81
			INV ASN8954 Rates Refund	130.81
7990.11356-01	11/09/2024	T Wignell		737.03
			INV ASN3290 Rates Refund	737.03
7990.11357-01	11/09/2024	D Brady		640.10
			INV ASN1267 Rates Refund	640.10
7990.11359-01	11/09/2024	T O'Brien		179.00
			INV 30082024REFUND Refund - First Aid Course Staff	179.00
7990.11361-01	11/09/2024	B O'Dea		69.00
			INV 13082024REFUND Reimbursement - Meal Expenses for LGWA Conference	69.00
7990.11362-01	11/09/2024	V Bishop		87.00
			INV 120824REFUND Reimbursement - Working with Children Check SWSC	87.00
7990.11363-01	11/09/2024	K Davies		120.90
			INV Refund020924 SWSC Refund - Court Hire Cancellation	120.90
7990.3121-01	11/09/2024	A Bottega		1,075.00
			INV ASN51696 Rates Refund	1,075.00
7990.9521-01	11/09/2024	Councillor M Quain		61.79
			INV Allowance3005 Private Vehicle Allowance Claim - BHRC Meeting Attendance	61.79
7992.10065-02	18/09/2024	Malatesta Group Holdings Pty Ltd T/A Malatesta Road Paving & Hot Mix		4,646.00
			INV SINV05597 Supply & Lay Asphalt - Churchill Drive	4,356.00
			INV SINV05674 Asphalt & Cationic Emulsion	290.00
7992.10244-01	18/09/2024	Dellawick Family Trust T/A Lonsdale Party Hire		3,578.00
			INV INV-2929 Marquee Hire Iluka Visions - BRAG	1,475.00
			INV INV-3015 Marquee Hire Noongar Country Event - BRAG	2,103.00
7992.10333-01	18/09/2024	DV Battams & Others T/A Hopgood Ganim		2,741.75
			INV 505297 Legal Fees	2,741.75
7992.10413-01	18/09/2024	Maria Vanessa Alonso Dominguez		180.00
			INV 2024-03 Yoga Classes - SWSC	180.00
7992.10437-01	18/09/2024	Telstra Limited		31.94
			INV 9774657700/SEP24 Telephone Charges - BVIC	31.94
7992.10643-02	18/09/2024	Superior Food Group T/A Staley Food & Packaging		91.26
			INV 6674057 SWSC Cafe Supplies	91.26
7992.10750-01	18/09/2024	D&L Studio Pty Ltd T/A Metal Artwork Badges		35.64
			INV 28144 Staff Badges	35.64
7992.10801-01	18/09/2024	Adapt-A-Lift Group Pty Ltd T/A Forkwest		60.98

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV 1514302 Gas for Stores Forklift	60.98
7992.11034-01	18/09/2024	Hart Sport Australia Pty Ltd		756.50
			INV 10221640 Mouth Guards & Squash Balls - SWSC	756.50
7992.11050-01	18/09/2024	Busselton Farmers Market		119.71
			INV IN00004916 Cafe Supplies - SWSC	119.71
7992.11065-01	18/09/2024	House of Marbles		617.98
			INV HOM3193 Museum Merchandise	617.98
7992.11169-01	18/09/2024	Wattleup Tractors - Bunbury		146.85
			INV 1308888 Plant Parts - Pair Shoulder Straps Suit WP12-1	146.85
7992.11277-01	18/09/2024	Textilelab		9,601.35
			INV INV-1947 Artwork Preparation for Noongar Arts Program Fashion Show - BRAG	9,601.35
7992.11280-01	18/09/2024	Arbor Guy		18,727.99
			INV 100358 Powerline Pruning - Charles Street	5,636.52
			INV 100366 Powerline Pruning - Dixon Street	1,083.46
			INV 100359 Street Tree Maintenance - Wollaton Street	6,235.52
			INV 100365 Street Tree Maintenance - Turner Street	1,418.47
			INV 100378 Street Tree Maintenance - Orchid Drive	1,002.67
			INV 100379 Street Tree Maintenance - Somerville Drive	665.28
			INV 100454 Street Tree Maintenance - Willis Cove	1,854.47
			INV 100376 Street Tree Report - Jacaranda Crescent	831.60
7992.11323-01	18/09/2024	Ampol Petroleum Distributors Pty Ltd		257.24
			INV SI4747849 Unleaded Fuel	257.24
7992.11345-01	18/09/2024	FVS Fire Services t/as Protector Fire Services		1,039.50
			INV 10094724 Emergency & Exit Lighting Maintenance & Load Test	1,039.50
7992.11348-01	18/09/2024	Eaton Fair Pty Ltd		880.00
			INV INV-12138 Advertising - BRAG	880.00
7992.1552-01	18/09/2024	Spotlight		198.19
			INV 84060190512 Anime Club & Cosplay Workshop Supplies - Library	198.19
7992.1790-01	18/09/2024	Western Australian Local Government Association (WALGA)		654.50
			INV SI-011748 Staff Training - Rates in Local Government Course	654.50
7992.1838-01	18/09/2024	Synergy		2,716.45
			INV 251599630/SEP24 Electricity Charges - 13/07/2024 to 10/09/2024	274.45
			INV 804050300/SEP24 Electricity Charges - 16/07/2024 to 19/08/2024	2,442.00
7992.2209-01	18/09/2024	Bidfood Australia (SWSC)		1,627.43
			INV I63901190.BRY SWSC Cafe Supplies	1,627.43
7992.2366-01	18/09/2024	T-Quip		666.29
			INV 132286#32 Filter Kit - BY4898A	666.29
7992.271-01	18/09/2024	Bunbury Harvey Regional Council		42,967.57
			INV INV-5056 Waste Disposal Cleanaway - August 2024	42,967.57
7992.283-01	18/09/2024	Bunbury Machinery		1,934.96
			INV SIB58005 CDA Combination Blades/Brass Reducer	659.98
			INV SIB55775 Machinery Hire - Dingo Mini Compact Trackloader	1,274.98
7992.3-01	18/09/2024	A & L Printers		284.00
			INV 65281 Business Cards	284.00
7992.3093-01	18/09/2024	RTS Diesel South West		2,119.47
			INV 4117 Vehicle Repairs - BY2892A	1,124.10
			INV 4090 Vehicle Service - BY2433A	995.37
7992.3426-01	18/09/2024	Department of Premier and Cabinet		2,547.72
			INV 1008940 Gazettal of Bush Fire Brigades Local Laws 2024	2,547.72
7992.3619-01	18/09/2024	Artists Chronicle		940.00

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV INV-0529 Advertising - BRAG	940.00
7992.3665-01	18/09/2024	Prime Industrial Products Pty Ltd T/A Prime Supplies		1,815.00
			INV 240454575 Orange Reflective Road Cone	1,815.00
7992.3958-01	18/09/2024	JCW Electrical Pty Ltd		503.42
			INV 100060 Electrical Maintenance - Senior Citizens Centre	503.42
7992.4546-01	18/09/2024	Jackson McDonald Services Pty Ltd		1,245.30
			INV 545524 Legal Fees	1,018.70
			INV 545525 Legal Fees	226.60
7992.4718-01	18/09/2024	Manea Senior College		200.00
			INV 11675 2024 Graduation Ceremony Sponsorship	200.00
7992.48-01	18/09/2024	Alinta Energy		40.65
			INV 167537070/SEP24 Gas Charges - 07/06/2024 to 03/09/2024	40.65
7992.527-01	18/09/2024	Cross Security Services		211.75
			INV INV-33366 Alarm System Maintenance - Hay Park North Pavilion	211.75
7992.5467-01	18/09/2024	JB Hi-Fi Group Pty Ltd		2,199.79
			INV BD1539850 FortiGate-40F 3 Year Unified Threat Protection & Support	2,199.79
7992.6266-01	18/09/2024	CB Traffic Solutions Pty Ltd		1,170.40
			INV 16855 Traffic Management - Various Locations	1,170.40
7992.6333-01	18/09/2024	Equans Mechanical Services Australia Pty Ltd		2,596.00
			INV 2601121 Aircon Maintenance - BREC	2,178.00
			INV 2601119 Aircon Maintenance - Bowling Club	418.00
7992.6490-01	18/09/2024	Zoo and Aquarium Association Inc.		836.00
			INV INV-1186 Bunbury Site Visit - BWP	836.00
7992.6875-01	18/09/2024	Country Landscaping Pty Ltd		16,545.81
			INV 27232 Reticulation Parts	90.59
			INV 27040 Station Hunter Node/Poly Pipes/Tee Lines	314.83
			INV 27254 Irrigation Controllers	1,300.18
			INV 27252 Retic Parts	14,840.21
7992.7060-01	18/09/2024	Storite Equipment Pty Ltd		4,739.38
			INV 16986 Long Span Shelving	4,739.38
7992.8110-01	18/09/2024	Club Fed Pty Ltd t/as Evolve Events		2,892.15
			INV INV-2419 Aboriginal Cultural Competence Training	2,892.15
7992.8144-01	18/09/2024	WA Mechanical and Site Services		1,452.87
			INV INV-2391 Plant Repairs - BY906W	505.92
			INV INV-2390 Plant Repairs - 1TZE951	193.55
			INV INV-2389 Plant Repairs - BY86687	141.79
			INV INV-2386 Plant Repairs - BY86152	147.68
			INV INV-2377 Plant Service - BY87076	196.19
			INV INV-2383 Plant Service - BY745	133.87
			INV INV-2384 Plant Service - BY793	133.87
7992.958-01	18/09/2024	South West Isuzu		726.08
			INV 1592233 Plant Service - 1IGE209	701.09
			INV 1592221 Wiper Blades - BY846Z	24.99
7992.9804-01	18/09/2024	R K Arnold & G Dowd & M B Dunphy & Others T/A Hall & Wilcox		3,465.00
			INV 767831 Legal Fees	3,465.00
7992.9922-01	18/09/2024	The Trustee for the Easton Family Trust (Blue Steel Roofing)		533.50
			INV INV-0482 Roof Maintenance - SWSC	533.50
7993.136-01	17/09/2024	Australian Taxation Office		254,598.76
			INV PP25-06 PAYG for COB Staff - F/E 10/09/2024	254,598.76
7995.10470-01	17/09/2024	Aware Super Clearing House		190,847.08

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV PP25-06 Superannuation - September 2024	190,847.08
7996.10065-02	18/09/2024	Malatesta Group Holdings Pty Ltd T/A Malatesta Road Paving & Hot Mix	INV SINV05689 Asphalt	200.00
			INV SINV05698 Asphalt	200.00
7996.10314-01	18/09/2024	Davenport Plumbing		13,769.93
			INV 17587 Plumbing Repairs - Estuary Drive	218.30
			INV 17592 Plumbing Repairs - Victoria Street	201.32
			INV 17593 Plumbing Repairs - Koombana Bay	10,571.94
			INV 17591 Plumbing Repairs - Forrest Park	519.47
			INV 17585 Plumbing Repairs - Bunbury Library	128.92
			INV 17583 Plumbing Repairs - Hay Park South Pavilion	178.69
			INV 17599 Plumbing Repairs - Hands Oval	296.46
			INV 17590 Plumbing Repairs - Bus Station Toilets	125.44
			INV 17571 Plumbing Repairs - Jetty Baths	119.55
			INV 17589 Plumbing Repairs - Koombana Bay	125.44
			INV 17572 Plumbing Repairs - Stirling Street Boat Ramp	634.94
			INV 17588 Plumbing Repairs - Venezia Boulevard Pelican Point	125.44
			INV 17573 Plumbing Repairs - Queens Garden	97.55
			INV 17574 Plumbing Repairs - Jaycee Park	97.55
			INV 17575 Plumbing Repairs - Administration	140.07
			INV 17576 Plumbing Repairs - Venezia Boulevard Pelican Point	188.85
7996.10327-01	18/09/2024	The Trustee for the Narasimha Swamy T/A Nightguard Security Service SW	INV INV-3447 Security Alarm Reponses - August 2024	3,115.75
7996.10437-01	18/09/2024	Telstra Limited		4,165.30
			INV 4771557545/SEP24 Telephone Charges - Rainman SIMs	490.27
			INV 4771557305/SEP24 Telephone Charges - COB Mobiles	3,675.03
7996.10502-01	18/09/2024	CS Legal		433.00
			INV 33883 2024/2025 Rates Debt Collection	433.00
7996.10704-01	18/09/2024	The Trustee for Twenty Eight Trust T/A Stark Training		3,850.00
			INV 400 Staff Training - Basic Worksite Traffic Management	3,850.00
7996.10781-01	18/09/2024	South West Pets Bunbury Pty Ltd		171.50
			INV I0000001972 BWP Animal Supplies	171.50
7996.10789-01	18/09/2024	Fleet Network Pty Ltd		4,148.28
			INV 136770 Novated Lease Payment - F/E 10/09/2024	4,148.28
7996.10942-01	18/09/2024	The Trustee for The Fletcher Family Trust T/A Southwest Soils and Landscapin		320.00
			INV 7429 Top Dress Soil	104.00
			INV 7596 Top Dress Soil	108.00
			INV 7594 Top Dress Soil	108.00
7996.11001-01	18/09/2024	BMT Commercial Australia Pty Ltd		52,326.45
			INV 38386 Marlston Jetty Design Concept Assessment	35,826.45
			INV 38289 Marlston Jetty Short Term Review	16,500.00
7996.11234-01	18/09/2024	Stephen William Cope T/as SWC Urban Planning		14,577.00
			INV 7 Consulting Services - Strategic Urban Planning	7,571.00
			INV 8 Consulting Services - Strategic Urban Planning	7,006.00
7996.11265-01	18/09/2024	Jeremy Rae		8,120.00
			INV JR0002 Consulting Services - Strategic Planning	8,120.00
7996.11277-01	18/09/2024	Textilelab		1,100.00
			INV INV-1949 Noongar Arts Program Fashion Workshop - BRAG	1,100.00
7996.11280-01	18/09/2024	Arbor Guy		44,082.98
			INV 100457 Street Tree Maintenance - King Road	4,609.44



**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV 100461 Street Tree Maintenance - Harris Road	2,178.79
			INV 100460 Street Tree Maintenance - Evedon Street	1,805.76
			INV 100377 Street Tree Maintenance - Mangles Street	997.92
			INV 100409 Street Tree Maintenance - Palmer Crescent	1,014.55
			INV 100407 Street Tree Maintenance - Forrest Avenue	839.92
			INV 100402 Street Tree Maintenance - Park Street	501.34
			INV 100400 Street Tree Maintenance - Koombana Drive	541.73
			INV 100398 Street Tree Maintenance - Clarke Street	1,854.47
			INV 100397 Street Tree Maintenance - Vincent Park Steere Crescent	1,505.20
			INV 100391 Street Tree Maintenance - Hoylake Avenue	5,978.02
			INV 100390 Street Tree Maintenance - Ecclestone Street	5,294.47
			INV 100431 Street Tree Maintenance - Ocean Drive	7,519.15
			INV 100416 June 2024 Storm Damage Clean Up - Stirling Street	9,081.07
			INV 100408 Powerline Pruning - Forrest Avenue	361.15
7996.11305-01	18/09/2024	Imogino		1,330.00
			INV D4 Noongar Arts Program Fashion Project Makeup Supplies - BRAG	1,330.00
7996.11345-01	18/09/2024	FVS Fire Services t/as Protector Fire Services		726.72
			INV 10095116 Fire Alarm Panel Maintenance - BREC	170.50
			INV 10095107 Fire Alarm Panel Maintenance - Library	164.62
			INV 10095175 Investigate & Repair Fault on Fire Panel - Administration	391.60
7996.11381-01	18/09/2024	DM & S Curtin Refrigeration & Air Conditioning		8,712.00
			INV 17299A Remove Old Coolroom & Install New Fridges - Old Railway Station Café	8,712.00
7996.1289-01	18/09/2024	Magicorp Pty Ltd		103.49
			INV INV-43409 Monthly Subscription - September 2024	103.49
7996.1536-01	18/09/2024	SOS Office Equipment		4,166.80
			INV SOS640503 Photocopier Meter Readings - Library	368.17
			INV SOS640504 Photocopier Meter Readings - Administration	50.99
			INV SOS640506 Photocopier Meter Readings - Administration	338.86
			INV SOS640507 Photocopier Meter Readings - Administration	925.97
			INV SOS640508 Photocopier Meter Readings - Administration	54.55
			INV SOS640509 Photocopier Meter Readings - Administration	133.66
			INV SOS640519 Photocopier Meter Readings - Administration	230.53
			INV SOS640515 Photocopier Meter Readings - Administration	65.36
			INV SOS640510 Photocopier Meter Readings - Administration	352.90
			INV SOS640511 Photocopier Meter Readings - Administration	153.07
			INV SOS640513 Photocopier Meter Readings - Administration	369.40
			INV SOS640517 Photocopier Meter Readings - Depot	53.79
			INV SOS640514 Photocopier Meter Readings - Depot	1,069.55
7996.1581-01	18/09/2024	Stratco WA Pty Ltd		188.29
			INV 2109676 General Building/Maintenance Supplies	188.29
7996.1623-01	18/09/2024	South West Septics		817.00
			INV IV0000007913 Empty Greasetrapp - BWP	297.00
			INV IV0000007855 ATU System Emptied - Depot	520.00
7996.1836-01	18/09/2024	Western Allpest Services Pty Ltd		350.00
			INV 46697 Pest Control - BWP	350.00
7996.1838-01	18/09/2024	Synergy		4,292.32
			INV 988414510/SEP24 Electricity Charges - 16/07/2024 to 11/09/2024	244.29
			INV 136133950/SEP24 Electricity Charges - 16/07/2024 to 11/09/2024	2,169.33
			INV 936780590/AUG24 Electricity Charges - 02/07/2024 to 28/08/2024	117.24
			INV 553315070/AUG24 Electricity Charges - 02/07/2024 to 27/08/2024	132.20

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV 126324540/AUG24 Electricity Charges - 03/07/2024 to 28/08/2024	131.89
			INV 123540670/AUG24 Electricity Charges - 01/07/2024 to 28/08/2024	217.43
			INV 513585790/AUG24 Electricity Charges - 02/07/2024 to 28/08/2024	125.93
			INV 214566030/AUG24 Electricity Charges - 03/07/2024 to 28/08/2024	236.18
			INV 266632270/AUG24 Electricity Charges - 05/07/2024 to 28/08/2024	320.53
			INV 488457540/SEP24 Electricity Charges - 04/07/2024 to 29/08/2024	224.61
			INV 870096240/SEP24 Electricity Charges - 05/07/2024 to 28/08/2024	118.09
			INV 283018640/AUG24 Electricity Charges - 28/06/2024 to 27/08/2024	123.16
			INV 520755940/SEP24 Electricity Charges - 17/07/2024 to 10/09/2024	131.44
7996.1868-01	18/09/2024	Workforce Road Services Pty Ltd		2,834.70
			INV L3778 Lilydale Road Realignment of Linemarking	2,834.70
7996.1886-01	18/09/2024	Zipform Pty Ltd		36,319.92
			INV 221304 Rate Notice Printing 2024/2025	34,356.42
			INV 221126 City of Bunbury Fire Control Brochures Printing	1,963.50
7996.2268-01	18/09/2024	Otis Elevator Company Pty Limited		1,294.54
			INV 2011154 SWSC Elevator Servicing - 01/10/2024 to 31/12/2024	1,294.54
7996.2301-01	18/09/2024	BookEasy Australia Pty Ltd		408.21
			INV 24933 BookEasy Commission - August 2024	408.21
7996.2518-01	18/09/2024	Cooinda Primary School		2,530.00
			INV 396 Kids Teaching Kids Conference	2,530.00
7996.2925-01	18/09/2024	The Trustee for Supersealing Unit Trust T/A Supersealing		1,584.00
			INV 35183 Bitumen Repair Products	1,584.00
7996.3-01	18/09/2024	A & L Printers		330.00
			INV 65296 Title and Didactic - BRAG	330.00
7996.3093-01	18/09/2024	RTS Diesel South West		14,515.47
			INV 4123 Plant Repairs - BY775	12,276.00
			INV 4133 Plant Service - 1GHY540	1,241.90
			INV 4136 Plant Service - BY2433A	997.57
7996.3376-01	18/09/2024	Sonic HealthPlus		490.49
			INV 3370707 Pre-Employment Medicals	490.49
7996.3549-01	18/09/2024	Repco		320.01
			INV 4310407291 Air Freshener	81.95
			INV 4310407311 Trailer Plug	163.35
			INV 4310407696 Brake Cleaner	74.71
7996.3665-01	18/09/2024	Prime Industrial Products Pty Ltd T/A Prime Supplies		2,017.22
			INV 240458780 Reflective Traffic Cones	1,023.00
			INV 240457829 Gloves	840.93
			INV 240458866 Gloves/Masks/Cable Ties	96.18
			INV 240457409 Gloves/Cable Ties	57.11
7996.3848-01	18/09/2024	Bunbury Farmers Market		193.26
			INV 10324240011 Catering for Local Emergency Management Committee Meeting	193.26
7996.3958-01	18/09/2024	JCW Electrical Pty Ltd		1,151.15
			INV 100061 Electrical Maintenance - Koombana Bay	1,151.15
7996.4089-01	18/09/2024	West Coast Shade Pty Ltd		2,970.00
			INV 13647 Shade Sail Repairs	2,970.00
7996.4296-01	18/09/2024	ThinkWater Bunbury		1,597.16
			INV 719274 Davey HM Pump	1,597.16
7996.4567-01	18/09/2024	People Sense		645.90
			INV 50022 EAP Counselling	645.90
7996.4993-01	18/09/2024	Vorgee		1,807.30

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV 187880 SWSC Merchandise	1,807.30
7996.5036-01	18/09/2024	Environex International Pty Ltd		1,640.40
			INV 324437 SWSC Chemicals & Cleaning Supplies	1,416.05
			INV 324436 SWSC Chemicals & Cleaning Supplies	224.35
7996.5412-01	18/09/2024	Picton Civil Pty Ltd		1,980.00
			INV P19944 Machinery Hire Grader - Forrest Avenue	1,980.00
7996.5725-01	18/09/2024	Officeworks Superstores Pty Ltd - Bunbury (50693711)		339.15
			INV 616389125 Stationery - Depot	339.15
7996.5733-01	18/09/2024	Ferguson Glass Supplies		9,249.24
			INV INV-4109 Reglaze Window - SWSC	872.41
			INV INV-4108 Custom Stainless Steel Mirrors - Koolambidi Woola	8,376.83
7996.591-01	18/09/2024	Landgate		879.80
			INV 1409240 Title Searches - August 2024	879.80
7996.5979-01	18/09/2024	Arts Hub Australia Pty Ltd		935.00
			INV 728 Noongar Country 2024 Advertising	935.00
7996.6139-01	18/09/2024	Better Telco Solutions Pty Ltd		6,693.02
			INV 104970 Telephone Charges 2024/2025 - UCaas	6,693.02
7996.6202-01	18/09/2024	Easisalary (Easifleet)		2,489.71
			INV 174402 Novated Lease Payment - F/E 10/09/2024	2,489.71
7996.6333-01	18/09/2024	Equans Mechanical Services Australia Pty Ltd		300.30
			INV 2599884 Aircon Maintenance - Withers Library	78.13
			INV 2598561 Aircon Maintenance - Hay Park Sports Pavilion	176.21
			INV 2598545 Aircon Maintenance - Parade Road Community Hall	45.96
7996.6365-01	18/09/2024	Corsign WA Pty Ltd		1,778.70
			INV 88521 Koolambidi Woola Toilet Signs	1,778.70
7996.6538-01	18/09/2024	Local Government Professionals Australia - WA		190.00
			INV 34273 Annual Affiliate Membership Fee	190.00
7996.6787-01	18/09/2024	McDonald Fencing		1,837.00
			INV INV-7499 Fencing Repairs - Moorabinda Croquet Club	1,837.00
7996.6798-01	18/09/2024	WINC Australia Pty Ltd		275.43
			INV 9046167966 Stationery - Library and Learning	275.43
7996.7283-01	18/09/2024	Team Global Express (IPEC) Pty Ltd		128.62
			INV 0658-C209150 Freight	128.62
7996.7357-01	18/09/2024	West Coast Waste Pty Ltd		880.00
			INV A11872016 Concrete/Sand/Rubble Removal	880.00
7996.7459-01	18/09/2024	The Royal Society for the Prevention of Cruelty to Animals (RSPCA) WA		1,650.00
			INV IN001163 2024/25 Grant Program - RSPCA WA Community Action	1,650.00
7996.7663-01	18/09/2024	Amanda Bell		2,000.00
			INV 9092024 Noongar Country 2024 Curator Fee - BRAG	2,000.00
7996.7744-01	18/09/2024	Super Cheap Auto Pty Ltd		47.87
			INV 814900001609150 Bearing Puller Repair	47.87
7996.799-01	18/09/2024	Glenn Buck Milk Distribution		749.80
			INV 1302 Milk - Depot	217.40
			INV 1301 Milk - Administration	532.40
7996.8033-01	18/09/2024	Essential Coffee Pty Ltd		238.33
			INV SI-00313544 BWP - Coffee Machine Rental	238.33
7996.8226-01	18/09/2024	Nutrien Ag Solutions Limited		1,936.00
			INV 911416917 Dome Top Bollards	1,936.00
7996.8311-01	18/09/2024	Marchese Enterprises Pty Ltd t/as MJ Goods		1,164.50
			INV N19821 Wet Wipes	85.00

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV N18898 Bin Liner Supplies - Depot	1,079.50
7996.908-01	18/09/2024	Veolia Environmental Services		38,545.91
			INV 2960243499 Drain Cleaning	38,545.91
7996.9097-01	18/09/2024	Flick Anticimix Pty Ltd		4,543.00
			INV 601177677C Pest Control - Council Chambers	291.50
			INV 601177678C Pest Control - Administration	291.50
			INV 601177679C Pest Control - SWSC	3,850.00
			INV 601180198C Pest Control - Lady Mitchell Health Centre	110.00
7996.9254-01	18/09/2024	Lawrence & Hanson Group Pty Ltd T/A Electrical Distributors		2,416.22
			INV 2218133 Electrical Supplies - Hands Oval	2,416.22
7996.926-01	18/09/2024	Call Associates Pty Ltd		720.01
			INV 117582 Call Centre Fees - August 2024	720.01
7996.9625-01	18/09/2024	ATC Work Smart Inc		280.00
			INV INV12387 Staff First Aid Training	150.00
			INV INV012450 Staff First Aid Course	65.00
			INV INV012444 Staff First Aid Training	65.00
7996.9638-01	18/09/2024	Smart Parking Limited		8,228.70
			INV AU-IN000709 Smartcloud Licence and Hosting Fee - October 2024	8,228.70
7996.9822-01	18/09/2024	Forge Civil		4,138.75
			INV 618 Machine Wet Hire - Bobcat	4,138.75
7997.4958-01	17/09/2024	Westpac Banking Corporation		7,000,000.00
			INV INVESTMENT Term Deposit	7,000,000.00
7998.10032-01	18/09/2024	B Macaulay		524.62
			INV Reimburse100924 Reimbursement - Accommodation & Parking Expenses for PIA Conference	524.62
7998.11194-02	18/09/2024	G & F Hough Investments Pty Ltd		2,113.28
			INV ASN2151 Rates Refund	2,113.28
7998.11368-01	18/09/2024	B Corkery		6,934.60
			INV ASN4380 Rates Refund	6,934.60
7998.11375-01	18/09/2024	A Bayliss		396.59
			INV ASN50159 Rates Refund	396.59
7998.11378-01	18/09/2024	B Houghton		158.13
			INV ASN51491 Rates Refund	158.13
7998.11383-01	18/09/2024	N Raffaele		1,251.94
			INV ASN12457 Rates Refund	1,251.94
7998.11384-01	18/09/2024	Elders Real Estate Bunbury		1,211.28
			INV ASN1632 Rates Refund	549.54
			INV ASN50220 Rates Refund	661.74
7998.11385-01	18/09/2024	A Hough & W McAullay		2,525.49
			INV ASN1594 Rates Refund	2,525.49
7998.11386-01	18/09/2024	P, M & P Gianfrancesco		5,440.00
			INV ASN13142 Rates Refund	5,440.00
7998.11387-01	18/09/2024	Susan Gaye Murphy		850.00
			INV 1820 Verge Crossover Contribution	850.00
7998.1295-01	18/09/2024	Outdoor World Bunbury (Stellcon Pty Ltd)		96.00
			INV 5.2024.202.1 Advertising Fee Refund	96.00
7998.2961-01	18/09/2024	Commercial Realty		4,359.83
			INV ASN5082 Rates Refund	4,359.83
7998.3510-01	18/09/2024	Summit Realty South West		629.13
			INV ASN6210 Rates Refund	629.13
7998.7640-01	18/09/2024	LJ Hooker Bunbury		662.07

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV ASN52623 Rates Refund	662.07
7998.8566-01	18/09/2024	J Raumaewa		937.70
			INV ASN10650 Rates Refund	937.70
7998.9514-02	18/09/2024	L & J Obal		781.73
			INV ASN12545 Rates Refund	781.73
7999.306-01	25/09/2024	Bunbury Regional Entertainment Centre		252,512.70
			INV FundingJul-Sep24 2024/25 Operational Funding - July to September 2024	142,512.70
			INV 2024/25 CAPITAL 2024/25 Capital Funding	110,000.00
7999.9753-01	25/09/2024	Perkins WA Pty Ltd T/A Perkins Builders		1,524,283.28
			INV 12715 Hands Oval Stadium Claim	1,524,283.28
8000.10065-02	25/09/2024	Malatesta Group Holdings Pty Ltd T/A Malatesta Road Paving & Hot Mix		195.00
			INV SINV05728 Greenwaste Fee	195.00
8000.10188-01	25/09/2024	Western Australian Genealogical Society Inc T/A FamilyHistoryWA		100.00
			INV 2024/25Bunby Institutional Membership Renewal 2024/2025 Museum	100.00
8000.10244-01	25/09/2024	Dellawick Family Trust T/A Lonsdale Party Hire		528.00
			INV H20240501788 Display Board Hire - Museum	528.00
8000.10314-01	25/09/2024	Davenport Plumbing		1,203.37
			INV 17582 Plumbing Repairs - SWSC	362.23
			INV 17577 Plumbing Repairs - Stephen Street Exeloo	97.55
			INV 17578 Plumbing Repairs - Pelican Point Riveria	140.07
			INV 17579 Plumbing Repairs - Koombana Bay	97.55
			INV 17580 Plumbing Repairs - Back Beach Toilets	140.07
			INV 17581 Plumbing Repairs - Maidens Toilets	140.07
			INV 17584 Plumbing Repairs - Queens Garden	78.05
			INV 17586 Plumbing Repairs - Glen Iris	147.78
8000.10327-01	25/09/2024	The Trustee for the Narasimha Swamy T/A Nightguard Security Service SW		19,802.78
			INV INV-3644 BRAG Event Security	548.63
			INV INV-3311 Library Security - July 2024	5,930.38
			INV INV-3531 Security Services - Library	12,984.14
			INV INV-3490 Security Services - BRAG	339.63
8000.10333-01	25/09/2024	DV Battams & Others T/A Hopgood Ganim		8,750.50
			INV 505171 Legal Fees	8,750.50
8000.10345-01	25/09/2024	The Trustee for P & H Unit Trust T/A Laundry Services Bunbury		145.70
			INV INV-5051 Laundry Services for Meat Inspectors	145.70
8000.10623-01	25/09/2024	The Trustee for the Wame Trust T/A When Adam Met Eve		5,687.00
			INV INV-0321 Corporate Business Plan, Long Term Financial Plan	5,687.00
8000.10704-01	25/09/2024	The Trustee for Twenty Eight Trust T/A Stark Training		350.00
			INV 402 Staff Training - Basic Worksite Traffic Management	350.00
8000.10781-01	25/09/2024	South West Pets Bunbury Pty Ltd		178.70
			INV I0000001970 BWP Animal Supplies	178.70
8000.11050-01	25/09/2024	Busselton Farmers Market		345.56
			INV IN00005089 SWSC Cafe Supplies	153.89
			INV IN00005344 SWSC Cafe Supplies	191.67
8000.11191-01	25/09/2024	Ellenby Tree Farm		4,810.69
			INV 36632 Supply & Delivery of Plants	4,810.69
8000.11235-01	25/09/2024	Wight and Emmett (Bensarcosa Pty Ltd)		294.30
			INV I0000013832 BWP Animal Feed	294.30
8000.11264-01	25/09/2024	Zali R Morgan		2,666.66
			INV 38 Noongar Country Curator Fee	2,666.66
8000.11280-01	25/09/2024	Arbor Guy		29,762.78

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV 100477 Street Tree Maintenance - St Peters Green	174.64
			INV 100476 Street Tree Maintenance - Dunstan Street	980.10
			INV 100473 Street Tree Maintenance - Craigie Street	472.82
			INV 100472 Street Tree Maintenance - Lyons Cove	332.64
			INV 100471 Street Tree Maintenance - Picton Road	498.96
			INV 100470 Street Tree Maintenance - Parkdale Avenue	945.65
			INV 100469 Street Tree Maintenance - Poinciana Place	332.64
			INV 100467 Street Tree Maintenance - Absolon Street	174.64
			INV 100466 Street Tree Maintenance - Westwood Street	1,347.19
			INV 100465 Street Tree Maintenance - Holywell Street	472.82
			INV 100464 Street Tree Maintenance - Verbena Boulevard	361.15
			INV 100462 Street Tree Maintenance - Richmond Street	2,187.11
			INV 100427 Street Tree Maintenance - Ocean Drive	5,190.67
			INV 100425 Street Tree Maintenance - Hooper Place	6,772.19
			INV 100418 Street Tree Maintenance - Holman Street	1,679.83
			INV 100490 Street Tree Maintenance - Adam Road	1,278.29
			INV 100488 Street Tree Maintenance - Buswell Street	2,152.66
			INV 100487 Street Tree Maintenance - Moore Street	507.28
			INV 100491 Street Tree Maintenance - Boulters Heights	3,080.00
			INV 100463 Powerline Pruning - Carey Street	821.50
8000.11283-01	25/09/2024	Ben Yew Pty Ltd		4,284.50
			INV INV-0027 Photography/Videography Services - Noongar Arts Program Fashion Show	4,284.50
8000.11301-01	25/09/2024	Bunbury Indoor Beach Volleyball		126.48
			INV 1189 SWSC Cafe Supplies	31.62
			INV 1188 SWSC Cafe Supplies	31.62
			INV 1205 SWSC Cafe Supplies	31.62
			INV 1204 SWSC Cafe Supplies	31.62
8000.11364-01	25/09/2024	Cacharel Cavan - Kasiyarel		450.00
			INV 260918 Iluka Visions Opening Performance - BRAG	450.00
8000.11369-01	25/09/2024	Michelle Broun		1,286.00
			INV 1624 Noongar Art Award Judging Fees & Accommodation - BRAG	1,286.00
8000.11388-01	25/09/2024	Go Go Australia		534.00
			INV INV-1072 On Hold Messages - September 2024 to February 2025	534.00
8000.11391-01	25/09/2024	Water Pixies (Gwenael Velge)		750.00
			INV 2205 Photography Services - SWSC	750.00
8000.1423-01	25/09/2024	Reface Industries Pty Ltd		600.90
			INV 34106 VMI Disc Cleaning Machine Service & Replacement Parts - Library	600.90
8000.150-01	25/09/2024	Baileys Fertilisers		2,508.00
			INV 51024 Supply & Deliver Fertiliser	2,508.00
8000.1536-01	25/09/2024	SOS Office Equipment		390.94
			INV SOS637425 Photocopier Meter Readings - BRAG	123.61
			INV SOS640505 Photocopier Meter Readings - Museum	49.69
			INV SOS642277 Staples for Photocopier - Administration	217.64
8000.1541-01	25/09/2024	Southern Lock and Security		1,602.30
			INV C33468 Key/Lock Repairs - Hockey Stadium	1,602.30
8000.1555-01	25/09/2024	Spurling Engineering		1,515.80
			INV 13608 Sign Sleeves Galvanized	1,515.80
8000.1838-01	25/09/2024	Synergy		32,390.84
			INV 791961750/SEP24 Electricity Charges - 18/07/2024 to 10/09/2024	338.58
			INV 112786640/SEP24 Electricity Charges - 18/07/2024 to 11/09/2024	146.22

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV 500058110/SEP24 Electricity Charges - 04/07/2024 to 30/08/2024	168.83
			INV 778356350/SEP24 Electricity Charges - 17/07/2024 to 10/09/2024	113.19
			INV 868062650/SEP24 Electricity Charges - 05/07/2024 to 30/08/2024	115.21
			INV 995010120/SEP24 Electricity Charges - 04/07/2024 to 30/08/2024	118.81
			INV 512959230/SEP24 Electricity Charges - 11/07/2024 to 06/09/2024	397.58
			INV 552595330/SEP24 Electricity Charges - 12/07/2024 to 09/09/2024	121.28
			INV 770120590/SEP24 Electricity Charges - 13/07/2024 to 10/09/2024	142.37
			INV 371437260/SEP24 Electricity Charges - 13/07/2024 to 10/09/2024	127.48
			INV 338023710/SEP24 Electricity Charges - 13/07/2024 to 10/09/2024	133.39
			INV 207029190/SEP24 Electricity Charges - 13/07/2024 to 10/09/2024	128.84
			INV 795575230/SEP24 Electricity Charges - 17/07/2024 to 10/09/2024	115.39
			INV 636506250/SEP24 Electricity Charges - 17/07/2024 to 10/09/2024	239.66
			INV 951172100/SEP24 Electricity Charges - 18/07/2024 to 11/09/2024	114.14
			INV 737718910/SEP24 Electricity Charges - 17/07/2024 to 12/09/2024	123.36
			INV 218944510/AUG24 Electricity Charges - 16/07/2024 to 19/08/2024	29,746.51
8000.1860-01	25/09/2024	WML Consultants		1,889.25
			INV 32134 Leschenault Inlet Retaining Sea Wall - Additional Geotechnical Investigation	1,889.25
8000.194-01	25/09/2024	J Blackwood & Son Pty Ltd		1,215.98
			INV SI09131825 Anti-Slip Coating	1,215.98
8000.197-01	25/09/2024	BOC Limited		502.94
			INV 4037362113 Gas Charges - SWSC	251.47
			INV 4037184471 Gas Charges - SWSC	251.47
8000.2126-01	25/09/2024	Western Power - Electricity Networks		6,600.00
			INV CORPB0738099 Design Fee - Clifton Street	6,600.00
8000.2202-01	25/09/2024	Woolworths Limited		157.84
			INV 10002262 Library Event Supplies	69.85
			INV 10002826 Library Event Supplies	32.30
			INV 10002301 Library Event Supplies	22.75
			INV 9798201 BWP General Supplies	7.75
			INV 9966100 BWP General Supplies	24.20
			INV 9966146 BWP General Supplies	0.99
8000.2209-01	25/09/2024	Bidfood Australia (SWSC)		1,260.65
			INV I63974326.BRY SWSC Cafe Supplies	1,260.65
8000.2231-01	25/09/2024	Reece Pty Ltd		39.91
			INV 1006777566 PVC Pipe	39.91
8000.240-01	25/09/2024	Bunbury Auto One T/A South West Filter Supplies		759.00
			INV 3108712 Dashcam - BY754U	759.00
8000.2430-01	25/09/2024	Picton Automotive Engineering		776.50
			INV 40732 Plant Service - BY353L	776.50
8000.271-01	25/09/2024	Bunbury Harvey Regional Council		45,205.68
			INV INV-5068 Organics Disposal August 2024	45,205.68
8000.273-01	25/09/2024	Bunbury Historical Society Inc		31,544.00
			INV INV00102 2024/2025 Operational Funding	31,544.00
8000.2852-01	25/09/2024	Wizid Pty Ltd		1,974.50
			INV 664093 Wristbands - SWSC	1,974.50
8000.3167-01	25/09/2024	Perfect Landscapes		1,538.00
			INV INV-8894 Lawnmowing - Various Locations	1,538.00
8000.3179-01	25/09/2024	Economic Development Australia Limited		1,815.00
			INV 895114 Staff Training - EDA Professional Accreditation	1,815.00
8000.3204-01	25/09/2024	PFD Food Services Pty Ltd		2,581.20

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV LM920728 SWSC Cafe Supplies	628.35
			INV LM904432 SWSC Cafe Supplies	768.65
			INV LM882671 SWSC Cafe Supplies	1,184.20
8000.327-01	25/09/2024	Bunbury Veterinary Clinic		79.80
			INV 1/492079 Veterinary Consultations	79.80
8000.335-01	25/09/2024	Bunnings Group Limited		1,185.93
			INV 2179/01451687 Storage Tub/Galvanised Tube - Depot	152.24
			INV 2179/01450597 Paint/Silicone Adhesive/Brackets/Tape	429.31
			INV 2179/01692241 Plaster/Door Stop - Koolambidi Woola	360.21
			INV 2179/01451898 Sanding Sheet/Sanding Block - Koolambidi Woola	28.92
			INV 2179/01447166 Pressure Cleaner supplies	57.36
			INV 2179/01452222 Contact Adhesives	53.19
			INV 2179/00110998 Buckets/Screws/Rubbish Bag/Sprayer - SWSC	104.70
8000.3376-01	25/09/2024	Sonic HealthPlus		1,649.67
			INV 3370708 Pre-Employment Medicals	89.10
			INV 3370709 Pre-Employment Medicals	89.10
			INV 3373996 Pre-Employment Medicals	490.49
			INV 3373997 Pre-Employment Medicals	490.49
			INV 3373998 Pre-Employment Medicals	490.49
8000.3621-01	25/09/2024	Environmental Health Australia WA Inc		100.00
			INV 125197 Training - Aquatic Facilities Workshop	100.00
8000.3665-01	25/09/2024	Prime Industrial Products Pty Ltd T/A Prime Supplies		160.47
			INV 240459260 Measuring Jugs	35.09
			INV 240459220 Handwash, Sunscreen	125.38
8000.371-01	25/09/2024	Carbone Bros Pty Ltd		46,521.97
			INV CLAIM#03202401 Bunbury Airport Apron Expansion Claim	46,521.97
8000.3958-01	25/09/2024	JCW Electrical Pty Ltd		2,312.20
			INV 100132 Electrical Maintenance - DC Foster Park	2,125.75
			INV 100131 Electrical Maintenance - BREC	186.45
8000.4167-01	25/09/2024	The Print Shop Bunbury		299.20
			INV 1665403 Entry Door Stickers - BWP	299.20
8000.4437-01	25/09/2024	Department of Transport		31.85
			INV 8056640 Vehicle Details Search Requests - August 2024	31.85
8000.462-02	25/09/2024	Coca Cola Amatil (Aust) Pty Ltd		774.03
			INV 234880328 SWSC Café Supplies	774.03
8000.4631-01	25/09/2024	AJ Baker & Sons Pty Ltd		393.80
			INV 414030 SWSC Kiosk Fridge Service	393.80
8000.474-01	25/09/2024	Geographe Ford		400.00
			INV FOMSB103021 Vehicle Service - BY704	400.00
8000.4984-01	25/09/2024	Talent Propeller Trust		2,750.00
			INV IN797165 Recruitment Advertising	2,750.00
8000.526-01	25/09/2024	Toolmart Australia Pty Ltd		318.00
			INV BY-173147 Tools/Maintenance Equipment	258.00
			INV BY-172035 Tools/Maintenance Equipment	60.00
8000.5536-01	25/09/2024	CNW Pty Ltd		3,277.18
			INV 161219000 Batten Lights	3,277.18
8000.5725-01	25/09/2024	Officeworks Superstores Pty Ltd - Bunbury (50693711)		209.74
			INV 606031151 Stationery - Museum	167.85
			INV 606823861 Stationery - Museum	41.89
8000.5741-01	25/09/2024	Picton Tyre Centre Pty Ltd		4,525.00



**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV S83134 Tyre Repairs - BY86290	186.00
			INV S83144 Tyre Repairs - BY749	1,976.00
			INV S83145 Tyre Repairs - BY751	2,024.00
			INV S83464 Tyre Repairs - BY86152	339.00
8000.582-01	25/09/2024	Department of Biodiversity, Conservation and Attractions		126.88
			INV P1-01-033268 BWP Merchandise	64.33
			INV P1-01-033267 BWP Merchandise	62.55
8000.6221-01	25/09/2024	West Australian Newspapers Ltd - SWSC		101.26
			INV 73608092024 Newspapers - SWSC	101.26
8000.6247-01	25/09/2024	Octy Water Pty Ltd T/A Aquamonix		1,812.80
			INV 76102 Irrigation & Reticulation System Repairs	1,812.80
8000.6266-01	25/09/2024	CB Traffic Solutions Pty Ltd		2,469.50
			INV 16359 Traffic Management - Prinsep Street	742.50
			INV 17004 Traffic Management - Blair Street	1,727.00
8000.6333-01	25/09/2024	Equans Mechanical Services Australia Pty Ltd		3,830.36
			INV 2598564 Aircon Maintenance - Bowling Club	183.87
			INV 2598562 Aircon Maintenance - BRAG	127.17
			INV 2601380 Aircon Maintenance - SWSC	759.53
			INV 2602053 Aircon Maintenance - SWSC	570.79
			INV 2601757 Ice Machine Repairs - Depot	2,189.00
8000.6365-01	25/09/2024	Corsign WA Pty Ltd		5,200.80
			INV 86877 Koombana Drive Signs	5,200.80
8000.6452-01	25/09/2024	Waterchem Australia Pty Ltd		5,351.50
			INV 3180 Supply & Install Flow Switches Pool Pump - SWSC	5,351.50
8000.6453-01	25/09/2024	ASP Security Personnel / Alliance Security Personnel		1,944.25
			INV 5857 Mail & Banking Deliveries - August 2024	1,944.25
8000.6475-01	25/09/2024	St John Ambulance Western Australia Ltd		34.95
			INV CYINV00363316 First Aid Kit - Japan Trip 2024	34.95
8000.6685-01	25/09/2024	DX Print Group Pty Ltd		220.00
			INV 99051 Signs - Waste	220.00
8000.6787-01	25/09/2024	McDonald Fencing		1,881.00
			INV INV-7547 Recreation Ground Cricket Net Repairs	1,881.00
8000.6798-01	25/09/2024	WINC Australia Pty Ltd		278.11
			INV 9046125591 Stationery - BRAG	139.56
			INV 9046204058 Stationery - SWSC	138.55
8000.7122-01	25/09/2024	Integra WaterTreatment Solutions		209.88
			INV PB693346 SWSC Solar System - Closed Loop Water Treatment	209.88
8000.7283-01	25/09/2024	Team Global Express (IPEC) Pty Ltd		94.31
			INV 0659-C209150 Freight	94.31
8000.739-01	25/09/2024	Brownes Food Operations Pty Ltd		1,402.94
			INV 17945615 SWSC Cafe Supplies	719.94
			INV 18017634 SWSC Cafe Supplies	683.00
8000.7663-01	25/09/2024	Amanda Bell		1,666.66
			INV 14092024 Noongar Country Curator Fee	1,666.66
8000.7971-01	25/09/2024	Charlotte Anne White		2,200.00
			INV INV-0143 Workshop Facilitation - BRAG	1,100.00
			INV INV-0144 Workshop Facilitation - BRAG	1,100.00
8000.8033-01	25/09/2024	Essential Coffee Pty Ltd		1,494.37
			INV SI-00313671 SWSC Cafe Supplies	1,161.73
			INV SI-00313582 SWSC Coffee Machine Parts/Repairs	332.64

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
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**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
8000.8110-01	25/09/2024	Club Fed Pty Ltd t/as Evolve Events		263.00
			INV INV-2448 Aboriginal Cultural Competence Training	263.00
8000.8144-01	25/09/2024	WA Mechanical and Site Services		878.77
			INV INV-2382 Plant Repairs - BY81257	196.19
			INV INV-2385 Plant Repairs - BY85808	149.22
			INV INV-2392 Plant Repairs - BY2562A	196.19
			INV INV-2393 Plant Repairs - BY706	337.17
8000.83-01	25/09/2024	Aqwest		6.72
			INV 41138678/SEP24 Consumption Charges - 02/07/2024 to 30/07/2024	6.72
8000.8311-01	25/09/2024	Marchese Enterprises Pty Ltd t/as MJ Goods		340.00
			INV N19939 Bin Liners	340.00
8000.8511-01	25/09/2024	Bunbury Geographe Tours		330.00
			INV 04092024 Shuttle Service - Noongar Country Events	330.00
8000.8663-01	25/09/2024	Bunbury Trucks		404.80
			INV 207661C Key - BY751	404.80
8000.868-01	25/09/2024	Heatley Sales Pty Ltd		210.12
			INV Y640058 Convex Mirrors with Bracket	210.12
8000.9254-01	25/09/2024	Lawrence & Hanson Group Pty Ltd T/A Electrical Distributors		157.12
			INV 2236091 Electrical Supplies - Hands Oval	50.14
			INV 2232549 Electrical Supplies - Hands Oval	31.98
			INV 2218657 Electrical Supplies - Hands Oval	75.00
8000.9267-01	25/09/2024	Terrywhite Chemmart Southcity Bunbury		24.95
			INV 2428099 Staff Influenza Immunisations	24.95
8000.9300-02	25/09/2024	Katelyn Whitehurst		3,471.60
			INV 14092024 Noongar Country 2024 Curator Fee - BRAG	3,471.60
8000.9317-01	25/09/2024	West Australian Newspapers Ltd - Administration		126.01
			INV 95915/SEP24 Newspapers - Administration	126.01
8000.949-01	25/09/2024	Jacksons Drawing Supplies		302.20
			INV 24-00077112 Noongar Arts Program Art Supplies - BRAG	302.20
8000.958-01	25/09/2024	South West Isuzu		636.56
			INV 1597398 Vehicle Service - BY745P	450.00
			INV 1595042 Plant Maintenance - BY115V	186.56
8000.9880-01	25/09/2024	Abbey Murray Photography		416.24
			INV INV-966 Photography Services - BRAG	416.24
8002.6749-01	25/09/2024	Smith Constructions WA		343,410.24
			INV INV-02497 Forrest Park Pavilion Claim	343,410.24
8003.10248-01	25/09/2024	Karyn Rowe		112.00
			INV UMPIRE.12/09/24 SWSC Umpire Netball - 02/09/2024 to 12/09/2024	112.00
8003.10671-01	25/09/2024	Therese Marie Price		196.00
			INV UMPIRE.26/09/24 SWSC Umpire Netball - 16/09/2024 to 26/09/2024	28.00
			INV UMPIRE.12/09/24 SWSC Umpire Netball - 02/09/2024 to 12/09/2024	168.00
8003.10722-01	25/09/2024	Ready Industries Pty Ltd T/A 1300TempFence		254.10
			INV 720857 Temporary Fencing Hire - Boulters Heights	254.10
8003.11046-01	25/09/2024	Maddison Leyshon		140.00
			INV UMPIRE.26/09/24 SWSC Umpire Netball - 16/09/2024 to 26/09/2024	28.00
			INV UMPIRE.12/09/24 SWSC Umpire Netball - 02/09/2024 to 12/09/2024	112.00
8003.11075-01	25/09/2024	Koopa Evans		140.00
			INV UMPIRE.26/09/24 SWSC Umpire Netball - 16/09/2024 to 26/09/2024	28.00
			INV UMPIRE.12/09/24 SWSC Umpire Netball - 02/09/2024 to 12/09/2024	112.00
8003.11252-01	25/09/2024	Cassandra Ward		308.00

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV UMPIRE.26/09/24 SWSC Umpire Netball - 16/09/2024 to 26/09/2024	28.00
			INV UMPIRE.12/09/24 SWSC Umpire Netball - 02/09/2024 to 12/09/2024	280.00
8003.5040-01	25/09/2024	Australia Post - Rates		1,616.02
			INV 1013462376 Commission on Rate Payments - August 2024	1,616.02
8003.8498-01	25/09/2024	Kerrie Louise Bassett		84.00
			INV UMPIRE.26/09/24 SWSC Umpire Netball - 16/09/2024 to 26/09/2024	28.00
			INV UMPIRE.12/09/24 SWSC Umpire Netball - 02/09/2024 to 12/09/2024	56.00
8003.8506-01	25/09/2024	Teresa Maria Halligan		336.00
			INV UMPIRE.26/09/24 SWSC Umpire Netball - 16/09/2024 to 26/09/2024	56.00
			INV UMPIRE.12/09/24 SWSC Umpire Netball - 02/09/2024 to 12/09/2024	280.00
8003.8507-01	25/09/2024	Julie Combes		588.00
			INV UMPIRE.26/09/24 SWSC Umpire Netball - 16/09/2024 to 26/09/2024	56.00
			INV UMPIRE.12/09/24 SWSC Umpire Netball - 02/09/2024 to 12/09/2024	532.00
8003.8508-01	25/09/2024	Rebekka Flockton		168.00
			INV UMPIRE.26/09/24 SWSC Umpire Netball - 16/09/2024 to 26/09/2024	28.00
			INV UMPIRE.12/09/24 SWSC Umpire Netball - 02/09/2024 to 12/09/2024	140.00
8003.9963-01	25/09/2024	Charlotte Marie Ugle		200.00
			INV 261387 NAIDOC Painting for Exhibition at BREC	200.00
8003.9964-01	25/09/2024	Katherine Ugle		200.00
			INV 261380 NAIDOC Painting for Exhibition at BREC	200.00
8004.10127-01	25/09/2024	Molly Werner		525.42
			INV Reimburse1809-3 Reimbursement - Noongar Country 2024 Judges Dinner	320.04
			INV Reimburse180924 Reimbursement - End of Term Kids Party Supplies - BRAG	6.00
			INV Reimburse1809-2 Reimbursement - End of Term Kids Class Party Supplies - BRAG	57.69
			INV Reimburse1809-4 Reimbursement - Meals & Fuel Expenses IOTA Conference	141.69
8004.11376-01	25/09/2024	M Greeve		14,400.00
			INV ASN7444 Rates Refund	14,400.00
8004.11380-01	25/09/2024	J Shirren		821.15
			INV ASN1392 Rates Refund	821.15
8004.11394-01	25/09/2024	R Davies		315.68
			INV Refund12092024 Refund - SWSC Membership Cancellation	315.68
8004.11397-01	25/09/2024	S Slater		420.10
			INV Refund16092024 Refund - SWSC Membership Cancellation	420.10
8006.136-01	30/09/2024	Australian Taxation Office		252,361.76
			INV PP25-07 PAYG for COB Staff - F/E 24/09/2024	252,361.76
8007.10470-01	30/09/2024	Aware Super Clearing House		187,541.80
			INV PP25-07 Superannuation - September 2024	187,541.80
8008.11220-01	01/09/2024	City of Bunbury Credit Card - Manager Waste Operations		1,495.08
			INV AUGUST2024 Credit Card Activation	1.00
			INV 2023-154 Waste & Recycle Conference 2024 Registrations	1,494.08
8008.11221-01	01/09/2024	City of Bunbury Credit Card - Manager Infrastructure Maintenance		1.00
			INV AUGUST2024 Credit Card Activation	1.00
8008.11222-01	01/09/2024	City of Bunbury Credit Card - Manager Projects & Asset Management		1.00
			INV AUGUST2024 Credit Card Activation	1.00
8008.11223-01	01/09/2024	City of Bunbury Credit Card - Manager Economic Growth		1.00
			INV AUGUST2024 Credit Card Activation	1.00
8008.11224-01	01/09/2024	City of Bunbury Credit Card - Manager Planning & Building		1.00
			INV AUGUST2024 Credit Card Activation	1.00
8008.11225-01	01/09/2024	City of Bunbury Credit Card - Manager Community Wellbeing		257.39
			INV INV-0004779 Staff Training Registration - EIA 2024 Conference	256.39

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
			INV AUGUST2024 Credit Card Activation	1.00
8008.11226-01	01/09/2024	City of Bunbury Credit Card - Manager Communication & Place Activation		1,013.00
			INV HU4WP5U4 Staff Training Course Registration - The Art of Confident Leadership	367.00
			INV 24610 Staff Training Course Registration - Immediate Access/Online Course: DMI Paid Search PPC	645.00
			INV AUGUST2024 Credit Card Activation	1.00
8008.5560-01	01/09/2024	City of Bunbury Credit Card - Manager Finance		3,279.88
			INV 12592038 Accommodation for BRAG Exhibition - Stuart Elliot	340.00
			INV 56802WEB GoFax Monthly Fees - August 2024	14.95
			INV 12613346 Accommodation for BRAG Exhibition - Manua TeAoton	176.00
			INV SPONSORSHIP Sponsorship of World Vision Child	48.00
			C/N BRAG FANI Refund for Cancelled BRAG Accommodation - M Fani	-165.00
			INV 195087339 Infrastructure Depot - Staff Amenities	494.60
			INV 263403 Infrastructure Depot Printer Head	559.00
			INV 264052559 BRAG Shopify Subscription - 2024/25	10.71
			INV MC20364061 SWSC - Mailchimp Subscription	199.28
			INV 10915140 SWSC - Spotify Subscription	41.21
			INV 90321641 Australian Standards Intertekin Form - AS 4122-201	344.64
			INV T8WBQMK9 South West Regional Futures Launch - BGCCI	63.00
			INV 141653598 Library NBN Monthly Charge 2024/2025	141.99
			INV 13597952F Accommodation for Waste & Recycle Conference	1,011.50
8008.5564-01	01/09/2024	City of Bunbury Credit Card - Director Sustainable Development		1.00
			INV AUGUST2024 Credit Card Activation	1.00
8008.5566-01	01/09/2024	City of Bunbury Credit Card - Assistant to Director Corporate & Community		4,720.13
			INV W4U4MA63 Economic Briefing Breakfast Registrations	125.00
			INV 4375 BRAG Advisory Meeting Catering	22.00
			INV 06082024 Strategic Briefing Session Catering	15.50
			INV HVNFUSNX Economic Briefing Breakfast Registration	31.25
			INV 5WPP2L9X Economic Briefing Breakfast Registration	31.25
			INV 300029652 Business Architecture Guild - PD Membership	195.19
			INV 1640 Staff Amenities	176.00
			INV CHK4396 Strategic Briefing Session Catering	176.70
			INV 198723270 Community Meeting Catering	52.40
			INV DOC0063857-RC Staff Training - Agile Project Management Foundation	2,420.00
			INV 2179/99842503 Magnetic Hooks	27.60
			INV 1572267639 Staff Training - Creative Leadership Program	220.00
			INV 20082024 Gnaala Karla Booja Aboriginal Corporation Meeting	14.17
			INV 10119 Youth Advisory Council Meeting Catering	494.88
			INV 28082024 Staff Training Accommodation Expenses	518.19
			INV INV-2277 Flowers for Acknowledgement of Howard Taylor Donation	200.00
8008.5567-01	01/09/2024	City of Bunbury Credit Card - Chief Executive Officer		312.24
			INV AUGUST2024 Credit Card Activation Fee	1.00
			INV 22082024 BGCCI Meeting Refreshments	11.50
			INV 19996 RCAWA Canberra - Travel Expenses	29.87
			INV 1608202401 RCAWA Canberra - Travel Expenses	82.33
			INV 3878 RCAWA Canberra - Travel Expenses	18.11
			INV 4390 RCAWA Canberra - Travel Expenses	31.34
			INV 60 RCAWA Canberra - Meal Expenses	27.90
			INV 12082024 RCAWA Canberra - Travel Expenses	52.73
			INV 19334 AGWA Meeting - Parking Expenses	15.14
			INV 08082024 AGWA Meeting - Meal Expenses	42.32

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
8008.5568-01	01/09/2024	City of Bunbury Credit Card - Assistant to Chief Executive Officer		2,138.25
			INV 18082024 Tokyo Talent Tour Meeting Supplies	56.81
			INV 9441 Tokyo Talent Tour Camp Supplies - Dinner & Breakfast	224.14
			INV TPFr Tokyo Talent Tour Camp Lunch Catering	405.60
			INV 1030712264 Ordinary Council Meeting Catering	266.50
			INV 5BBUG9DU Bunbury Economic Briefing Breakfast Registrations	62.50
			INV FH5UHG8 Bunbury Economic Briefing Breakfast Registrations	62.50
			INV 590215 CEO & Shire of Capel Meeting Refreshments	10.80
			INV FAINV01217371 Tokyo Talent Tour First Aid Course	170.00
			INV 1287928 RCAWA Canberra Conference Accommodation	879.40
8008.6491-01	01/09/2024	City of Bunbury Credit Card - Marketing & Communications		1,634.65
			INV 45651522 Survey Monkey Subscription - Museum People's Choice	90.00
			INV MC10035533 BRAG Mailchimp Subscription 2024	114.78
			INV MC19125735 CoB Mailchimp Subscription 2023/2024	202.01
			INV EE2CL7U6J2 Advertising - SWSC	140.09
			INV 83M3W7GBM2 Advertising - Museum/BRAG/Library	187.77
			INV UZEVG7GBM2 Advertising - Library/Museum/BWP/BRAG	450.00
			INV 4FW5694BM2 Advertising - BWP/SWSC/BRAG/Museum	450.00
8008.6618-01	01/09/2024	City of Bunbury Credit Card - Sport & Recreation (SWSC)		619.32
			INV INV14465206 SWSC SendGrid Monthly Subscription	144.77
			INV 24478/24 Industrial Swimming Pool Chlorination Permit	136.00
			INV 197741925 SWSC Cafe Supplies	104.45
			INV 5270 SWSC Cafe Supplies	54.00
			INV 5478 SWSC Cafe Supplies	54.50
			INV 196983368 SWSC Cafe Supplies	125.60
8008.6619-01	01/09/2024	City of Bunbury Credit Card - Bunbury Wildlife Park (BWP)		30.00
			INV AUGUST2024 Credit Card Transaction Fee	1.00
			INV 969E1ACE-0011 Eventbrite Monthly Subscription - BWP	29.00
8008.6620-01	01/09/2024	City of Bunbury Credit Card - Fleet		47.90
			INV 148320676 Remake Number Plates - BY762	47.90
8008.7068-01	01/09/2024	City of Bunbury Credit Card - Libraries & Learning		30.00
			INV AUGUST2024 Credit Card Activation Fee	1.00
			INV 9114D1AE-0013 Eventbrite Subscription Library	29.00
8008.7069-01	01/09/2024	City of Bunbury Credit Card - Community Development		1.00
			INV AUGUST2024 Credit Card Activation	1.00
8008.7858-01	01/09/2024	City of Bunbury Credit Card - Assistant to Director Sustainable Development		651.25
			INV 2EMD3NCS Bunbury Economic Briefing Breakfast Registration	31.25
			INV 284504 Initial FOI Application Fee - Shire of Capel - Road Contributions to CoB	30.00
			INV 34196 Contractual Training and Membership Fees	560.00
			INV 1324904 Department of Planning Lands & Heritage FOI Application	30.00
8008.9181-01	01/09/2024	City of Bunbury Credit Card - Information Services		762.35
			INV AUGUST2024 Credit Card Activation Fee	1.00
			INV AT-337180512 Bitbucket 2019 Standard Subscription - 5 Users 17/08/2024 to 17/09/2024	25.60
			INV 2U2408607759 Algolia Web Search Subscription (Website) - 23/07/2024 to 22/08/2024	276.87
			INV 1028743 Samsung Galaxy A14 Screen Protectors	15.98
			INV 92713EA7-0007 Windmill Monthly Subscription - 08/08/2024 to 08/09/2024	171.92
			INV 260816 1Password Subscription - 08/08/2024 to 16/02/2025	87.31
			INV G055633813 Microsoft Azure Standard - Storage July 2024	0.53
			INV AT-339349239 Confluence (Cloud) Std 5 Users and Jira Software (Cloud) Standard 5 Users 26/08/2024 to 26/09/2024	119.59
			INV 260820 Samsung Galaxy XCover Battery Replacement	63.55

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Municipal Account**

Reference No.	Date	Payee	Description	Amount
8008.9564-01	01/09/2024	City of Bunbury Credit Card - Manager Sport & Recreation		1.00
			INV AUGUST2024 Credit Card Activation	1.00

Total: EFT Payments \$13,930,293.14

**Payroll Transfers**

PY25-06	11/09/2024	COB Municipal Account	Payroll - F/E 10/09/2024	884,173.58
PY25-07	24/09/2024	COB Municipal Account	Payroll - F/E 24/09/2024	874,848.50

\$1,759,022.08

Total: Payroll Transfers

**Total: COB Municipal Account**

**\$15,718,272.51**

**CERTIFICATION BY MANAGER FINANCE**

This Schedule of Accounts Paid is submitted to the Council Meeting on 05 November 2024 in accordance with the Local Government (Financial Management) Regulations 1996 Section 13. These accounts have been checked and are fully supported by vouchers and invoices, which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and costings.



\_\_\_\_\_  
**D. RANSOM**  
**MANAGER FINANCE**

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**COB Trust Account**

Reference No.	Date	Payee	Description	Amount
<b>EFT Payments</b>				
7989.419-01	04/09/2024	City of Bunbury		6,263.90
			INV SETAGAYA TOUR 24 2024 Setagaya Tour - Travel Funds - Yen	6,263.90
7991.10182-01	12/09/2024	Ms G M Stubbs		8,000.00
			INV SETAGAYA 2024 2024 Setagaya Tour - Travel Funds	8,000.00
7991.11160-01	12/09/2024	Stepnell Building & Renovations		342.50
			INV 6.2023.38591.1 BSL Levy Partial Refund	342.50
7991.419-01	12/09/2024	City of Bunbury		407.50
			INV 241694-G8N2T6 Commission on CTF Levies Collected - August 2024	82.50
			INV AUGUST 2024 Commission on BSL Levies Collected - August 2024	325.00
7991.7534-01	12/09/2024	Building and Construction Industry Training Board		17,274.61
			INV 241694-G8N2T6 CTF Levies Collected - August 2024	17,274.61
7991.7535-01	12/09/2024	Department of Mines, Industry Regulation and Safety		23,983.61
			INV AUGUST 2024 BSL Levies Collected - August 2024	23,983.61
8001.10057-01	25/09/2024	Janine Wallam		70.20
			INV 1366-JW01 BRAG - Sale of Artwork	70.20
8001.10319-01	25/09/2024	Jillian Frances Green		469.00
			INV 1363-TUD12 BRAG - Sale of Artwork	469.00
8001.10608-01	25/09/2024	Candice Nannup		257.40
			INV 1359-CN05 BRAG - Sale of Artwork	195.00
			INV 1361-CN11 BRAG - Sale of Artwork	62.40
8001.419-01	25/09/2024	City of Bunbury		464.36
			INV SEPT2024 BRAG - Commission on Artwork	464.36
8001.8059-01	25/09/2024	Dellas Bennell		380.64
			INV 1355-DB14 BRAG - Sale of Artwork	68.64
			INV 1370-DB51 BRAG - Sale of Artwork	312.00
8001.8129-01	25/09/2024	Beverly Thomson		171.60
			INV 1362-BT37 BRAG - Sale of Artwork	171.60
8001.8675-01	25/09/2024	Marjorie Elizabeth Ugle		15.60
			INV 1356-MU13 BRAG - Sale of Artwork	15.60
8001.9300-01	25/09/2024	Katelyn Whitehurst		70.20
			INV 1365-KW24 BRAG - Sale of Artwork	70.20
8001.9963-01	25/09/2024	Charlotte Marie Ugle		234.00
			INV 1365-CU41 BRAG - Sale of Artwork	62.40
			INV 1358-CU05 BRAG - Sale of Artwork	171.60
Total: EFT Payments				<u>\$58,405.12</u>

**Total: COB Trust Account**

**\$58,405.12**

**CERTIFICATION BY MANAGER FINANCE**

This Schedule of Accounts Paid is submitted to the Council Meeting on 05 November 2024 in accordance with the Local Government (Financial Management) Regulations 1996 Section 13. These accounts have been checked and are fully supported by vouchers and invoices, which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and costings.



**D. RANSOM**  
**MANAGER FINANCE**

**City of Bunbury**  
**Schedule of Accounts Paid for Period**  
**1/09/2024 to 30/09/2024**

**BVIC Trust Account**

Reference No.	Date	Payee	Description	Amount
<b>Cheque Payments</b>				
00009524	26/09/2024	Bunbury Seaview Apartments		763.62
			INV 13279102 Genus Infrastructure/Caufield/Biggins	763.62
				Total: Cheque Payments
				763.62
<b>EFT Payments</b>				
7980.419-01	02/09/2024	City of Bunbury		76.78
			INV 12920282 The Clifton - Davenport	40.26
			INV 13219944 The Clifton - Reynolds/Wilson	18.26
			INV 13233343 The Clifton/Leighton	18.26
7980.8808-01	02/09/2024	Clifton Motel & Grittelton Lodge		621.22
			INV 12920282 Davenport	325.74
			INV 13219944 Reynolds/Wilson	147.74
			INV 13233343 Leighton	147.74
7994.1281-01	17/09/2024	Ocean Drive Motel		160.20
			INV 13255156 Simpson	160.20
7994.1673-01	17/09/2024	Hotel Lord Forrest		1,263.80
			INV 13255532 Woods	182.45
			INV 13255553 Taylor	209.15
			INV 13255603 Broun	209.15
			INV 13259448 Bradfield	418.30
			INV 13266584 Eades	244.75
7994.1683-01	17/09/2024	Mercure Sanctuary Golf Resort		164.65
			INV 13285688 Rider	164.65
7994.419-01	17/09/2024	City of Bunbury		310.09
			INV 13255156 Ocean Drive/Simpson	19.80
			INV 13255532 Lord Forrest/Woods	22.55
			INV 13255553 Lord Forrest/Taylor	25.85
			INV 13255603 Lord Forrest/Broun	25.85
			INV 13259448 Lord Forrest/Bradfield	51.70
			INV 13266584 Lord Forrest/Eades	30.25
			INV 13269955 The Clifton/McCoy	19.36
			INV 13279102 Bunbury Seaview Apartments - Genus Infrastructure/Caufield/Biggins	94.38
			INV 13285688 Mecure Golf Resort/Rider	20.35
7994.6068-01	17/09/2024	Bunbury Seaview Apartments		0.00
7994.8808-01	17/09/2024	Clifton Motel & Grittelton Lodge		156.64
			INV 13269955 McCoy	156.64
				Total: EFT Payments
				\$2,753.38

**Total: BVIC Trust Account \$3,517.00**

**CERTIFICATION BY MANAGER FINANCE**

This Schedule of Accounts Paid is submitted to the Council Meeting on 05 November 2024 in accordance with the Local Government (Financial Management) Regulations 1996 Section 13. These accounts have been checked and are fully supported by vouchers and invoices, which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and costings.



**D. RANSOM**  
**MANAGER FINANCE**



### 10.3.4 Financial Management Report for the Period Ending 30 September 2024

<b>File Ref:</b>	COB/6615	
<b>Applicant/Proponent:</b>	Internal Report	
<b>Responsible Officer:</b>	David Ransom, Manager Finance	
<b>Responsible Manager:</b>	David Ransom, Manager Finance	
<b>Executive:</b>	Karin Strachan, Director Strategy and Organisational Performance	
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Legislative	<input type="checkbox"/> Review <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Information Purposes
<b>Attachments:</b>	Appendix 10.3.4-A: Statement of Comprehensive Income Appendix 10.3.4-B: Statement of Financial Activity Appendix 10.3.4-C: Statement of Net Current Assets Appendix 10.3.4-D: Statement of Financial Position Appendix 10.3.4-E: Capital Projects Expenditure Summary Appendix 10.3.4-F: Operating Projects Expenditure Summary Appendix 10.3.4-G: Monthly Community Financial Report	

#### Summary

The following comments are provided on the key elements of the City’s financial performance.

- Statement of Comprehensive Income (**attached** at Appendix 10.3.4-A)  
 Actual Financial Performance to 30 September 2024 (refer explanations within the report)
  - Actual operating income of \$63.43M is \$439K more than the year-to-date budgeted income of \$62.99M.
  - Actual operating expenditure of \$18.50M is \$937K under the year-to-date budgeted expenditure of \$19.44M.
  - Actual operating surplus of \$44.93M is \$1.37M more than the year-to-date budgeted operating surplus of \$43.55M.

- Statement of Financial Activity (**attached** at Appendix 10.3.4-B)

Closing funding deficit to 30 June 2025 is forecast at \$49,482, due to end of year forecast movements, which will form part of the October Budget Review. This amount excludes any changes to the budgeted opening surplus position as at 1 July 2024 which is anticipated to be \$473K higher than expected and will be confirmed as part of the audit of the 2023/24 Financial Statements.

- Statement of Financial Position (**attached** at Appendix 10.3.4-D)

The City’s year-to-date actuals and end of financial year (F/Y) forecast balances are as follows:

	Year-to-date	Forecast
* Current Assets of \$78.31M includes:		
- Cash and Investments	\$47.99M	\$26.62M
- Rates Receivable	\$29.19M	\$1.93M
- Other Current Assets	\$1.13M	\$2.26M
* Current Liabilities of \$11.88M includes:		
- Trade and Other Payables	\$3.47M	\$8.48M

-	Annual Leave and LSL Provisions	\$5.57M	\$5.88M
*	Working Capital (Current Assets less Current Liabilities)	\$66.43M	\$13.45M
*	Equity (Total Assets less Total Liabilities)	\$540.08M	\$492.91M
4.	Capital Works ( <b>attached</b> at Appendix 10.3.4-E)		
-	Actual capital works of \$5.38M is \$926K less than the year-to-date budgeted capital works of \$6.30M (refer explanation within report).		
-	The progress of capital works is monitored monthly.		
-	Capital works include a combination of funding sources including municipal, reserve and grant funds.		
5.	Operating Project Expenditure ( <b>attached</b> at Appendix 10.3.4-F)		
-	Actual operating project expenditure of \$816K is \$560K less than the year-to-date budgeted operating project expenditure of \$1.38M.		
-	Operating projects include a combination of funding sources including municipal, reserve and grant funds.		

### Executive Recommendation

The Financial Management Report for the period ending 30 September 2024 be received.

*Voting Requirements: Simple Majority*

### Strategic Relevance

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

### Background

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

- Statement of Comprehensive Income (**attached** at Appendix 10.3.4-A)
- Statement of Financial Activity (**attached** at Appendix 10.3.4-B)
- Statement of Net Current Assets (**attached** at Appendix 10.3.4-C)
- Statement of Financial Position (**attached** at Appendix 10.3.4-D)
- Capital Projects Expenditure Summary (**attached** at Appendix 10.3.4-E)
- Operating Projects Summary (**attached** at Appendix 10.3.4-F)
- Monthly Community Financial Report (**attached** at Appendix 10.3.4-G)

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

### Council Policy Compliance

Not applicable.

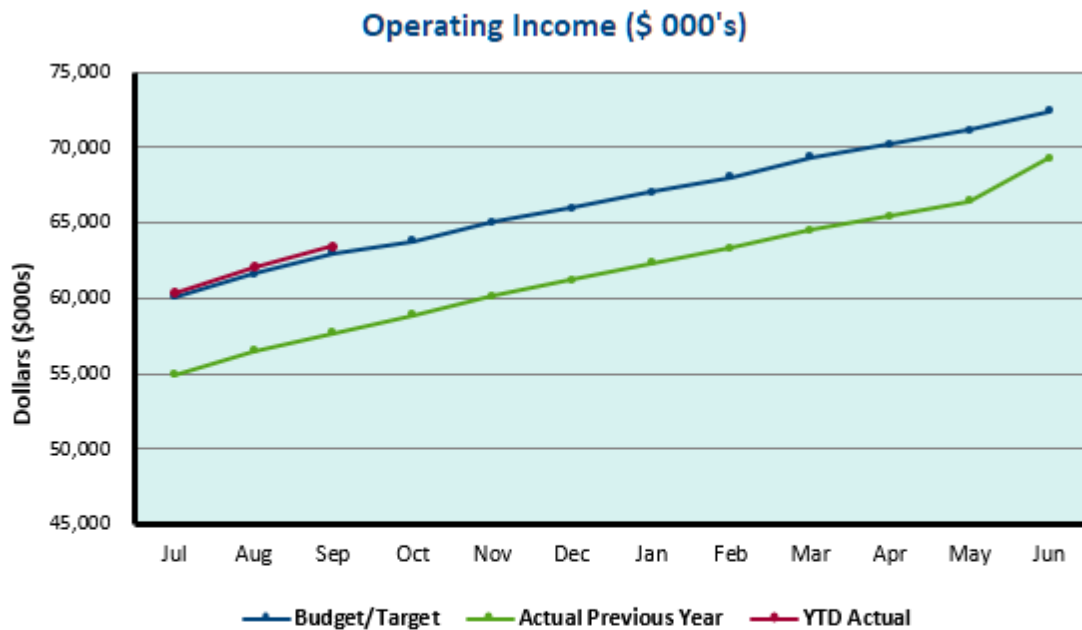
### Legislative Compliance

In accordance with the provisions of Section 6.4 of the Local Government Act 1995 and Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996, a Local Government is to prepare each month a Statement of Financial Activity (**attached** at Appendix 10.3.4-B) reporting on the revenue and expenditure as set out in the annual budget under Regulations 22 (1) (d) for this month.

At the Special Council Meeting 23 July 2024, Council adopted that a variance between actual and budget-to-date of greater than or equal to 10% and \$25,000 is a material variance for reporting purposes in the Statement of Financial Activity for 2024/25.

### Officer Comments

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

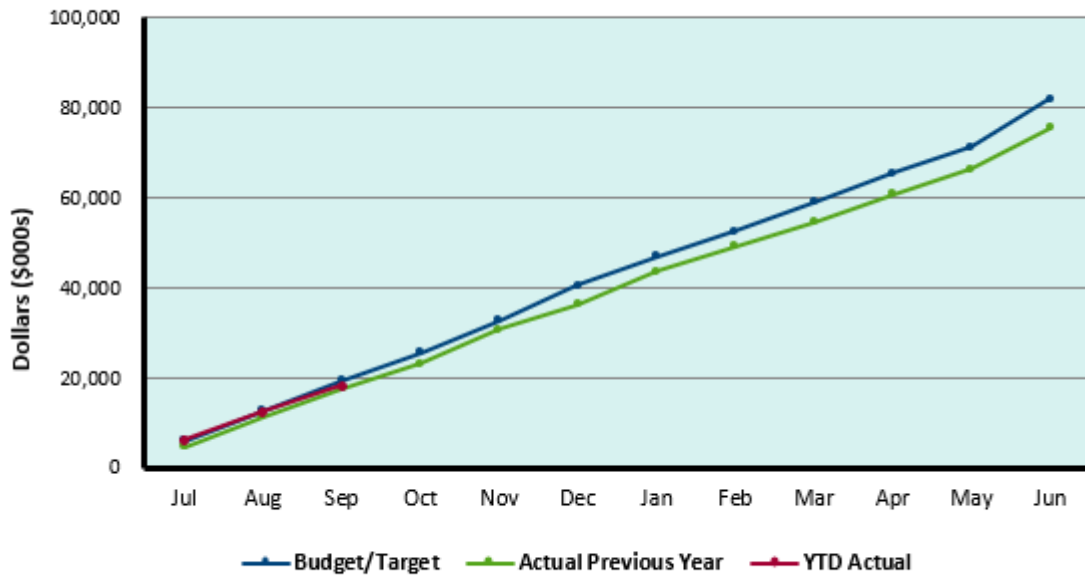


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**Note:** Operating income includes: rates, fees and charges, operating grants and subsidies, contributions, reimbursements and donations, interest and other revenue.

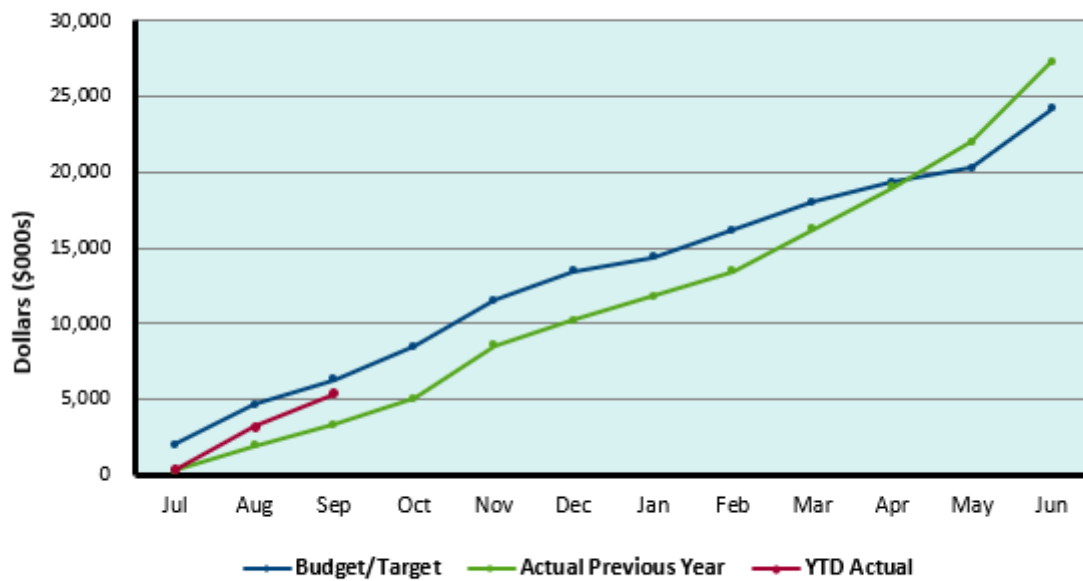
Actual operating income of \$63.43M is \$439K more than the year-to-date budgeted income of \$62.99M.

### Operating Expenditure (\$ 000's)



Note: Actual operating expenditure is below the year-to-date budget by \$937K.

### Capital Expenditure (\$ 000's)



Note: The actual capital expenditure at the end of September 2024 of \$5.38M is \$926K less than the year-to-date budget of \$6.30M. The monthly Capital Projects Summary report provides more detail on all capital projects.

The following is an explanation of significant variances identified in the statement of Financial Activity. Please refer to Appendices 10.3.4-E and 10.3.4-F for more detailed information regarding projects:

<b>Statement of Financial Activity</b>	<b>YTD Actual to Budget Variance</b>
<b>Operating Revenue</b>	
<i>Contributions Reimbursements and Donations</i> – Favourable year-to-date variance of \$212K mainly due to higher than expected, workers compensation reimbursements (\$96K), government paid parental leave (\$43K) and deceased estate donation to Bunbury Wildlife Park of (\$27K). End of year forecasts have been updated.	\$212,129 168%
<b>Capital Expenses</b>	
<i>Acquisition of Assets</i> – Favourable year-to-date variance due to the timing of capital expenditure. The capital projects are monitored monthly. Key project variances include:  PR-2403 Replace Forrest Park Pavilion - \$304K PR-5113 Blackspot Roadworks 2023/24 - \$180K PR-5164 Renew or refurbish community, corporate, sport and leisure buildings as per AMP 2024/25 - \$70K PR-5111 Bunbury Airport apron expansion - \$46K PR-4696 Replace boardwalks, lookouts and beach access stairs 2023/24 - 40K	\$925,575 15%
<i>Right of Use Lease Payments</i> – Favourable year-to-date variance due to timing of new ICT leasing contracts yet to commence (\$58K).	\$58,256 52%

**Analysis of Financial and Budget Implications**

This Financial Management Report on the financial performance of the City is provided for Councillors information and does not have any financial or budget implications for the 2024/25 financial year. Any forecasts changes noted will be included in the October 2024 Budget review.

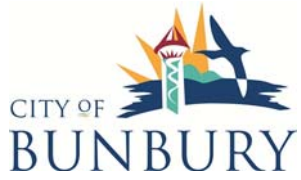
**Community Consultation**

There is no requirement for community consultation on this report. A Monthly Community Financial Report (attached at Appendix 10.3.4-G) has been prepared to give the community an easy-to-understand summary of the City’s financial performance. This report is made available on the City’s website for community information.

**Councillor/Officer Consultation**

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

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



# **STATEMENT of COMPREHENSIVE INCOME**

**Period Ending September 2024**

**Tuesday, 15 October, 2024**

City of Bunbury Statement of Comprehensive Income Period Ending September 2024	Year to Date			Tuesday, 15 October, 2024		
	Actual	Budget	% Var	Original Budget	Current Budget	Forecast
<b>Rates</b>						
Rates General Inc	49,551,409	49,549,799	0	49,549,799	49,549,799	49,549,799
Rates Interim Inc	80,453	76,210	(6)	141,197	141,197	141,197
Rates Specified Area Inc	61,272	61,272	0	61,272	61,272	61,272
	<b>49,693,133</b>	<b>49,687,281</b>	<b>0</b>	<b>49,752,268</b>	<b>49,752,268</b>	<b>49,752,268</b>
<b>Operating Grants and Subsidies</b>						
Operating Grant Inc	818,936	817,005	0	2,507,658	2,507,658	2,577,783
	<b>818,936</b>	<b>817,005</b>	<b>0</b>	<b>2,507,658</b>	<b>2,507,658</b>	<b>2,577,783</b>
<b>Contributions Reimbursements and Donation</b>						
Contribution Inc	68,541	40,000	(71)	119,050	119,050	132,550
Donation Inc	27,977	875	(3097)	3,500	3,500	31,000
Reimbursement Inc	241,715	85,229	(184)	308,834	308,834	441,022
	<b>338,233</b>	<b>126,104</b>	<b>(168)</b>	<b>431,384</b>	<b>431,384</b>	<b>604,572</b>
<b>Fees and Charges</b>						
Building and Planning Fee Inc	183,740	158,213	(16)	438,720	438,720	438,720
Fine and Penalty Fee Inc	24,145	26,651	9	80,000	80,000	80,000
General Hire Fee Inc	29,101	21,207	(37)	85,950	85,950	85,950
Miscellaneous Fee and Charge Inc	496,166	460,887	(8)	1,692,273	1,692,273	1,692,273
Parking Fee Inc	64,123	74,120	13	242,870	242,870	242,870
Property Lease and Rental Fee Inc	278,079	241,611	(15)	870,380	870,380	870,380
Rating Fee Inc	113,328	111,101	(2)	152,750	152,750	152,750
Sports Facility Fee Inc	1,234,940	1,094,048	(13)	4,135,750	4,135,750	4,135,750
Waste Collection Charge Inc	9,368,771	9,427,938	1	9,427,938	9,427,938	9,427,938
	<b>11,792,394</b>	<b>11,615,776</b>	<b>(2)</b>	<b>17,126,631</b>	<b>17,126,631</b>	<b>17,126,631</b>
<b>Interest Received</b>						
Cash and Investment Interest Inc	379,824	394,836	4	1,832,651	1,832,651	1,832,651
Rates Debtor Interest Inc	322,229	265,154	(22)	429,500	429,500	429,500
	<b>702,053</b>	<b>659,990</b>	<b>(6)</b>	<b>2,262,151</b>	<b>2,262,151</b>	<b>2,262,151</b>
<b>Other Revenue</b>						
Miscellaneous Inc	81,361	80,646	(1)	343,350	343,350	343,350
	<b>81,361</b>	<b>80,646</b>	<b>(1)</b>	<b>343,350</b>	<b>343,350</b>	<b>343,350</b>
<b>Total</b>	<b>63,426,109</b>	<b>62,986,802</b>		<b>72,423,442</b>	<b>72,423,442</b>	<b>72,666,755</b>

	Actual	Budget	% Var	Original Budget	Current Budget	Forecast
<b>Employee Costs</b>						
Other Employee Related Exp	(1,347,957)	(1,432,983)	6	(5,597,967)	(5,597,967)	(5,597,967)
Salary Accruals Exp	-	-	0	(362,721)	(362,721)	(362,721)
Salary Exp	(7,086,458)	(7,501,689)	6	(31,335,733)	(31,335,733)	(31,401,233)
	<b>(8,434,415)</b>	<b>(8,934,672)</b>	<b>6</b>	<b>(37,296,421)</b>	<b>(37,296,421)</b>	<b>(37,361,921)</b>
<b>Material and Contracts</b>						
Bank Fee and Charges Exp	(23,992)	(25,866)	7	(129,565)	(129,565)	(129,565)
Consultants Exp	(324,419)	(659,649)	51	(4,249,906)	(4,249,906)	(4,350,406)
Contractors Exp	(2,238,442)	(2,109,365)	(6)	(12,430,133)	(12,430,133)	(12,417,740)
Equipment Lease or Hire Exp	(26,960)	(33,875)	20	(80,250)	(80,250)	(80,250)
Fuel Exp	(126,179)	(145,836)	13	(607,145)	(607,145)	(607,145)
Material Exp	(447,458)	(555,158)	19	(2,542,302)	(2,542,302)	(2,542,302)
Software License or Maintenance Exp	(1,135,937)	(1,173,727)	3	(1,926,855)	(1,926,855)	(1,926,855)
	<b>(4,323,388)</b>	<b>(4,703,476)</b>	<b>8</b>	<b>(21,966,156)</b>	<b>(21,966,156)</b>	<b>(22,054,263)</b>
<b>Insurance</b>						
Insurance Exp	(413,477)	(410,216)	(1)	(836,211)	(836,211)	(836,211)
	<b>(413,477)</b>	<b>(410,216)</b>	<b>(1)</b>	<b>(836,211)</b>	<b>(836,211)</b>	<b>(836,211)</b>
<b>Interest Expense</b>						
Interest Accrual Exp	-	-	0	(901)	(901)	(901)
Interest Loan Borrowings Exp	(10,000)	(15,371)	35	(850,486)	(850,486)	(850,486)
	<b>(10,000)</b>	<b>(15,371)</b>	<b>35</b>	<b>(851,387)</b>	<b>(851,387)</b>	<b>(851,387)</b>
<b>Utilities</b>						
Electricity Exp	(431,687)	(425,286)	(2)	(1,879,000)	(1,879,000)	(1,879,000)
Gas Exp	(59,395)	(72,139)	18	(285,000)	(285,000)	(285,000)
Sewerage Exp	(27,389)	(19,465)	(41)	(84,250)	(84,250)	(84,250)
Water Exp	(183,780)	(184,875)	1	(676,350)	(676,350)	(676,350)
	<b>(702,250)</b>	<b>(701,765)</b>	<b>0</b>	<b>(2,924,600)</b>	<b>(2,924,600)</b>	<b>(2,924,600)</b>
<b>Depreciation</b>						
Depreciation Bridges Exp	(30,080)	(30,081)	0	(120,320)	(120,320)	(120,320)
Depreciation Building Exp	(669,026)	(669,025)	0	(2,676,102)	(2,676,102)	(2,676,102)
Depreciation Equipment Exp	(172,130)	(172,130)	0	(688,518)	(688,518)	(688,518)
Depreciation Furniture and Fittings Exp	(2,289)	(2,290)	0	(9,156)	(9,156)	(9,156)
Depreciation Lease Expense	(64,522)	(64,719)	0	(310,874)	(310,874)	(310,874)
Depreciation Marine Exp	(197,519)	(197,519)	0	(790,078)	(790,078)	(790,078)
Depreciation Open Space Exp	(342,190)	(342,191)	0	(1,368,761)	(1,368,761)	(1,368,761)
Depreciation Other Infrastructure Exp	(278,528)	(278,527)	0	(1,114,110)	(1,114,110)	(1,114,110)
Depreciation Pathways Exp	(345,945)	(345,945)	0	(1,383,780)	(1,383,780)	(1,383,780)
Depreciation Plant and Vehicle Exp	(226,337)	(226,336)	0	(905,348)	(905,348)	(905,348)
Depreciation Roads Exp	(1,010,431)	(1,010,430)	0	(4,041,722)	(4,041,722)	(4,041,722)
Depreciation Stormwater Exp	(307,686)	(307,686)	0	(1,230,745)	(1,230,745)	(1,230,745)
Depreciation Structures Exp	(101,654)	(101,654)	0	(406,618)	(406,618)	(406,618)
	<b>(3,748,336)</b>	<b>(3,748,533)</b>	<b>0</b>	<b>(15,046,132)</b>	<b>(15,046,132)</b>	<b>(15,046,132)</b>



City of Bunbury Statement of Comprehensive Income Period Ending September 2024	Year to Date			Tuesday, 15 October, 2024		
	Actual	Budget	% Var	Original Budget	Current Budget	Forecast
<b>Other Expense</b>						
Contrib, Donation and Sponsorship Exp	(540,550)	(612,742)	12	(1,947,191)	(1,947,191)	(1,982,120)
Elected Member Exp	(146,213)	(158,505)	8	(687,336)	(687,336)	(687,336)
Miscellaneous Exp	(180,131)	(152,361)	(18)	(341,916)	(341,916)	(399,416)
Taxation and Levy Exp	-	-	0	(88,495)	(88,495)	(88,495)
Write-Off Exp	(1,819)	(380)	(379)	(58,445)	(58,445)	(58,445)
	<b>(868,713)</b>	<b>(923,988)</b>	<b>6</b>	<b>(3,123,383)</b>	<b>(3,123,383)</b>	<b>(3,215,812)</b>
<b>Total</b>	<b>(18,500,579)</b>	<b>(19,438,021)</b>		<b>(82,044,290)</b>	<b>(82,044,290)</b>	<b>(82,290,326)</b>
<b>OPERATING SURPLUS or (DEFICIT)</b>	<b>44,925,530</b>	<b>43,548,781</b>		<b>(9,620,848)</b>	<b>(9,620,848)</b>	<b>(9,623,571)</b>

City of Bunbury Statement of Comprehensive Income Period Ending September 2024	Year to Date			Tuesday, 15 October, 2024		
	Actual	Budget	% Var	Original Budget	Current Budget	Forecast
<b>Grants and Contributions for the Development of Assets</b>						
Capital Grant Subsidy and Contrib Inc	310,134	290,965	(7)	7,286,842	7,366,842	7,465,060
Self Supporting Loans - Debtors	-	-	0	(36,816)	(36,816)	(36,816)
Self Supporting Loans Inc	-	-	0	36,816	36,816	36,816
	<b>310,134</b>	<b>290,965</b>	<b>(7)</b>	<b>7,286,842</b>	<b>7,366,842</b>	<b>7,465,060</b>
<b>Proceeds from Disposal of Assets</b>						
Proceeds Land Disposal	-	-	0	150,000	150,000	150,000
Proceeds Plant and Vehicle Disposals	-	-	0	452,126	452,126	452,126
	-	-		<b>602,126</b>	<b>602,126</b>	<b>602,126</b>
<b>Value of Assets Disposed</b>						
Value of Plant and Vehicles Disposed	-	-	0	(377,301)	(377,301)	(377,301)
	-	-		<b>(377,301)</b>	<b>(377,301)</b>	<b>(377,301)</b>
<b>Total</b>	<b>310,134</b>	<b>290,965</b>		<b>7,511,667</b>	<b>7,591,667</b>	<b>7,689,885</b>
<b>NET RESULT</b>	<b>45,235,664</b>	<b>43,839,746</b>		<b>(2,109,181)</b>	<b>(2,029,181)</b>	<b>(1,933,686)</b>

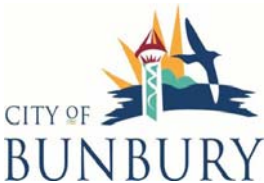


# **STATEMENT of FINANCIAL ACTIVITY**

**Period Ending 30 September 2024**

**Thursday, 17 October, 2024**

City of Bunbury Statement of Financial Activity Period Ending 30 September 2024	Year to Date			Thursday, 17 October, 2024		
	Actual	Budget	% Var	Original Budget	Current Budget	End Year Forecast
<b>Operating Revenues</b>						
Grants and Subsidies - Operating	818,936	817,005	(0)	2,507,658	2,507,658	2,577,783
Contributions Reimbursements and Donations	338,233	126,104	(168) ⚠	431,384	431,384	604,572
Fees and Charges	11,792,394	11,615,776	(2)	17,126,631	17,126,631	17,126,631
Interest Received	702,053	659,990	(6)	2,262,151	2,262,151	2,262,151
Other Revenue	81,361	80,646	(1)	343,350	343,350	343,350
<b>Total Revenues (Excluding Rates)</b>	<b>13,732,977</b>	<b>13,299,521</b>		<b>22,671,174</b>	<b>22,671,174</b>	<b>22,914,487</b>
<b>Operating Expenses</b>						
Employee Costs	(8,434,415)	(8,934,672)	6	(37,296,421)	(37,296,421)	(37,361,921)
Material and Contracts	(4,323,388)	(4,703,476)	8	(21,966,156)	(21,966,156)	(22,054,263)
Depreciation	(3,748,336)	(3,748,533)	0	(15,046,132)	(15,046,132)	(15,046,132)
Interest Expense	(10,000)	(15,371)	35	(851,387)	(851,387)	(851,387)
Utilities	(702,250)	(701,765)	(0)	(2,924,600)	(2,924,600)	(2,924,600)
Insurance	(413,477)	(410,216)	(1)	(836,211)	(836,211)	(836,211)
Other Expense	(868,713)	(923,988)	6	(3,123,383)	(3,123,383)	(3,215,812)
<b>Total</b>	<b>(18,500,579)</b>	<b>(19,438,021)</b>		<b>(82,044,290)</b>	<b>(82,044,290)</b>	<b>(82,290,326)</b>
<b>Funding Balance Adjustments</b>						
Add Back Depreciation	3,748,336	3,748,533	0	15,046,132	15,046,132	15,046,132
<b>Net Operating (Excluding Rates)</b>	<b>(1,019,266)</b>	<b>(2,389,967)</b>		<b>(44,326,984)</b>	<b>(44,326,984)</b>	<b>(44,329,707)</b>
<b>Movement in Non-Current Assets and Liabilities</b>						
Movement in Non Current Provisions				62,100	62,100	62,100
Movement in Deferred Pensioner Rates	25,931					(0)
<b>Total</b>	<b>25,931</b>	<b>(0)</b>		<b>62,100</b>	<b>62,100</b>	<b>62,100</b>
<b>Capital Revenues</b>						
Grants and Contributions for the Development of Assets	310,134	290,965		7,286,842	7,366,842	7,465,060
Proceeds from New Debentures	(0)	(0)		4,000,000	4,000,000	4,000,000
Proceeds on Disposal of Assets	(0)	(0)		602,126	602,126	602,126
Transfers from Restricted Cash	(81,051)	(0)		5,034,495	5,244,025	4,848,135
Loan Repayments - Self Supporting	(0)	(0)		36,816	36,816	36,816
<b>Total</b>	<b>229,083</b>	<b>290,965</b>		<b>16,960,279</b>	<b>17,249,809</b>	<b>16,952,137</b>
<b>Capital Expenses</b>						
Acquisition of Assets	(5,376,463)	(6,302,038)	15 ⚠	(23,910,870)	(24,200,400)	(23,949,487)
Repayment of Debentures	(0)	(0)		(2,585,933)	(2,585,933)	(2,585,933)
Right of Use Lease Payments	(53,222)	(111,478)	52 ⚠	(298,477)	(298,477)	(298,477)
<b>Total</b>	<b>(5,429,686)</b>	<b>(6,413,516)</b>		<b>(26,795,280)</b>	<b>(27,084,810)</b>	<b>(26,833,897)</b>
<b>Total Net Operating and Capital</b>	<b>(6,193,938)</b>	<b>(8,512,518)</b>		<b>(54,099,885)</b>	<b>(54,099,885)</b>	<b>(54,149,367)</b>
Rates	49,693,133	49,687,281	(0)	49,752,268	49,752,268	49,752,268
Add Surplus (Deficit) July 1 Brought Forward	4,347,617	4,347,617	0	4,347,617	4,347,617	4,347,617
<b>Closing Funding Surplus (Deficit)</b>	<b>47,846,811</b>	<b>45,522,380</b>		<b>0</b>	<b>0</b>	<b>(49,482)</b>



**STATEMENT of NET CURRENT ASSETS**

**Period Ending 30 September 2024**

**Thursday, 17 October, 2024**

City of Bunbury Statement of Net Current Assets Period Ending 30 September 2024	Forecast Opening Balance	Actual	Thursday, 17 October, 2024 Current Budget	End Year Forecast
<b>Current Assets</b>				
Cash Unrestricted	14,264,769	26,606,981	10,217,773	10,168,291
Cash Restricted	21,301,908	21,382,959	16,057,883	16,453,773
Trade and Other Receivables	4,037,504	30,117,374	4,037,504	4,037,504
Inventories	148,840	201,908	148,840	148,840
	<b>39,753,021</b>	<b>78,309,222</b>	<b>30,462,000</b>	<b>30,808,408</b>
<b>Current Liabilities</b>				
Trade and Other Payables	6,332,672	1,319,992	6,332,672	6,332,672
Contract Liabilities	2,150,946	2,150,946	2,150,946	2,150,946
Provisions	5,583,063	5,571,698	5,883,684	5,883,684
	<b>14,066,681</b>	<b>9,042,636</b>	<b>14,367,302</b>	<b>14,367,302</b>
<b>NET CURRENT ASSETS</b>	<b>25,686,340</b>	<b>69,266,586</b>	<b>16,094,698</b>	<b>16,441,106</b>
<b>Less</b>				
Cash - Restricted	21,301,908	21,382,959	16,057,883	16,453,773
Receivables	36,816	36,816	36,816	36,816
<b>NET CURRENT ASSET POSITION</b>	<b>4,347,617</b>	<b>47,846,811</b>	<b>0</b>	<b>(49,482)</b>



**STATEMENT of FINANCIAL POSITION**

**Period Ending 30 September 2024**

**Thursday, 17 October, 2024**

Statement of Financial Position  
Period Ending 30 September 2024Forecast  
Opening  
Balance

Actual

Current  
BudgetEnd Year  
Forecast**Current Assets**

Cash and Investments	35,566,677	47,989,941	26,275,656	26,622,064
Trade and Other Receivables	4,037,504	30,117,374	4,037,504	4,037,504
Inventories	148,840	201,908	148,840	148,840
	<b>39,753,021</b>	<b>78,309,222</b>	<b>30,462,000</b>	<b>30,808,408</b>

**Current Liabilities**

Trade and Other Payables	8,483,618	3,470,938	8,483,618	8,483,618
Current Provisions	5,583,063	5,571,698	5,883,684	5,883,684
Current Loan Liability	2,834,351	2,834,351	2,986,849	2,986,849
	<b>16,901,032</b>	<b>11,876,987</b>	<b>17,354,151</b>	<b>17,354,151</b>

**Non Current Assets**

Non Current Receivables	4,387,628	4,361,697	4,350,812	4,350,812
Property, Plant and Equipment	235,729,343	234,595,040	230,934,040	230,934,040
Infrastructure	218,525,037	215,911,003	208,068,903	208,068,903
Work in Progress	29,006,983	34,383,446	53,207,383	52,956,470
	<b>487,648,990</b>	<b>489,251,186</b>	<b>496,561,138</b>	<b>496,310,224</b>

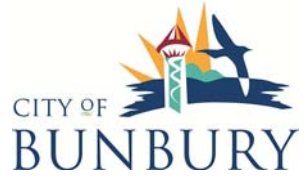
**Non Current Liabilities**

Non Current Payables	401,519	401,519	463,619	463,619
Non Current Provisions	647,211	647,211	647,211	647,211
Non Current Loan Liability	14,611,676	14,558,454	15,746,764	15,746,764
	<b>15,660,406</b>	<b>15,607,183</b>	<b>16,857,594</b>	<b>16,857,594</b>

**Equity**

Retained Surplus	197,230,820	242,385,433	198,530,449	198,225,692
Reserves - Cash Backed	19,386,692	19,467,743	16,057,883	16,458,134
Reserves - Asset Revaluation	278,223,062	278,223,062	278,223,062	278,223,062
	<b>494,840,573</b>	<b>540,076,238</b>	<b>492,811,393</b>	<b>492,906,887</b>





# **Capital Projects Summary**

**(With Comments)**

**Period Ending September 2024**

**Tuesday, 15 October, 2024**

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
<b>Airport</b>										
PR-5111 Bunbury Airport apron expansion	<i>Progress 85%</i>	7,429	182,218	228,982	<i>(20)%</i>	228,982	228,982	163,756	(65,226)	
<i>Project Progress Comments:</i>										
<i>Works in progress, anticipated completion October 2024. Linemarking and clean-up pending contractor availability.</i>										
PR-5112 Bunbury Airport compass swinging bay	<i>Progress 85%</i>	28,068	99,668	104,778	<i>(5)%</i>	104,778	104,778	104,778	-	
<i>Project Progress Comments:</i>										
<i>Works in progress, anticipated completion October 2024.</i>										
<b>Total for Airport</b>		<b>35,497</b>	<b>281,886</b>	<b>333,760</b>		<b>333,760</b>	<b>333,760</b>	<b>268,534</b>	<b>(65,226)</b>	
<b>Bunbury Regional Art Gallery</b>										
PR-5160 Purchase artworks for the City Art Collection 2024/25	<i>Progress 20%</i>	8,182	-	9,000	<i>(100)%</i>	40,000	40,000	40,000	-	
<i>Project Progress Comments:</i>										
<i>Acquisition policy is currently being reviewed due to organisational changes - three potential artworks identified for acquisition 3 x additional artworks awaiting approval from acquisition panel. 1 x artwork acquired</i>										
<b>Total for Bunbury Regional Art Gallery</b>		<b>8,182</b>	<b>-</b>	<b>9,000</b>		<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>-</b>	
<b>Bunbury Wildlife Park</b>										
PR-5340 Bunbury Wildlife Park bulk feed storage	<i>Progress 0%</i>	-	-	-	<i>0 %</i>	7,000	7,000	7,000	-	
<i>Project Progress Comments:</i>										
<i>Project not due to commence until October 2024</i>										
<b>Total for Bunbury Wildlife Park</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>-</b>	

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
<b>Economic Development</b>										
PR-3830 Subdivision and sale of part Lot 3 Blair Street	Progress 15%	23,355	-	-	0%	221,332	221,332	221,332	-	
<i><u>Project Progress Comments:</u></i>										
<i>The City's Lawyer Jackson McDonald have been progressing Sales and Development contract negotiations working with CEO and Officers. The City received further negotiation comments from the Buyers lawyer on 27 September 2024, which are currently be assessed in the hope to be sign the agreement in the very near future.</i>										
<i>The proposed buyer and architect presented the proposed concept plans at a Council briefing on 10 September 2024, where they informed of positive relations and goodwill relating to negotiations and Planning aspects</i>										
<i>Subdivision is progressing with no concerns from either party. The Western Power application has been submitted seeking quote for works as required for subdivision.</i>										
PR-5078 Sale of Lot 618 (11) Nyabing Way	Progress 5%	4,450	-	-	0%	4,455	4,455	4,455	-	
<i><u>Project Progress Comments:</u></i>										
<i>The site is currently listed with an agent (Summitt) for sale and marketing.</i>										
PR-5082 Relocate Bunbury Visitor Centre	Progress 75%	-	-	-	0%	84,399	84,399	84,399	-	
<i><u>Project Progress Comments:</u></i>										
<i>The Bunbury Dolphin Discover Centre was advised of Councils decision and arrangements have been made for the Visitor Centre to complete relocation to the Museum on Monday 7th October. Internal design and functionality aspects are still in progress, with the Visitor Centre and Museum teams collaborating to achieve satisfactory working arrangements for both.</i>										
<b>Total for Economic Development</b>		<b>27,805</b>	<b>-</b>	<b>-</b>		<b>310,186</b>	<b>310,186</b>	<b>310,186</b>	<b>-</b>	

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
<b>Executive Leadership - CEO</b>										
PR-5106 World Class South West Regional Gallery - Stage 1	Progress 15%	82,710	10,540	-	0%	225,000	225,000	225,000	-	
<i>Project Progress Comments:</i>										
<i>Preliminary project management framework discussions held, pending decision by Council at the November meeting regarding development of the new gallery.</i>										
<i>01/05/2024 - Feasibility Study approach confirmed through Council - BRAG Advisory Group in nomination/appointment stage, Special Counsel Art and Culture appointed to project manage feasibility study. Concept development approach being undertaken - further engagement with external stakeholders being undertaken, alignment with BRAG Advisory Group in progress</i>										
<i>Project plan approved - reporting to project board occurring from October.</i>										
<b>Total for Executive Leadership - CEO</b>		<b>82,710</b>	<b>10,540</b>	<b>-</b>		<b>225,000</b>	<b>225,000</b>	<b>225,000</b>	<b>-</b>	
<b>Executive Leadership - Infrastructure</b>										
PR-3898 Construct heritage interpretation, Bunbury Timber Jetty	Progress 0%	-	-	-	0%	86,726	86,726	86,726	-	
<b>Total for Executive Leadership - Infrastructure</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>86,726</b>	<b>86,726</b>	<b>86,726</b>	<b>-</b>	
<b>Fleet</b>										
PR-4881 Replace corporate vehicles 2023/24	Progress 80%	102,768	211,022	223,740	(6)%	367,176	367,176	367,176	-	
PR-5251 Replace waste vehicles and plant 2024/25	Progress 35%	909,558	-	-	0%	1,085,939	1,085,939	1,085,939	-	
PR-5255 Replace corporate heavy plant 2024/25	Progress 30%	-	-	-	0%	533,800	533,800	533,800	-	
PR-5260 Replace corporate vehicles 2024/25	Progress 35%	-	-	-	0%	516,800	516,800	516,800	-	
<b>Total for Fleet</b>		<b>1,012,326</b>	<b>211,022</b>	<b>223,740</b>		<b>2,503,715</b>	<b>2,503,715</b>	<b>2,503,715</b>	<b>-</b>	

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
<b>Information Technology</b>										
PR-5122 Replace ranger infringement devices	Progress 50%	-	-	20,000	(100)%	20,000	20,000	20,000	-	
PR-5181 Expansion of CCTV Network 2024/25	Progress 10%	-	-	-	0%	50,000	50,000	50,000	-	
PR-5186 IT network and equipment renewals, as per AMP 2024/25	Progress 0%	-	-	80,000	(100)%	381,245	381,245	381,245	-	
<b>Total for Information Technology</b>		-	-	<b>100,000</b>		<b>451,245</b>	<b>451,245</b>	<b>451,245</b>	-	
<b>Lead Department - Infrastructure Maintenance Services</b>										
PR-3720 Hands Oval Redevelopment	Progress 70%	1,275,454	3,395,911	3,400,000	0%	6,201,088	6,201,088	6,201,088	-	
<i>Project Progress Comments:</i>										
<i>To be completed by December 2024</i>										
<b>Total for Lead Department - Infrastructure Maintenance Services</b>		<b>1,275,454</b>	<b>3,395,911</b>	<b>3,400,000</b>		<b>6,201,088</b>	<b>6,201,088</b>	<b>6,201,088</b>	-	
<b>Libraries &amp; Learning</b>										
PR-1418 Procure and install Radio Frequency Identification (RFID) and self loans technology at Bunbury Library	Progress 20%	-	-	25,000	(100)%	80,000	80,000	80,000	-	
<i>Project Progress Comments:</i>										
<i>RFQ being finalised for release to the WALGA preferred supplier list</i>										
<i>RFQ publication delayed - funds will need to be rolled over.</i>										
<i>RFQ finalised, assessments in process - budget review required as current funds will not cover project</i>										
<i>Preferred supplier identified, budget review request submitted to ensure coverage of works and implementation of the project</i>										
<i>Awaiting budget review</i>										
<b>Total for Libraries &amp; Learning</b>		-	-	<b>25,000</b>		<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	-	

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
<b>Parks &amp; Reserves</b>										
PR-5114 Beautifying Bunbury Streetscapes 2023/24	Progress 100%	-	4,373	-	0%	10,318	10,318	4,373	(5,945)	
PR-5209 Implement Greening Bunbury Plan 2024/25	Progress 5%	16,979	11,728	-	0%	240,000	240,000	240,000	-	
<i>Project Progress Comments:</i>										
<i>Planning phase.</i>										
<i>Contract Tree Watering and UFPP Pre-procurement.</i>										
<i>Tree Procurement</i>										
PR-5214 Renew irrigation infrastructure 2024/25	Progress 5%	68,700	14,420	-	0%	230,000	230,000	230,000	-	
<i>Project Progress Comments:</i>										
<i>Planning Phase. Renewals following playground upgrades are reliant on designs/path locations.</i>										
<i>Pelican Point Filtration - Not started</i>										
<i>VFD Installations (Bore sites) - Not started</i>										
<i>Ray Bain Systems Upgrade - Not started</i>										
<i>Bob Howells Systems Upgrade - Not started</i>										
<i>Ken Cantwell System Upgrade - Not started</i>										
PR-5219 Renew open space infrastructure 2024/25	Progress 5%	7,765	-	40,000	(100)%	200,000	200,000	200,000	-	
PR-5223 Renew playground equipment, as per AMP 2024/25	Progress 5%	-	1,684	-	0%	400,000	400,000	400,000	-	
<i>Project Progress Comments:</i>										
<i>Frank Buswell - Public consultation review</i>										
<i>Ken Cantwell - Not started</i>										
<i>Loughton - Not started</i>										
PR-5305 Beautifying Bunbury Streetscapes 2024/25	Progress 0%	-	-	-	0%	200,000	200,000	205,945	5,945	
<i>Project Progress Comments:</i>										
<i>Eelup RAB Makeover - Not started</i>										
<i>Koombana Landscaping - Not started</i>										
<i>Ocean Drive Temporary Caravan Parking Landscape - Not started</i>										
<i>Frank Buswell Landscaping - Not started</i>										
<b>Total for Parks &amp; Reserves</b>		<b>93,443</b>	<b>32,205</b>	<b>40,000</b>		<b>1,280,318</b>	<b>1,280,318</b>	<b>1,280,318</b>	<b>-</b>	

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
<b>Project Coordination &amp; Landscape Architecture Design</b>										
PR-5038 Withers Regional Renewal	<i>Progress</i> 90%	77,157	12,214	30,000	(59)%	183,242	183,242	183,242	-	
<i>Project Progress Comments:</i>										
<i>Landscaping works complete. Awaiting Western Power to complete final electrical works.</i>										
PR-5090 Waterfront Public Art Installation	<i>Progress</i> 20%	150,000	-	25,000	(100)%	152,500	152,500	152,500	-	
<i>Project Progress Comments:</i>										
<i>Artist appointed, artwork in fabrication.</i>										
PR-5105 Renew foreshore marine walls 2023/24	<i>Progress</i> 100%	-	100,889	94,289	7 %	94,289	94,289	94,289	-	
<b>Total for Project Coordination &amp; Landscape Architecture Design</b>		<b>227,157</b>	<b>113,104</b>	<b>149,289</b>		<b>430,031</b>	<b>430,031</b>	<b>430,031</b>	<b>-</b>	
<b>Property Management &amp; Maintenance</b>										
PR-1543 Boulters Heights Redevelopment	<i>Progress</i> 5%	736	2,003	-	0 %	675,469	675,469	675,469	-	
<i>Project Progress Comments:</i>										
<i>1. Design and construction of Boulters Height boardwalk and Staircase</i>										
<i>Stage 2. Procurement stage</i>										
<i>2. Lighting installation on Stage 1 Staircase- Haig Crescent to Prinsep Street. Not started.</i>										
<i>3. Planting and landscaping work as outlined in Boulters Height Master Plan. Not started.</i>										
PR-2403 Replace Forrest Park Pavilion	<i>Progress</i> 50%	284,103	924,389	1,229,125	(25)%	2,220,647	2,220,647	2,225,008	4,361	
<i>Project Progress Comments:</i>										
<i>Building in final stages of construction.</i>										
<i>Carpark upgrades have commenced.</i>										

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
<b>Property Management &amp; Maintenance</b>										
PR-4696 Replace boardwalks, lookouts and beach access stairs 2023/24	<i>Progress</i> 95%	-	86,717	126,817	(32)%	126,817	126,817	126,817	-	
PR-5164 Renew or refurbish community, corporate, sport and leisure buildings, as per AMP 2024/25	<i>Progress</i> 15%	42,087	29,867	100,000	(70)%	500,000	500,000	500,000	-	
<i>Project Progress Comments:</i>										
1. Air conditioner unit at Bunbury Museum Reception area. Started. 2. SSAC power upgradation- In progress. 3. Old Station Café- Cool Room- Started 4. BREC- Smoke and Thermal Detector Replacement. Started 5. BREC- Orchestra Pit Lift Upgradation. Completed. 6. SWSC Pool Liner Replacement- Started 7. Replacement of failed 7.1KWA?C unit in the BREC Stage A control room(AC 17). Completed.										
PR-5168 Refurbish City Facilities changerooms and public conveniences 2024/25	<i>Progress</i> 20%	4,283	22,082	20,000	10 %	100,000	100,000	100,000	-	
<i>Project Progress Comments:</i>										
1. Hungry Hollow Toilet Block- Refurbish Roof Steel. Started. 2. Koolambidi Woola Toilet Block- Internal wall upgrade. Materials procured. Completed. 3. Hay Park Community Hall Toilets Internal fixture upgrade and repaint. Not started.										
PR-5176 Support the Stirling Street Arts Centre (Capital support) 2024/25	<i>Progress</i> 5%	-	-	-	0 %	20,000	20,000	20,000	-	
PR-5190 City lighting expansion 2024/25	<i>Progress</i> 5%	17,489	-	-	0 %	70,000	70,000	70,000	-	
<i>Project Progress Comments:</i>										
Path light- around Horseshoe lake and along the Duncan way the western path between Sandridge Rd and Duncan Way.										
PR-5195 Renew City Facilities lighting, as per AMP 2024/25	<i>Progress</i> 5%	-	12	-	0 %	60,000	60,000	60,000	-	
<i>Project Progress Comments:</i>										
1. Admin Building internal light upgrade. Procurement is in progress.										



		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
<b>Property Management &amp; Maintenance</b>										
PR-5243 Replace boardwalks, lookouts, and access stairs 2024/25	Progress 5%	800	-	-	0%	150,000	150,000	150,000	-	
<i>Project Progress Comments:</i>										
<i>Design and construct Ramillies Street Beach Access Stair case. Started. Procurement in progress.</i>										
PR-5265 Renew South West Sports Centre (SWSC) plant and machinery 2024/25	Progress 15%	11,206	13,474	27,000	(50)%	180,000	180,000	180,000	-	
<i>Project Progress Comments:</i>										
<i>1. Supply and install of replacement public address system at the South West Sports Centre. Started.</i>										
<i>2. SWSC Fire Panel Upgrade and Smoke and thermal Detector Replacement. Started.</i>										
<i>3. Replace the outdoor fan motors on CU-9 outdoor units serving childcare centre creche. Started.</i>										
PR-5323 Expansion of electric vehicle charging infrastructure 2024/25	Progress 0%	-	-	-	0%	40,000	40,000	40,000	-	
<b>Total for Property Management &amp; Maintenance</b>		<b>360,704</b>	<b>1,078,544</b>	<b>1,502,942</b>		<b>4,142,933</b>	<b>4,142,933</b>	<b>4,147,294</b>	<b>4,361</b>	
<b>Sport &amp; Recreation</b>										
PR-5130 South West Sports Centre Court Expansion	Progress 5%	-	7,441	-	0%	350,000	350,000	350,000	-	
<i>Project Progress Comments:</i>										
<i>Not commenced via preliminary estimation until mid 2025 - and will be subject to review. This project is sperate to the design project that is underway.</i>										
<b>Total for Sport &amp; Recreation</b>		<b>-</b>	<b>7,441</b>	<b>-</b>		<b>350,000</b>	<b>350,000</b>	<b>350,000</b>	<b>-</b>	

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
<b>Waste Services</b>										
PR-5269 Renew bin enclosures 2024/25	Progress	0%	-	-	-	0%	40,700	40,700	40,700	-
PR-5274 Annual bin replacement program 2024/25	Progress	5%	20,074	-	14,500	(100)%	66,500	66,500	66,500	-
<b>Total for Waste Services</b>			<b>20,074</b>	<b>-</b>	<b>14,500</b>		<b>107,200</b>	<b>107,200</b>	<b>107,200</b>	<b>-</b>

**Works**

PR-4671 Traffic calming and minor intersection treatments 2022/23	Progress	10%	14,302	11,122	70,435	(84)%	70,435	70,435	70,435	-
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Project Progress Comments:

To be delivered in conjunction with PR-5296.  
2024/25 - Xavier/Boyalla Not started.

PR-4688 Repair jetties 2023/24	Progress	20%	13,782	53,250	22,500	137%	45,000	45,000	86,120	41,120
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PR-4858 Expand cycleways (implement Bunbury Bike Plan) 2023/24	Progress	50%	71,638	52,787	100,000	(47)%	138,647	138,647	138,647	-
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Project Progress Comments:

Stage 1 completed (Half way point).  
Stage 2 Started.

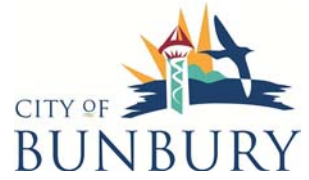
PR-4871 Renew, resleeve and improve drainage network 2023/24	Progress	10%	-	32,980	-	0%	122,690	122,690	122,690	-
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		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
<b>Works</b>									
PR-4877 Renew / Upgrade Local Roads - Strickland Street	Progress 0%	-	-	-	0 %	200,000	200,000	200,000	-
PR-4936 CBD Road Works	Progress 5%	-	675	-	0 %	400,000	400,000	400,000	-
<u>Project Progress Comments:</u> Haley, Princep, Carmondy									
PR-5108 Dog Exercise Area and Park Renewal	Progress 90%	2,750	58,304	85,489	(32)%	85,489	85,489	85,489	-
<u>Project Progress Comments:</u> End of construction period, minor clean-ups and final invoicing to be completed - delayed due to tornado clean-up works.									
PR-5113 Blackspot Roadworks 2023/24	Progress 5%	18,998	1,712	182,272	(99)%	392,346	392,346	392,346	-
<u>Project Progress Comments:</u> Austral Parade									
PR-5115 Regional Roadworks program - Casuarina Drive	Progress 5%	31,468	-	-	0 %	90,000	90,000	90,000	-
<u>Project Progress Comments:</u> Pending services lowering									
PR-5117 Regional Roadworks program - Leschenault Drive	Progress 25%	-	-	-	0 %	417,920	417,920	417,920	-
<u>Project Progress Comments:</u> Planning stages									
PR-5118 Regional Roadworks program - Bussell Highway	Progress 5%	7,273	-	-	0 %	223,000	223,000	223,000	-
PR-5204 Leschenault Inlet wall repairs (south of storm surge barrier)	Progress 0%	-	-	-	0 %	300,000	300,000	-	(300,000)

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
<b>Works</b>									
PR-5230 Expand path network 2024/25	Progress 5%	1,998	-	-	0 %	520,000	520,000	520,000	-
<u>Project Progress Comments:</u>									
Clarke and Halsey - not started									
Cousins Avenue (Crampton to Cranbrook) - not started									
Cranbrook Way (Cousins to Parade) - not started									
Ocean Drive East - not started									
Bob Howells PAW - not started									
Whitley Place - not started									
Armanta Drive (Brittain to Twilight) - not started									
Joseph Buswell - not started									
Plaza Street - not started									
PR-5239 Renew and upgrade paths, as per AMP 2024/25	Progress 33%	878	27,495	-	0 %	200,000	200,000	200,000	-
<u>Project Progress Comments:</u>									
Ecclestone East (Hands to Winton) - not started									
Felder (Spencer to end) - not started									
PAW 1800 (Timperley to Willoughby) - Completed									
PR-5247 Renew, resleeve and improve drainage network 2024/25	Progress 5%	-	-	27,000	(100)%	300,000	300,000	300,000	-
<u>Project Progress Comments:</u>									
Albert Road:									
Pump Upgrade - not started									
New Draft Tube - Not started									
Install and Ancillaries - Not started									
5 Mile Brook Works - Not Started									
General Pipe Maintenance - Not Started									
Creek Street Drainage - Not Started									
PR-5278 Renew and upgrade local roads (Industrial) as per AMP 2024/25	Progress 0%	-	-	-	0 %	350,000	350,000	350,000	-
<u>Project Progress Comments:</u>									
Craigie/Profit/Wilson Stage 1									

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
<b>Works</b>									
PR-5291 Blackspot roadworks 2024/25	Progress 0%	-	-	-	0%	412,000	412,000	412,000	-
<i>Project Progress Comments:</i>									
Parade Road Lighting - Not started									
Ecclestone /Wisbey Roundabout - Not started									
PR-5296 Traffic calming and minor intersection treatments 2024/25	Progress 20%	4,759	7,486	-	0%	200,000	200,000	200,000	-
<i>Project Progress Comments:</i>									
Alyxia Drive - In Progress									
Armanta Drive - Not started									
Frankel Street - Not started									
Milligan Street - Not started									
Big Swamp - Not started									
Xavier/Boyalla - Not started									
PR-5301 Reseal roads projects for Roads to Recovery 2024/25	Progress 5%	13,636	-	-	0%	650,000	650,000	723,193	73,193
<i>Project Progress Comments:</i>									
Dixon Street - Not started									
Eccelstone Street - Not started									
Fielder Street - Not started									
PR-5314 Renew and upgrade carparks 2024/25	Progress 0%	-	-	-	0%	75,000	75,000	75,000	-
<i>Project Progress Comments:</i>									
Vat 2 / Jetty Road - Not Started									
PR-5322 Netball Court Refurbishment	Progress 25%	-	-	16,111	(100)%	1,611,141	1,900,671	1,896,310	(4,361)

	Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change				
<b>Works</b>												
PR-5327 Roads projects for Regional Roadworks program 2024/25				<i>Progress 0%</i>	18,182	-	-	0%	558,000	558,000	558,000	-
<i>Project Progress Comments:</i>												
<i>Fielder Street – Spencer to end of Fielder - Not started</i>												
<i>Dixon Street – Kimber to Absolon - Not started</i>												
<i>Ecclestone Street – Hands to Brittain –Not started</i>												
<i>Spencer Street – Halsey to Mangles - Not started</i>												
<i>Parade Road – Lillydale to Bus Stop South of Crampton - Not started</i>												
<i>Bussell Highway – Timperley to Robertson (North bound) - Not started</i>												
<i>Strickland Street – Albert Road to King Road (East bound) - Not started</i>												
<b>Total for Works</b>	<b>199,663</b>	<b>245,809</b>	<b>503,807</b>		<b>7,361,668</b>	<b>7,651,198</b>	<b>7,461,150</b>	<b>(190,048)</b>				
<b>Capital Projects Expenditure Total</b>	<b>3,343,015</b>	<b>5,376,463</b>	<b>6,302,038</b>	<i>(15)%</i>	<b>23,910,870</b>	<b>24,200,400</b>	<b>23,949,487</b>	<b>(250,913)</b>				



# **Operating Projects Summary**

**(With Comments)**

**Period Ending September 2024**

**Tuesday, 15 October, 2024**

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
<b>Bunbury Museum &amp; Heritage Centre</b>									
PR-3858 Acquire Bunbury Museum and Heritage Centre collection items	Progress 25%	-	80	2,500	(97)%	10,000	10,000	10,000	-
<i>Project Progress Comments:</i>									
Collection items to be determine via acquisition reviews									
Collection items purchased - likely to be a small hold on this if the conservation room is utilised differently whilst the Visitor Centre merger occurs.									
<b>Total for Bunbury Museum &amp; Heritage Centre</b>		-	<b>80</b>	<b>2,500</b>		<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	-
<b>Bunbury Regional Art Gallery</b>									
PR-4386 Conduct Indigenous Arts Program at BRAG	Progress 50%	11,058	64,970	30,587	112 %	123,645	123,645	123,619	(26)
<i>Project Progress Comments:</i>									
This program is continuing to be delivered with external funding secured to ensure it is operational for a further 3 years.									
PR-5100 Storage for cultural collections	Progress 20%	-	2,034	6,000	(66)%	21,930	21,930	21,930	-
<i>Project Progress Comments:</i>									
Exploration of storage options being undertaken, including demountable options and pre-existing storage at the works depot. On hold as consultant is overseas - further works to be completed post October 24									
PR-5101 Frame Frank Norton artworks	Progress 90%	4,406	3,000	3,348	(10)%	8,348	8,348	8,348	-
<i>Project Progress Comments:</i>									
Tender for these works will be commenced in December 2023. Works have been professionally documented and framed. Bespoke crates have been manufactured, and all works are now stored in crates and housed as part of CoB Art Collection in BRAG. Labels have been printed for each work. A publication about the work is proposed to be printed. Final works to be completed by October 24									



		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
<b>Bunbury Regional Art Gallery</b>									
PR-5349 Conduct Noongar Country art exhibition	Progress 45%	11,319	41,892	45,000	(7)%	85,000	85,000	97,000	12,000
<i>Project Progress Comments:</i>									
Curators brought on board July 24									
Exhibition opened September 24									
Artist payments, judges payments, opening event, curator payments and catalogue due to be finalised October 24. Closing event being investigated									
PR-5385 Indigenous Curatorial Development Residency Program	Progress 10%	-	-	-	0%	-	-	70,000	70,000
<i>Project Progress Comments:</i>									
Call out has been completed and published as of 3rd October 24									
Curator likely to be in board by Nov 24									
<b>Total for Bunbury Regional Art Gallery</b>		<b>26,783</b>	<b>111,896</b>	<b>84,935</b>		<b>238,923</b>	<b>238,923</b>	<b>320,897</b>	<b>81,974</b>
<b>Bunbury Wildlife Park</b>									
PR-3294 Conduct Grandfamilies Fun Day	Progress 0%	-	-	-	0%	14,750	14,750	14,750	-
<i>Project Progress Comments:</i>									
Event in April 2025, not due to commence this project until December 2024									
PR-5339 Renew wildlife park furnishings and equipment	Progress 40%	3,863	-	-	0%	7,500	7,500	7,500	-
<i>Project Progress Comments:</i>									
Purchase of items has commenced with 50% of funds already committed - awaiting delivery and installation									
<b>Total for Bunbury Wildlife Park</b>		<b>3,863</b>	<b>-</b>	<b>-</b>		<b>22,250</b>	<b>22,250</b>	<b>22,250</b>	<b>-</b>
<b>Business Partners</b>									
PR-5093 Volunteer awards program	Progress 0%	-	-	-	0%	4,000	4,000	4,000	-

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
<b>Business Partners</b>									
PR-5094 HRIS Learn Module content	<i>Progress 5%</i>	-	-	-	0 %	25,000	25,000	25,000	-
<i>Project Progress Comments:</i>									
<i>PCG members finalised in September with Kick Off meeting scheduled for 9 October 2024</i>									
<b>Total for Business Partners</b>		-	-	-		<b>29,000</b>	<b>29,000</b>	<b>29,000</b>	-

**City Planning**

PR-3584 Review Local Planning Strategy	<i>Progress 10%</i>	-	-	-	0 %	100,000	100,000	100,000	-
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*Project Progress Comments:*

*Preparing, adopting and maintaining (through regular amendment and periodic review) a local planning strategy and a local planning scheme is a legislative requirement – to be undertaken in accordance with the Planning and Development Act 2005 and Planning and Development (Local Planning Schemes) Regulations 2015. Maintaining the rigor of these documents over time and preparing for their formal review (major review scheduled for 2028) requires on-going monitoring supported by data and information from dedicated research and analysis.*

*While the ‘First Cycle’ Report of Review (minor review 2023/24) was undertaken without directly expending current project funds new research and analysis is required, and the following emerged as priorities to be carried out over the immediate term (and the focus of budget expenditure):*

*PR 3584 - Local Planning Strategy*

- Audit (and recommendations): local public open space*

*PR 3585 - Local Planning Scheme*

- Audit: short term housing rental market trends and analysis*
- Review: Schedule 4 car parking table/standards*

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
<b>City Planning</b>										
PR-3585 Review Local Planning Scheme	<i>Progress 30%</i>	-	-	-	0 %	50,000	50,000	50,000	-	
<u>Project Progress Comments:</u>										
<p><i>Preparing, adopting and maintaining (through regular amendment and periodic review) a local planning strategy and a local planning scheme is a legislative requirement – to be undertaken in accordance with the Planning and Development Act 2005 and Planning and Development (Local Planning Schemes) Regulations 2015. Maintaining the rigor of these documents over time and preparing for their formal review (major review scheduled for 2028) requires on-going monitoring supported by data and information from dedicated research and analysis.</i></p> <p><i>While the ‘First Cycle’ Report of Review (minor review 2023/24) was undertaken without directly expending current project funds new research and analysis is required, and the following emerged as priorities to be carried out over the immediate term (and the focus of budget expenditure):</i></p> <p><i>PR 3584 - Local Planning Strategy</i></p> <ul style="list-style-type: none"> <li>- <i>Audit (and recommendations): local public open space</i></li> </ul> <p><i>PR 3585 - Local Planning Scheme</i></p> <ul style="list-style-type: none"> <li>- <i>Audit: short term housing rental market trends and analysis</i></li> <li>- <i>Review: Schedule 4 car parking table/standards</i></li> </ul>										
PR-5006 Housing Strategy Focus Area 2.3 - Back Beach Precinct	<i>Progress 35%</i>	-	-	-	0 %	50,000	50,000	50,000	-	
<u>Project Progress Comments:</u>										
<p><i>The City is reviewing the Back Beach Structure Plan and working with landowners to discuss the future of the Precinct. Any changes or future scheme amendment is subject to the process outlined in the Planning and Development (Local Planning Scheme) Regulations which will be subject to public consultation.</i></p>										

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
<b>City Planning</b>										
PR-5012 Ocean Beach Heritage Trail Implementation	Progress 80%	-	-	-	0 %	14,521	14,521	14,521	-	
<u>Project Progress Comments:</u>										
<i>Met with Elders on 30/1/2024 for recommended actions to progress project. Coordinating input with the Language Centre on Place Names (site visit 21/2/2024) and any associated stories then presenting to the Cultural Advisory Committee prior to signoff by Elders.</i>										
<i>No response from Language Centre as yet. This project will be carried forward to next financial year (24/25).</i>										
<i>Language Centre CEO and Community Development Officer - First Nations, are revisiting trail 28/6.</i>										
<i>Met with Community Development (27/8) to discuss way forward for project.</i>										
PR-5096 City Centre Analysis and Urban Design Framework	Progress 35%	-	-	-	0 %	50,000	50,000	50,000	-	
<u>Project Progress Comments:</u>										
<i>This project has commenced (analysis of City Centre) and will be completed over two financial years. Funds will be spent next financial year on peer design review of document, assistance with the graphic design of the document and/or engagement with Aboriginal stakeholders.</i>										
<i>The analysis is being reviewed and the project plan for the next stage is being reviewed.</i>										
PR-5097 Local Heritage Survey Report	Progress 10%	-	-	-	0 %	15,000	15,000	15,000	-	
<u>Project Progress Comments:</u>										
<i>Funding grant submissions to DPLH close 1 November 2024. Preparing scope in accordance with guidelines.</i>										

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
<b>City Planning</b>										
PR-5332 Spencer/Blair Precinct Plan Engagement (JV)	Progress 10%	-	-	-	0 %	50,000	50,000	50,000	-	
<i>Project Progress Comments:</i>										
<i>DPLH have proposed a joint venture to do a precinct structure plan in the Spencer/Blair area. DPLH will be project managing and funding the majority of the project but the City will be contributing \$50,000.00 for community engagement.</i>										
<b>Total for City Planning</b>		-	-	-		<b>329,521</b>	<b>329,521</b>	<b>329,521</b>	-	
<b>Community Development</b>										
PR-4337 Prepare, Implement and Deliver Reconciliation Action Plan Initiatives	Progress 20%	3,459	6,258	8,000	(22)%	20,215	20,215	19,775	(440)	
<i>Project Progress Comments:</i>										
<i>AACHWA sponsorship paid</i>										
<i>Preparation for Reconciliation Week 25 due to begin October/November.</i>										
<i>Cultural Competency Training held September 24</i>										
PR-5081 Implement Withers Placemaking	Progress 80%	4,805	-	3,000	(100)%	8,300	8,300	8,300	-	
<i>Project Progress Comments:</i>										
<i>Orders have been placed, contractor work currently in progress.</i>										
<i>Works delayed due to severe weather and resource availability - Grant acquittal extended to EOY 24 - resource limitation affecting outcomes related to the project</i>										
PR-5348 Youth Initiatives - Youth Advisory Council of WA	Progress 25%	744	613	600	2 %	2,530	2,530	2,681	151	
<i>Project Progress Comments:</i>										
<i>Ongoing initiatives within YAC with Youth Officer</i>										
<i>YACWA Grant being utilised</i>										

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
<b>Community Development</b>									
PR-5352 Youth engagement initiatives	<i>Progress 20%</i>	1,245	3,510	2,000	<i>75 %</i>	10,000	10,000	10,000	-
<i>Project Progress Comments:</i>									
<i>Youth activity held with local Aboriginal group to support young people's engagement with Noongar history/culture.</i>									
<b>Total for Community Development</b>		<b>10,252</b>	<b>10,381</b>	<b>13,600</b>		<b>41,045</b>	<b>41,045</b>	<b>40,756</b>	<b>(289)</b>
<b>Council Support</b>									
PR-5132 Art, Photos and Honour Board - Council Chambers and Function Area	<i>Progress 75%</i>	10,897	-	-	<i>0 %</i>	14,568	14,568	14,568	-
<i>Project Progress Comments:</i>									
<i>Procurement complete installation of honour boards to occur following the Noongar exhibition later this calendar year.</i>									
<b>Total for Council Support</b>		<b>10,897</b>	<b>-</b>	<b>-</b>		<b>14,568</b>	<b>14,568</b>	<b>14,568</b>	<b>-</b>
<b>Data &amp; Digital</b>									
PR-4290 Develop new website and digital platform for City of Bunbury	<i>Progress 20%</i>	-	17,581	53,251	<i>(67)%</i>	53,251	53,251	53,251	-
<i>Project Progress Comments:</i>									
<i>Majority of work has been completed with final testing underway</i>									
<b>Total for Data &amp; Digital</b>		<b>-</b>	<b>17,581</b>	<b>53,251</b>		<b>53,251</b>	<b>53,251</b>	<b>53,251</b>	<b>-</b>

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
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**Economic Development**

PR-1831 Ocean Pool feasibility study and concept design	Progress 30%	14,764	-	-	0 %	61,722	61,722	61,722	-
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Project Progress Comments:

Next stage of project scope and initiation document being prepared for acceptance to map feasibility including cultural consultation, relevant local authority engagement, location viability and funding opportunities.

Consultation with GKB is in progress. Business case is under review with economic impact analysis to be completed next project phase supporting capital funding applications.

PR-4249 Implement Economic Development Strategy	Progress 10%	2,273	28,222	47,000	(40)%	127,128	127,128	143,170	16,042
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Project Progress Comments:

A priority project for the City will be a Economic Development Strategy for the City. Supporting projects and activities aligned to the EDAP and key economic projects progressing such as land rationalisation, tourism plan, local partnerships will be delivered from this implementation project. Officer are currently finalising the Bunbury Tourism Plan and Economic Development Strategy, the majority of activities and implementation will occur during the period January - June 2025.

PR-5001 Implementation of the Bunbury Geographe Tourism Partnership Strategy	Progress 10%	-	-	30,000	(100)%	60,000	60,000	60,000	-
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Project Progress Comments:

Current Agreement was extended to continue with ongoing review and assessment of activities and deliverables which is being undertaken by the Bunbury Geographe Group of Councils (BGGC).

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
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**Economic Development**

PR-5095 Bicentennial Square Precinct Plan	<i>Progress 40%</i>	28,710	7,381	-	0 %	150,000	150,000	150,000	-
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Project Progress Comments:

The City has successfully secured funds with an additional \$100K to assist with the precinct planning for Bicentennial Square. A project control group has been formed in collaboration with SWDC and stakeholder engagement mapping has begun. Draft PID has been finalised and project schedule complete.

Geotechnical and traffic studies have been completed with reports in draft.

Precinct Design & Report Consultant currently being procured with kick off scheduled for 25th October.

Extensive engagement with internal/external stakeholders, council and community (stage 1) tentatively scheduled for 1st November - 22nd November.

A significant funding opportunity is also being pursued through the 'Regional Partnerships and Precincts Program' being offered through the federal Department of Infrastructure, Transport, Regional Development, Communications and the Arts. The City is collaborating with the South West Development Commission and Regional Development Australia to progress a submission for funding through this program for future delivery of the project.

PR-5152 Bunbury Tourism Plan Working Group	<i>Progress 95%</i>	40	6,310	6,350	(1)%	6,350	6,350	6,350	-
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Project Progress Comments:

The Tourism Plan Working group is temporarily deferred until officers have completed the second Phase of the Draft Bunbury Tourism Plan as per Council Decision.

The final plan will then be shared with the TWG and other stakeholders. Once the Plan is completed and endorsed the TWG will meet and determine the future of the TWG as per the Terms of Reference.



		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
<b>Economic Development</b>									
PR-5156 Support ECU Creative Tech Village	Progress 95%	-	20,000	20,000	0 %	20,000	20,000	20,000	-
<i>Project Progress Comments:</i>									
<i>Through the City's funding support and agreement in 23/24 the City of Bunbury Creative Lighting Report has been received. This be shared with the Elected Members by way of a Briefing Note being prepared for their information.</i>									
<b>Total for Economic Development</b>		<b>45,787</b>	<b>61,913</b>	<b>103,350</b>		<b>425,200</b>	<b>425,200</b>	<b>441,242</b>	<b>16,042</b>
<b>Engineering Design</b>									
PR-4627 Support Industry Road Safety Initiatives	Progress 0%	-	-	-	0 %	3,000	3,000	3,000	-
<b>Total for Engineering Design</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>-</b>
<b>Executive Leadership - CEO</b>									
PR-3875 Support Regional Cities Alliance	Progress 100%	-	15,000	15,000	0 %	15,000	15,000	15,000	-
PR-4504 Provide disaster assistance	Progress 0%	-	-	-	0 %	20,000	20,000	20,000	-
PR-4573 Contribution towards Busselton Margaret River Regional Airport Marketing Fund	Progress 100%	-	10,000	10,000	0 %	10,000	10,000	10,000	-
PR-5083 Discretionary funding allocation	Progress 5%	3,000	3,640	-	0 %	96,057	96,057	96,057	-
PR-5346 Economic Development Implementation Fund	Progress 5%	7,440	45,834	22,500	104 %	120,000	120,000	120,000	-
PR-5351 Innovative Industries of the Future Conference	Progress 5%	2,825	-	-	0 %	100,000	100,000	100,000	-
PR-5383 Strategic Reviews	Progress 5%	45,000	-	-	0 %	150,000	150,000	150,000	-
<b>Total for Executive Leadership - CEO</b>		<b>58,265</b>	<b>74,474</b>	<b>47,500</b>		<b>511,057</b>	<b>511,057</b>	<b>511,057</b>	<b>-</b>

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
<b>Executive Leadership - Sustainable Development</b>									
PR-3868 Undertake City Parking Strategy	Progress 25%	15,750	1,958	2,500	(22)%	58,182	58,182	58,182	-
<i>Project Progress Comments:</i>									
<i>Report received and reviewed by ELT.</i>									
<b>Total for Executive Leadership - Sustainable Development</b>		<b>15,750</b>	<b>1,958</b>	<b>2,500</b>		<b>58,182</b>	<b>58,182</b>	<b>58,182</b>	<b>-</b>
<b>Financial Accounting</b>									
PR-3168 Undertake GRV Property revaluation in accordance with legislation	Progress 10%	-	-	-	0%	470,000	470,000	470,000	-
PR-4356 Contribute to a rail-line reinstatement trust with Arc Infrastructure	Progress 0%	-	-	-	0%	13,462	13,462	13,462	-
<i>Project Progress Comments:</i>									
<i>This is an annual payment into a trust with Arc Infrastructure, which is completed in June each financial year.</i>									
PR-5073 Provide financial support to the BHRC	Progress 10%	47,000	-	-	0%	47,000	47,000	47,000	-
<b>Total for Financial Accounting</b>		<b>47,000</b>	<b>-</b>	<b>-</b>		<b>530,462</b>	<b>530,462</b>	<b>530,462</b>	<b>-</b>
<b>Fleet</b>									
PR-2308 Replace corporate minor plant	Progress 65%	-	16,212	-	0%	31,519	31,519	31,519	-
<b>Total for Fleet</b>		<b>-</b>	<b>16,212</b>	<b>-</b>		<b>31,519</b>	<b>31,519</b>	<b>31,519</b>	<b>-</b>
<b>Information Technology</b>									
PR-2249 Asset Replacement - Fixed and mobile phones and devices	Progress 20%	4,323	-	4,000	(100)%	20,000	20,000	20,000	-
<i>Project Progress Comments:</i>									
<i>Ongoing replacements as required</i>									

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
<b>Information Technology</b>										
PR-5008 City of Bunbury "Project Shine" Transformation	Progress 60%	34,350	-	174,273	(100)%	174,273	174,273	174,273	-	
<i>Project Progress Comments:</i>										
<i>Project progressing. Modules complete include HRIS, HCM analytics CX, Contracts). Project management and Risk to be completed.</i>										
PR-5150 Data Centre Exit & Cloud Migration	Progress 50%	-	-	80,000	(100)%	200,000	200,000	200,000	-	
<i>Project Progress Comments:</i>										
<i>Hardware has been acquired and installation is in progress.</i>										
PR-5318 Ranger and emergency management two-way radio upgrade	Progress 0%	-	-	-	0 %	30,000	30,000	30,000	-	
<b>Total for Information Technology</b>		<b>38,673</b>	<b>-</b>	<b>258,273</b>		<b>424,273</b>	<b>424,273</b>	<b>424,273</b>	<b>-</b>	
<b>Integrated Planning</b>										
PR-4301 Undertake community satisfaction and perception survey	Progress 20%	-	-	-	0 %	-	-	30,000	30,000	
<i>Project Progress Comments:</i>										
<i>Planning for new council plan is underway for which we will commence a new market survey 2025</i>										
PR-4389 Review and development of City of Bunbury Strategic Plan in line with legislative requirements	Progress 5%	-	-	-	0 %	5,000	5,000	5,000	-	
<i>Project Progress Comments:</i>										
<i>Requirements being ascertained as to what the new Council Plan will need to include pending legislative reform in this area. Essentially the SCP and CBP as we know it will be combined into a new Council Plan. Engagement to commence in 2025 with target of new document being effective as at 1 July 2026, ie project will span 2 financial years.</i>										
<b>Total for Integrated Planning</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>5,000</b>	<b>5,000</b>	<b>35,000</b>	<b>30,000</b>	

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
<b>Lead Department - Community Connection</b>										
PR-3840 Support King Cottage Museum	Progress 95%	-	31,544	31,544	0 %	31,544	31,544	31,544	-	
<i>Project Progress Comments:</i>										
24/25 Documentation is being collated for dissemination to relevant community groups.										
A review with Council is being planned for ongoing funding.										
Payment made September 24										
PR-3844 Support Bunbury City Band	Progress 5%	10,000	-	10,000	(100)%	10,000	10,000	10,000	-	
<i>Project Progress Comments:</i>										
24/25 Documentation is being collated for dissemination to relevant community groups.										
A review with Council is being planned for ongoing funding.										
PR-3848 Support Bunbury Regional Entertainment Centre (BREC) - operating and capital subsidies	Progress 95%	388,671	229,557	229,557	0 %	618,228	618,228	618,228	-	
<i>Project Progress Comments:</i>										
24/25 Documentation is being drafted for MOU for BREC to inc, operating and capital costs.										
Payment made September 24										
PR-3852 Support Stirling Street Arts Centre (SSAC) - operating subsidy	Progress 95%	-	66,625	66,625	0 %	66,625	66,625	100,000	33,375	
<i>Project Progress Comments:</i>										
24/25 Documentation is being collated for dissemination to relevant community groups.										
A review with Council is being planned for ongoing funding - an increase to \$100k per annum is being requested as part of the October budget review										
Payment made September 24										

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
<b>Lead Department - Community Connection</b>										
PR-3860 Support RSL in the delivery of Anzac Day	Progress 5%	-	-	-	0 %	20,000	20,000	20,000	-	
<i>Project Progress Comments:</i>										
24/25 Documentation is being collated for dissemination to relevant community groups.										
A review with Council is being planned for ongoing funding.										
PR-4349 Provide support to Bunbury Regional YouthCare	Progress 95%	-	12,000	12,000	0 %	12,000	12,000	12,000	-	
<i>Project Progress Comments:</i>										
24/25 Documentation is being collated for dissemination to relevant community groups.										
A review with Council is being planned for ongoing funding.										
Payment made September 24										
PR-4350 Youth Program Support (MOU)	Progress 5%	15,000	-	-	0 %	15,000	15,000	15,000	-	
<i>Project Progress Comments:</i>										
Support Youth Programs.										
MOU - 2017/18 to 2023/24 - South West Clontarf Academy (Newton Moore College). 2023/2024 paid October 2023										
2024/25 onwards - will be paid to Clontarf - reviews occurring with Council for ongoing funding/MOU										
An additional amount will be requested at the October Budget review to be set aside for a "girls" program (to be identified by Council)										
PR-4517 Bunbury Geographe Seniors and Community Centre Financial Support	Progress 5%	25,000	-	-	0 %	50,000	50,000	50,000	-	
<i>Project Progress Comments:</i>										
24/25 Documentation is being collated for dissemination to relevant community groups.										
A review with Council is being planned for ongoing funding.										
<b>Total for</b>	<b>Lead Department - Community Connection</b>	<b>438,671</b>	<b>339,726</b>	<b>349,726</b>		<b>823,397</b>	<b>823,397</b>	<b>856,772</b>	<b>33,375</b>	

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
<b>Libraries &amp; Learning</b>									
PR-4554 Replacement of children's toys in City Library Children's Area	Progress 10%	-	-	500	(100)%	3,000	3,000	3,000	-
PR-5333 Renew libraries furnishings and equipment	Progress 10%	-	-	1,500	(100)%	7,500	7,500	7,500	-
PR-5334 Replace library digital customer devices	Progress 10%	-	177	1,000	(82)%	5,000	5,000	5,000	-
<b>Total for Libraries &amp; Learning</b>		-	<b>177</b>	<b>3,000</b>		<b>15,500</b>	<b>15,500</b>	<b>15,500</b>	-

**Marketing & Communications**

PR-4299 Bunbury Brighter Campaign	Progress 25%	-	1,280	-	0 %	102,393	102,393	102,393	-
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Project Progress Comments:

Ambassador stories continuing through to end Q4.  
 Bunbury Brighter brand research has been completed.  
 RFQ currently in-market for the Bunbury Brighter strategy 2025-2027  
 with a destination marketing focus.

<b>Total for Marketing &amp; Communications</b>		-	<b>1,280</b>	-		<b>102,393</b>	<b>102,393</b>	<b>102,393</b>	-
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**Natural Environment & Sustainability**

PR-2590 Participate in Peron Naturaliste Partnership	Progress 100%	-	19,452	19,617	(1)%	20,000	20,000	20,000	-
PR-4456 Implement Sustainability Strategy Action Plan	Progress 90%	-	22,532	15,500	45 %	24,651	24,651	24,651	-
PR-4604 Implement culling of introduced Corellas	Progress 0%	-	-	-	0 %	20,000	20,000	20,000	-
PR-5128 Implement CHRMAP	Progress 5%	58,091	7,290	-	0 %	440,000	440,000	440,000	-

Project Progress Comments:

CHRMAP Summary and Short-term Action Plan finalised.  
 Implementation progressing.

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
<b>Natural Environment &amp; Sustainability</b>									
PR-5129 Sustainability & Environmental Action Plan Implementation	Progress 5%	20,267	-	-	0%	250,000	250,000	250,000	-
<b>Total for Natural Environment &amp; Sustainability</b>		<b>78,357</b>	<b>49,274</b>	<b>35,117</b>		<b>754,651</b>	<b>754,651</b>	<b>754,651</b>	<b>-</b>
<b>Organisational Design</b>									
PR-5157 Role Clarity and Performance Framework	Progress 10%	-	-	-	0%	90,000	90,000	90,000	-
<i>Project Progress Comments:</i>									
<i>The project has moved from Initiation to Planning.</i>									
<b>Total for Organisational Design</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>90,000</b>	<b>90,000</b>	<b>90,000</b>	<b>-</b>
<b>Place Activation</b>									
PR-4160 Provide funding for "Minor Community Grants"	Progress 0%	-	-	-	0%	10,000	10,000	-	(10,000)
PR-4189 Provide funding for a "Active Places" Grant Round	Progress 90%	3,600	1,400	1,250	12%	5,000	5,000	5,000	-
<i>Project Progress Comments:</i>									
<i>This budget has been fully expended. Awaiting post event report from successful applicants to reconcile the funding contribution.</i>									
PR-4190 Provide funding for a "Neighbourhood Connect" Grant Round	Progress 90%	-	-	5,500	(100)%	22,000	22,000	-	(22,000)
PR-4198 Provide funding for a "Community Connect" Grant Round	Progress 70%	53,200	9,618	45,552	(79)%	162,000	162,000	114,000	(48,000)
PR-4211 Provide funding for "Signature Events" Grant Round	Progress 70%	188,568	68,000	86,032	(21)%	321,651	321,651	401,651	80,000
PR-4241 Funding to secure state, national and international sporting or cultural events	Progress 95%	86,500	-	-	0%	106,922	106,922	106,922	-
PR-4658 Support incoming/outgoing delegations and activities that develop international relations	Progress 5%	1,336	123	5,000	(98)%	25,000	25,000	25,000	-

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
<b>Place Activation</b>									
PR-4762 Conduct City of Bunbury Staff Conference	Progress 0%	-	-	-	0%	30,000	30,000	30,000	-
PR-5133 Support City of Bunbury Eisteddfod	Progress 0%	-	-	-	0%	20,000	20,000	20,000	-
PR-5155 Support Greater Bunbury Rotary Club for Dunstan St Christmas Lights Event	Progress 95%	5,373	-	-	0%	6,000	6,000	6,000	-
PR-5384 Christmas Lights Display	Progress 10%	-	-	-	0%	-	-	2,500	2,500
<b>Total for Place Activation</b>		<b>338,576</b>	<b>79,141</b>	<b>143,334</b>		<b>708,573</b>	<b>708,573</b>	<b>711,073</b>	<b>2,500</b>
<b>Project Planning &amp; Assets</b>									
PR-4589 Survey and monitoring of Pelican Point Grand Canals	Progress 0%	-	-	-	0%	20,000	20,000	20,000	-
PR-5321 Koombana Bridge (Bridge 1319) renewals	Progress 0%	-	-	-	0%	249,000	249,000	249,000	-
<b>Total for Project Planning &amp; Assets</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>269,000</b>	<b>269,000</b>	<b>269,000</b>	<b>-</b>
<b>Property Management &amp; Maintenance</b>									
PR-4268 Renewable Energy and Energy Efficient Projects	Progress 70%	78,713	9,920	136,084	(93)%	136,084	136,084	136,084	-
<i>Project Progress Comments:</i>									
1. Renewable Energy and Energy Reduction Framework. Project Completed									
2. Administration Building Solar Panel Installation. Project Underway, expected completion November 2024									
PR-4673 Replace office furniture and equipment	Progress 15%	578	3,451	12,111	(72)%	40,372	40,372	40,372	-
<i>Project Progress Comments:</i>									
Replacing office furniture as required.									



		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
<b>Property Management &amp; Maintenance</b>									
PR-4935 Replace Christmas street decorations	Progress 5%	3,579	-	-	0 %	40,000	40,000	40,000	-
<i>Project Progress Comments:</i>									
<i>New Decoration will be ordered at January 2025</i>									
PR-5110 Replace CBD parking signs	Progress 80%	14,651	2,658	9,636	(72)%	48,181	48,181	48,181	-
<i>Project Progress Comments:</i>									
<i>Signage material procurement and signs fabrication done. Installation is underway.</i>									
<i>Carpark signs have been made and installed, waiting for confirmation of CBD street parking signs.</i>									
<b>Total for Property Management &amp; Maintenance</b>		<b>97,521</b>	<b>16,029</b>	<b>157,831</b>		<b>264,637</b>	<b>264,637</b>	<b>264,637</b>	<b>-</b>

**Rangers & Emergency Management**

PR-4947 Undertake Department of Fire and Emergency Services Mitigation Activity program	Progress 15%	-	-	-	0 %	175,957	175,957	175,957	-
<i>Project Progress Comments:</i>									
<i>\$175,956 awarded in grant funding under the Mitigation Activities Fund (MAF) for treatments on Crown Land during the 24/25 Fire Season. CEO has signed Funding agreement and initial meeting held with contractor Arbor Guy who was awarded the contract. Actual works planned to commence in October with acquittal due 15 July 2025.</i>									
<i>Visited locations with DBCA on 2 October to determine if any environmental or conservation related exemptions are needed.</i>									

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change	
<b>Rangers &amp; Emergency Management</b>										
PR-5344 All West Australians Reducing Emergencies (AWARE) Program	Progress 85%	-	-	-	0 %	3,400	3,400	3,400	-	
<i>Project Progress Comments:</i>										
At the Local Emergency Management Committee meeting on 29 August 2024, the draft Local Emergency Management Arrangements (LEMA) were endorsed for submission to State Emergency Management Committee for approval. Once approved the LEMA will be presented to Council for formal adoption. The acquittal of the grant is due end of Sept 2024.										
The District Emergency Management Advisor (DEMA) has reviewed and offered minor changes before it gets submitted for Council endorsement in November. Acquittal extension approved by DFES until 2025.										
<b>Total for Rangers &amp; Emergency Management</b>		-	-	-		<b>179,357</b>	<b>179,357</b>	<b>179,357</b>	-	
<b>Sport &amp; Recreation</b>										
PR-3829 Support South West Academy of Sport (SWAS)	Progress 100%	-	10,000	10,000	0 %	10,000	10,000	10,000	-	
PR-4532 Renew South West Sports Centre (SWSC) furnishings and equipment	Progress 20%	357	-	-	0 %	75,500	75,500	75,500	-	
<i>Project Progress Comments:</i>										
Purchasing of some items has commenced with funds committed and finalising quotations for other quotes so orders can be placed.										
PR-4717 Deliver Department of Sport and Recreation "Every Club" funding program	Progress 22%	-	14,724	12,434	18 %	38,460	38,460	38,460	-	
<i>Project Progress Comments:</i>										
Club specific workshops being planned for delivery as well as Club Map assistance being provided to clubs.										

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
<b>Sport &amp; Recreation</b>									
PR-5086 Detailed Design Hay Park Indoor Courts	Progress 20%	1,200	-	80,000	(100)%	638,600	638,600	638,600	-
<i>Project Progress Comments:</i>									
<i>Project Manager appointed by BBA is issuing Architectural services procurement so that the design phase can commence once consultant appointed.</i>									
PR-5087 Prepare Sport & Recreation Facilities Plan	Progress 30%	-	-	4,000	(100)%	40,000	40,000	40,000	-
<i>Project Progress Comments:</i>									
<i>The next stage will be for a consultant to be appointed to conduct further engagement and draft the strategy with the procurement to be issued in early October 2024 with appointment by a consultant by end of October.</i>									
PR-5154 Support Colts Cricket Club CSRFF application	Progress 20%	-	-	-	0%	57,808	57,808	57,808	-
<i>Project Progress Comments:</i>									
<i>The City was successful in its CSRFF grant application. Work will be carried out in and due for completion by end January 2025. Procurement to be issued in October.</i>									
PR-5336 Support Bunbury Tennis Club CSRFF application	Progress 100%	-	9,091	10,000	(9)%	10,000	10,000	10,000	-
<i>Project Progress Comments:</i>									
<i>Completed, invoice paid</i>									
PR-5337 Support Bunbury Motorcross Club CSRFF application	Progress 25%	-	-	-	0%	45,000	45,000	45,000	-
<i>Project Progress Comments:</i>									
<i>Not due for commencement until October 2024 now that the club has found out it was successful in late August 2024. Club to invoice City as construction commences.</i>									

		Committed	YTD Actual	YTD Budget	YTD %var	Original Budget	Revised Budget	End Year Forecast	Forecast Change
<b>Sport &amp; Recreation</b>									
PR-5338 Renew other sport and recreation furnishings and equipment	Progress 25%	-	535	-	0%	7,500	7,500	7,500	-
<i>Project Progress Comments:</i>									
<i>Not due for commencement until October 2024</i>									
PR-5350 Support Bunbury Central Croquet Club DLGSCI Club Night Light application	Progress 0%	-	-	-	0%	3,446	3,446	-	(3,446)
<i>Project Progress Comments:</i>									
<i>The club were not successful in their grant application so this money will be handed back at budget review.</i>									
PR-5389 Support Bunbury Sports Shooting Club CSRFF application	Progress 0%	-	-	-	0%	-	-	5,000	5,000
<i>Project Progress Comments:</i>									
<i>Grant submitted end of August 2024. DLGSC not set to announce grant status until November 2024</i>									
<b>Total for Sport &amp; Recreation</b>		<b>1,557</b>	<b>34,350</b>	<b>116,434</b>		<b>926,314</b>	<b>926,314</b>	<b>927,868</b>	<b>1,554</b>
<b>Works</b>									
PR-1168 Replace signs and linemarking	Progress 10%	6,036	1,462	5,000	(71)%	25,000	25,000	25,000	-
<b>Total for Works</b>		<b>6,036</b>	<b>1,462</b>	<b>5,000</b>		<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>
<b>Operating Projects Expenditure Total</b>		<b>1,217,989</b>	<b>815,933</b>	<b>1,376,351</b>	<b>(41)%</b>	<b>6,886,073</b>	<b>6,886,073</b>	<b>7,051,229</b>	<b>165,156</b>



## MONTHLY COMMUNITY FINANCIAL REPORT

### As at 30 September 2024

Highlighting how the City of Bunbury is tracking against financial ratios

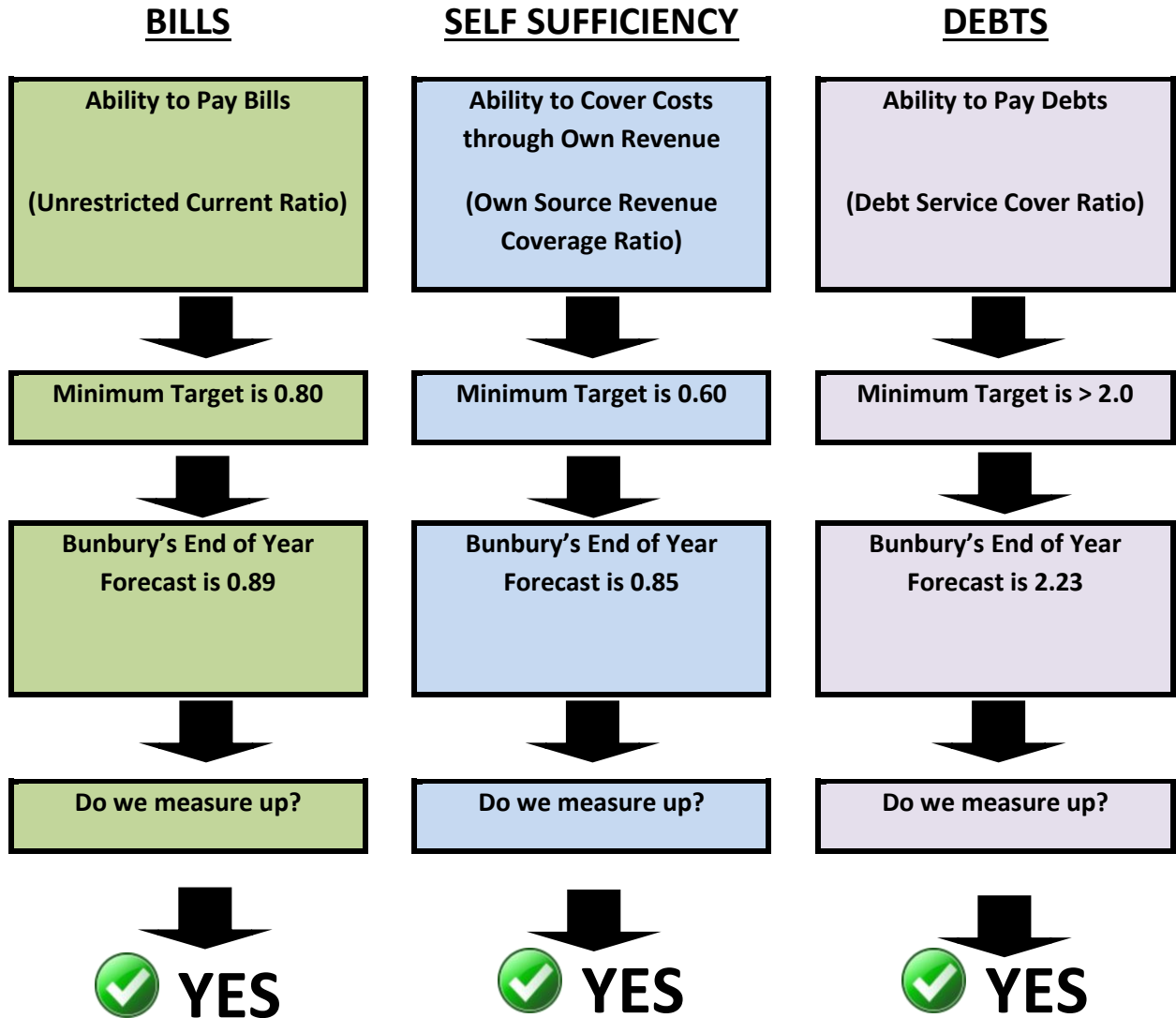


Financial Snapshot (Year to Date)	Actual (000's)
Operating Revenue	\$63,426
Operating Expenditure (Including Non-Cash Items)	\$18,500
Non-Cash Items	\$3,748
Capital Revenue	\$310
Capital Expenditure	\$5,376
Loan and Lease Repayments	\$53
Transfers (to)/from Restricted Cash	(\$81)
Unallocated Surplus Brought Forward 1 July 2024	\$4,347
Net Forecast Surplus/(Deficit) Position at 30 June 2025	(\$49)

#### Did you know?

The Local Government (Financial Management) Regulations requires the City to conduct a review of its budget between 1 January and 28 February each year. The City meets this requirement with a budget review in February, but also completes an additional review in October each year.

➤ Financial Health Indicators



➤ Cash in the Bank (at 30 September 2024)



## ➤ How are we tracking against our budgeted targets?

### Operating Surplus Ratio

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

Minimum Target is > 1

Bunbury's Performance is (0.11)

Do we meet the target?

 **NO**

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

1. All operating expenditure is subject to review with the aim to reduce costs.
2. A significant amount of operating expenditure is in depreciation (\$15.05M or 18% of total operating expenditure).
3. Operating revenue is also subject to review.

### Asset Sustainability Ratio

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

Depreciation for 2024/25 is \$15.05M.

Capital expenditure (renewal and upgrade) for 2024/25 is \$20.37M.

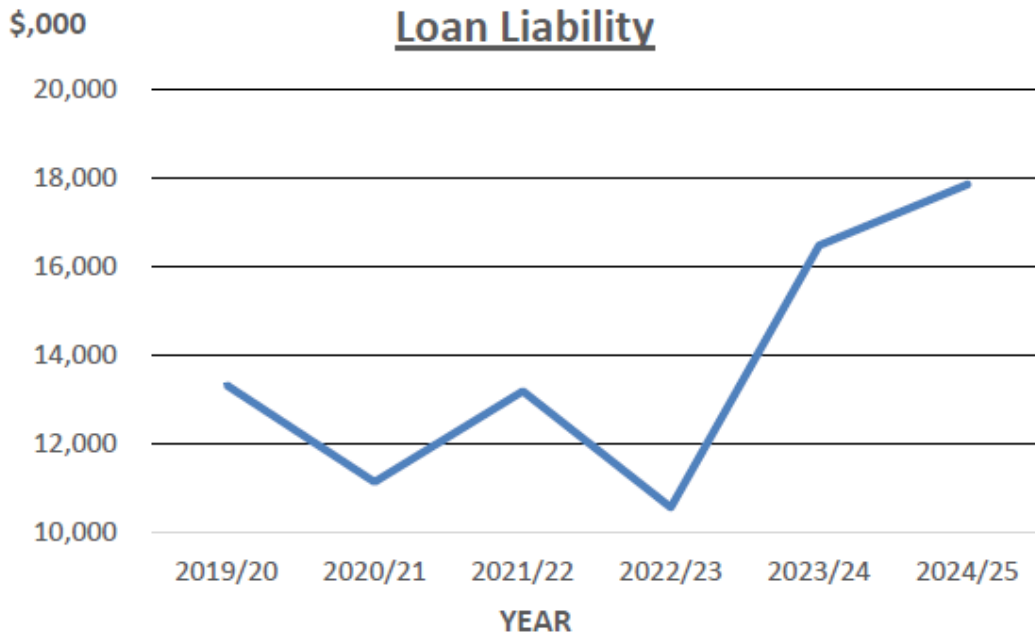
Minimum Target is > 0.90

Bunbury's Performance is 1.35

Do we meet the target?

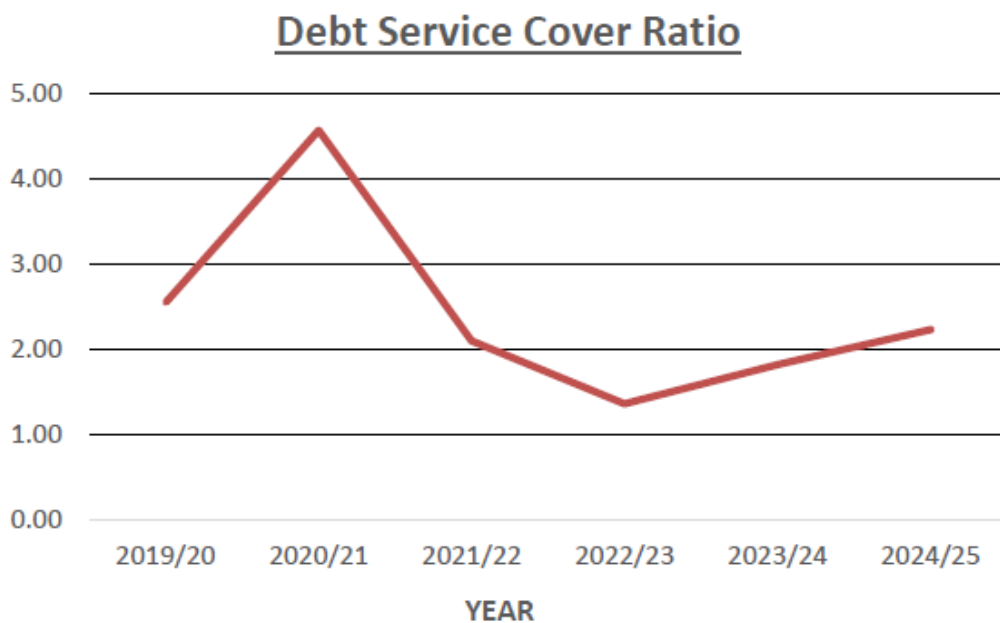
 **Yes**

## ➤ Debt Levels



The City requires \$4M in loan borrowings in 2024/25. As at 30 June 2025 the City's loan liability is forecast at \$17.86M. This includes the following loans:

- Infrastructure Assets - \$3M
- Netball Courts - \$1M



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

Any feedback in this document is greatly appreciated and can be emailed to [records@bunbury.wa.gov.au](mailto:records@bunbury.wa.gov.au)



**10.4 Director Sustainable Development**

Nil

## 10.5 Director Infrastructure

### 10.5.1 Ownership and Tenure of Koombana Bay Eastern Groyne, Leschenault Inlet Channel Revetment Rock Protection Structures and Training Walls

<b>File Ref:</b>	DOC/1388291
<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Aaron Lindsay, Manager Projects and Asset Management
<b>Responsible Manager:</b>	Aaron Lindsay, Manager Projects and Asset Management
<b>Executive:</b>	Brendan Smith, Director Infrastructure
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input type="checkbox"/> Legislative
<b>Attachments:</b>	Appendix 10.5.1-A – Ownership and Tenure Koombana Bay Eastern Groyne, Leschenault Inlet Channel Revetment Rock Protection Structures and Training Walls Appendix 10.5.1-B – Condition and Function Assessment Summary Leschenault Inlet Channel Rock Protection Structures and Training Walls

#### Summary

The City of Bunbury, in partnership with the Department of Transport Maritime (DOT), successfully secured funding from Round 2 of the Disaster Ready Fund (DRF) to address the deteriorating condition of crucial coastal infrastructure. The repair and restoration of these assets, including the Koombana Bay Eastern Groyne and the Leschenault Inlet Channel Revetment Rock Protection Structures and Training Walls (referred to as "the plug"), is vital for long-term coastal protection.

Currently, ownership and management responsibilities for these structures are shared between the City of Bunbury and the State Government of Western Australia. However, as a prerequisite for receiving the DRF grant, the State has requested that the City take on full responsibility for the land tenure and the ongoing maintenance of these assets. This report outlines the conditions under which the City can agree to this proposal and the associated financial and operational implications.

#### Executive Recommendation

That Council:

- Request the CEO to advise the Western Australian State Government that the City of Bunbury will assume tenure responsibility for the Unclassified Crown Land (UCL) parcels associated with the Leschenault Inlet Channel Revetment Rock Protection Structures and Training Walls, as well as the Koombana Bay Eastern Groyne, subject to the following conditions:
  - Construction Management:** That the Western Australian State Government will manage the project's construction, with the City contributing \$1,120,000 (ex GST) towards the total cost of the project.
  - Maintenance Contribution:** That the State Government will provide a one-time lump sum payment of \$800,000 (ex GST) upon completion of the project, to be

used for establishing a dedicated maintenance reserve for these coastal assets.

- **Bunbury Storm Surge Barrier Management:** A separate management parcel for the Bunbury Storm Surge Barrier will be created and vested with the Department of Transport Maritime, who will assume full responsibility as the asset owner.

*Voting Requirement: Simple Majority*

### **Strategic Relevance**

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

Pillar	Place
Aspiration	An integrated, vibrant and well-planned City.
Outcome	No.8 - A place with attractive and welcoming community spaces, where people want to live.
Objective	No.8.5 - Improve marine infrastructure and facilities.

### **Regional Impact Statement**

The City of Bunbury faces a high risk of seawater inundation, particularly in low-lying areas that are home to both residential and commercial properties. The storm surge barrier and associated rock protection structures play a critical role in safeguarding the city against extreme weather events, such as storm surges and rising sea levels.

Restoration of the Leschenault Inlet Channel Revetment Rock Protection Structures is essential in mitigating these risks. Extending the operational life of these structures by 50 years will provide long-term protection for over 2,100 homes and 500 commercial buildings. The establishment of a dedicated maintenance reserve will ensure these essential assets remain functional and are properly maintained, reducing the risk of future failures.

### **Background**

In collaboration with the Department of Transport (DOT), the City of Bunbury applied for and was granted \$3.76 million from the Australian Government's Disaster Ready Fund.

This funding is earmarked for the repair and restoration of the Koombana Bay Eastern Groyne and the Leschenault Inlet Channel Revetment Rock Protection Structures and Training Walls.

These structures were initially built by the Western Australian State Government in the late 1970s to manage coastal erosion, prevent sand transport, and support the operation of the storm surge barrier. Over time, the structures have deteriorated and no longer provide adequate protection against predicted ocean inundation events.

The proposed restoration will significantly improve the resilience of the structures, enabling them to withstand a 200-year inundation event and extending their operational life to 2076. This restoration is critical to the protection of assets identified in the City's Coastal Hazard

Risk Mitigation and Adaptation Plan (CHRMAP), which assesses risks associated with sea level rise and future ocean inundation events.

Current Ownership and Management (refer attachment one)

Ownership of the rock protection structures is currently divided among multiple stakeholders:

- **Department of Transport (DOT):** Responsible for the operation and maintenance of the storm surge barrier and the channel base.
- **City of Bunbury:** Manages the sections of the rock protection structures located south of the pedestrian bridge.
- **Department of Planning, Lands and Heritage (DPLH):** Responsible for two Unclassified Crown Land (UCL) parcels north of the pedestrian bridge, and for the seaward tenure of the Koombana Bay Eastern Groyne. The City manages the landward section of the groyne.

In 2022, the City engaged Seashore Engineering to assess the condition and functionality of these assets. Several sections, particularly those south of the storm surge barrier, were identified as high priority for repair. These areas have been deemed critical due to their poor structural condition and the significant role they play in coastal protection (refer attachment 10.5.1B).

Financial Implications

The City has allocated \$1.12 million within its corporate business plan for the 2024/25 and 2025/26 financial years to cover its portion of the restoration costs. However, the total estimated cost for the repairs is \$7.68 million, with funding contributions from the City, the Department of Transport, and the Disaster Ready Fund.

<b>Funding Breakdown</b>	<b>Amount</b>
City of Bunbury	\$1,120,000
Department of Transport	\$2,800,000
Disaster Ready Fund	\$3,766,720
<b>Total</b>	<b>\$7,686,720</b>

The \$800,000 lump sum maintenance contribution from the State Government will be used to establish a maintenance reserve for these coastal protection assets. This contribution equates to approximately 1.7% of the estimated capital cost over 10 years, in line with typical maintenance allowances for similar coastal structures in Western Australia. Future maintenance grants will be sought through the Coastal Adaptation and Protection Grants program, which may provide up to \$400,000 in funding, subject to matching contributions.

**Council Policy Compliance**

Asset Management Policy

**Legislative Compliance**

N/A

### **Officer Comments**

It is critical that the City takes a proactive approach to the long-term management and maintenance of these coastal protection structures. Given that over 50% of these assets are already under the City's management, centralising responsibility will allow for a more coordinated and efficient maintenance program. This arrangement is consistent with practices across Western Australia, where local governments typically manage coastal infrastructure, with technical and financial support from the State Government.

While the City did not originally construct these assets, it already manages a significant portion (approximately 64% of the total length of the Leschenault Inlet Channel structures and 49% of the Koombana Bay Eastern Groyne). Assuming responsibility for the remaining sections would streamline asset management and improve outcomes for the community.

The restoration project represents excellent value for the City, with 85% of the project costs covered by State and Federal grants. Additionally, the State's maintenance contribution of \$800,000 will help ensure that these structures are adequately maintained without placing undue financial strain on the City's budget.

### **Analysis of Financial and Budget Implications**

Seashore Engineering's design report for the proposed restoration works, suggests that coastal structures in southwest Western Australia require annual maintenance funding equivalent to 1-2% of the capital cost. For this project, the anticipated maintenance costs range from \$2.3 million to \$4.6 million over the 50-year design life. The State's proposed \$800,000 contribution will cover a significant portion of these costs for the first 10 years. Additionally, the City will remain eligible for future State maintenance grants, providing further financial support.

Should the City decline to take on responsibility for the UCL parcels, the State Government may withdraw the DRF grant. In that case, the City would need to find alternative funding to complete the \$2.6 million of repair works for which it is currently responsible.

### **Community Consultation**

No public consultation has been undertaken during the grant application process. However, a comprehensive engagement plan will be developed prior to the commencement of construction to ensure that residents, businesses, and recreational watercraft users are informed about the project's impact and timelines.

### **Councillor/Officer Consultation**

N/A

### **Applicant Consultation**

N/A


### **Timeline: Council Decision Implementation**


DOT expect to receive the DRF grant agreement from Federal Government in late 2024 or early 2025. The State has requested Council's consideration of the UCL land tenure and ongoing maintenance prior to the funding agreement being executed.


The estimated timeframe for the restoration works is as follows:

- Eastern Groyne – April to October 2025.
- Leschenault Inlet Channel – November 2025 to May 2026

Ownership & Management

 Department of Transport

 City of Bunbury

 State of WA



Attachment One  
Ownership & Tenure  
Koombana Bay Eastern Groyne,  
Leschenault Inlet Channel Revetment  
Rock Protection Structure & Training  
Walls  
*Page 271 of 277*

- A. Northern Training Walls
- B. Koombana Pedestrian Bridge
- C. Storm Surge Barrier
- D. Koombana Bay Eastern Groyne

The Storm Surge Barrier is owned and maintained by the Department of Transport (DOT). DOT are also responsible for managing the overall channel base



Table 3-3: Condition and Function Assessment Summary

Design Section			Overall Condition	Condition Comment	Deterioration (2012-2022)	Overall function	Function comment	Priority (Initial)	Design Philosophy (See Section 4.1)	
Groyne Sections	West	Section G	4	Head deflated	Possible further deflation	Fair- Good	Surveys show no significant sediment accumulation near the entrance. This suggests that deflation, which has reduced the effective length of the training wall, has not resulted in significant change in overall performance	Low	Rebuild armour layer	
		Section H	3	Variable armour grades, crest and interlock Small rock at toe.	Low	Good-Fair	Reasonable performance in constraining flows and maintaining channel			
		Section J			Low	Good-Fair				
	East	Section P	3		Variable armour grades, crest and interlock Small rock at toe.	Low	Good-Fair	Reasonable performance for constraining flows, with some sedimentation observed in channel between 2018-2022 Future performance dependant on proposed development for the Sailing Club		Low
		Section Q					Good-Fair			
		Section R					Good-Fair			
North of Pedestrian Bridge (W)	West	No Section	1			Rock and 'dune' repaired around 2013, including placement of geotextile. Variable vegetation coverage.	Site of significant scour from overbank flows repaired	Good	Good performance, however crest level at +1.8-2.0m AHD may be susceptible to breaching during severe overtopping event.	Low
		Section K	3	Variable armour grades, crest and interlock		Low	Good-Fair	Reasonable performance, with no significant loss to landward.	Low	
	East	Section S	4-5	Significant loss of bank material (scalloping) and advanced deterioration of armour layer. Small rock and 'drifters' at toe.		Focal crest lowering & bank erosion	Poor	Performance significantly compromised, with acceleration of erosion of bank material towards vegetation likely.	High	Rebuild to standard
Pedestrian Bridge (W)	West	Section L	3	Gabion deformed and corroded. Relatively steep toe with small rock.	Loss of gabion rock	Fair- Good	Performance likely to reduce with increasing rates of corrosion. Protects bridge abutment.	Med	Add armour layer or replace gabion mattress at end of its serviceable life	
	East	Section T	3			Fair- Good		Med		
Koombana Drive to Pedestrian Bridge (W)	West	Section M	4	Variable armour grades (generally steep), crest and interlock. Exposure/loss of bank material.	Low	Fair	Foreshore amenity impacted and steep unstable armour face may pose a hazard to public safety.	Med	Rebuild to standard	
	East	Section U	3	Minor loss of bank material at crest (sinkholes). Reduced rock interlocking.	Low	Fair	Loss of material poses minor amenity and safety impacts. Lower foreshore use, relative to opposite foreshore on west side.	Med	Minor refurbishment (i.e. repack outer armour layer and toe, even crest & fill sinkholes)	
Storm Surge Barrier	West	Section A	2	Minor defects, crest slightly above ground level.	Limited	Good	Reasonable performance, supported by core at barrier and wide filter layer at bridge. Increased surface damage on west side of barrier possible due to rock crest being set below typical barrier level.	Low	Minor refurbishment (i.e. repack outer armour layer and toe)	
		Section N	2	Minor defects. Runoff considerations at path. Steep toe near storm surge barrier	Minimal	Good		Low		
	East	Section D	2	Minor defects. Armour slightly below ground at barrier	None	Good		Low	Minor refurbishment (i.e. raise crest and repack outer armour layer and toe)	
		Section V	2	Minor defects, Armour slightly below ground at barrier. Runoff considerations at path.	Limited	Good		Low		
South of Storm Surge Barrier	West	Section C	5	Flanked & failed. Significant bank erosion.	Not accessible due to Youth Precinct construction works	Poor	Insufficient tie-in to bank has led to flanking due to ongoing sediment transfer to the east under SE wind forcing.	High	Rebuild to standard with roundhead	
		Section B	4-5	Advanced deterioration of armour layer (crest lowered and variable armour cover) Core and bank exposed/eroded.	Focal crest lowering & bank erosion	Poor	Significant loss of capacity to retain material to landward, with armour crest well below land levels and below typical water level range in some areas. Foreshore amenity highly impacted and scarps pose a hazard to public safety.	High	Rebuild to standard	
	East	Section F	4-5			Poor		High		
		Section E	4-5			Poor		High		

Attachment Two - Condition and Function Assessment Summary Leschenault Inlet Channel Rock Protection Structures and Training Walls



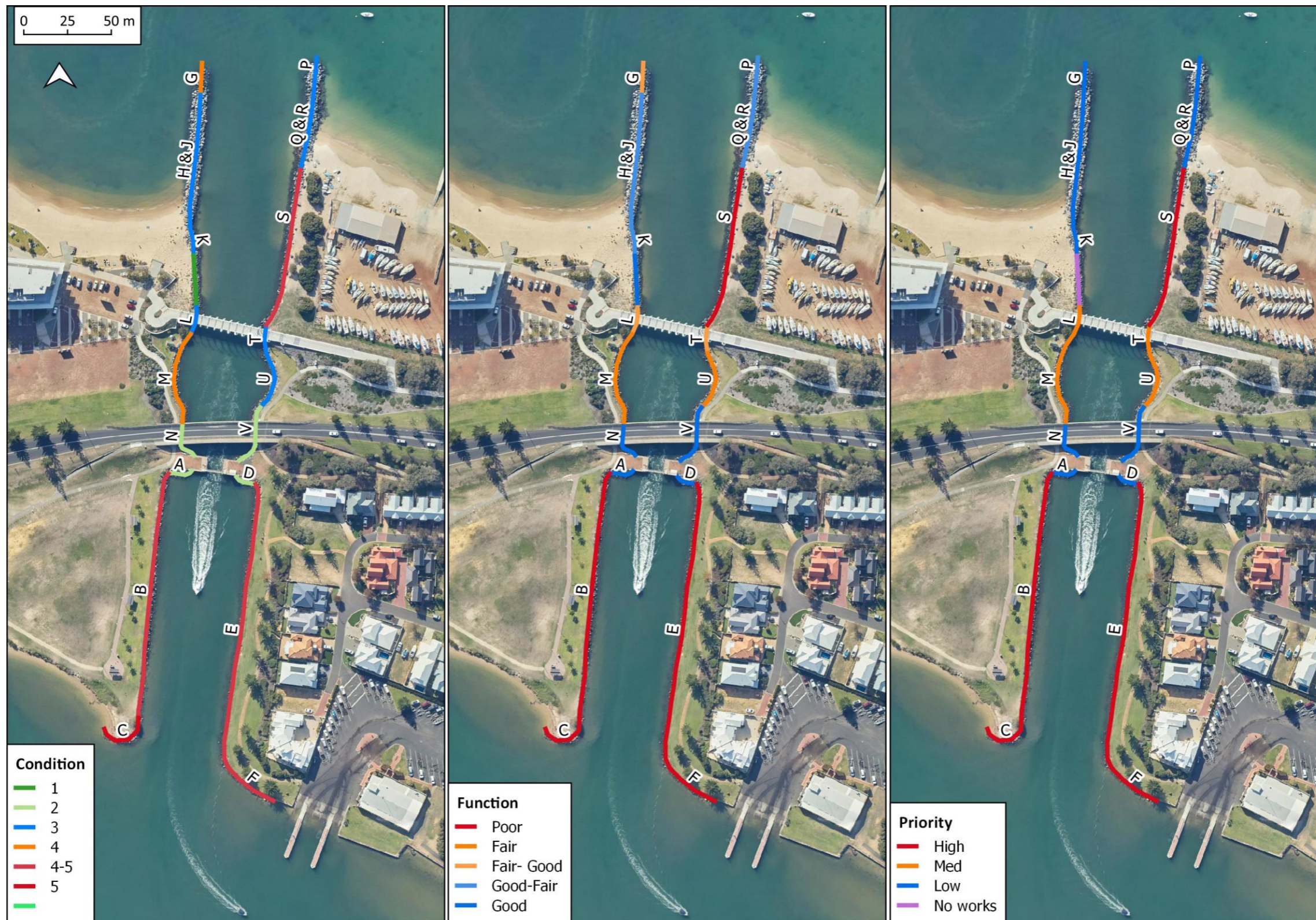


Figure 3-4: Map Showing Condition, Function and Priority Ratings

Attachment Two - Condition and Function Assessment Summary Leschenault Inlet Channel Rock Protection Structures and Training Walls

## **11. Applications for Leave of Absence**

Nil

## 12. Motions on Notice

### 12.1 Councillor Steck – Breast Cancer Diagnostic Clinic

<b>File Ref:</b>	COB/441
<b>Applicant/Proponent:</b>	Cr Michelle Steck
<b>Responsible Officer:</b>	Alan Ferris, Chief Executive Officer
<b>Responsible Manager:</b>	Alan Ferris, Chief Executive Officer
<b>Executive:</b>	Alan Ferris, Chief Executive Officer
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Information Purposes <input type="checkbox"/> Legislative
<b>Attachments:</b>	Nil

#### Councillor Steck's Motion

That Council:

Request the CEO to write to WALGA South West Zone placing the following motion on the SW WALGA Zone Agenda:

*The member councils write to Premier Hon Mr Roger Cook requesting a Breast Cancer Diagnostic Clinic to be expanded in Bunbury for the purposes of diagnosing further investigations of Breast Cancer for all the women within the Southwest.*

Voting Requirement: Simple Majority

#### Councillor Steck's comments in support of the motion

Presently there are only 2 breast cancer diagnostic clinics per month south of the river from the City of Perth. One of those clinics is provided only once a month in Bunbury.

This means every woman south of the river has unacceptable waiting times for further diagnostic appointments to see a specialist doctor and utilise equipment used to diagnose breast cancer and which stage of cancer a women may have. This also includes benign diagnosis.

Bunbury is the second city outside of Perth and already provides regional health specialist services.

Bunbury Regional Hospital has commitment by the state government for expansion.

#### Officer Comments

There are no material facts or circumstances relating policy, budget or law impacting the proposed motion, and as such the Executive supports the proposed motion as provided.

## **13. Questions from Members**

### **13.1 Response to Previous Questions from Members taken on Notice**

### **13.2 Questions from Members**

**14. New Business of an Urgent Nature Introduced by Decision of the Meeting**

**15. Meeting Closed to Public**

**15.1 Matters for which the Meeting may be Closed**

**15.2 Public Reading of Resolutions that may be made Public**

**16. Closure**